



# 2022 LOMA Printed Study Materials

Effective January 1, 2022 through December 31, 2022

## Order Information

Interactive e-books and/or PDFs of study materials are included with each course enrollment.

Optional printed textbooks for some courses may be available for an additional cost.

Please consult each course's description at [www.LOMA.org/LearningCatalog](http://www.LOMA.org/LearningCatalog) to confirm assigned study materials.

### ALL ORDERS MUST BE PLACED THROUGH LOMA'S LEARNING SYSTEM:

<https://learning.loma.org>

For questions or for assistance with order issues, please contact us at:

Phone: 770-984-3767

Email: [LOMABooks@loma.org](mailto:LOMABooks@loma.org)

### PLACING YOUR ORDER

1. Orders must be placed through our online learning system. Orders are processed within 24 to 48 hours of receipt.
2. To locate the textbook for your course, log in to <https://learning.loma.org>, open the Learning Catalog, and enter the course number (e.g., 280) in the "Search For" field. You can further refine the results by selecting *Printed Textbook* in the "Course Type" field. Then tap or click Search.
3. The price shown for each book is based on your company's status as a LOMA Member or Non-Member company, and already includes Shipping and Handling.
4. Click Add to Cart
5. When ready to check out, tap or click the Shopping Cart icon in the upper right corner of your screen.
6. Confirm or correct your billing address, then click Save.
7. Review your Shopping Cart. If you are ordering 5 or more books, enter the discount code **5BOOKS** to save \$30 on shipping costs.
8. Click Checkout.
9. Enter your shipping address – this is the address to which your study materials will be sent.
10. Click Continue to Payment Method

### PAYMENT – ALL ORDERS MUST BE PRE-PAID. PAYMENT BY CHECK, MONEY ORDER, OR WIRE TRANSFER IS NOT ACCEPTED.

1. **Bill my Company:** If your company allows purchases on LOMA's learning system to be billed directly to the company, you can select this option. Be sure to confirm with your Educational Representative whether study material purchases are approved for billing.
2. **Credit Card:** If your company does **not** allow purchases to be billed to the company, select Credit Card. VISA, MasterCard, American Express, or Discover accepted. Enter your credit card information and billing address, if different from the billing address you confirmed in step 6 above.
3. Click Next.
4. Review your order. At the bottom of the screen, under Order Information, you must review and accept the terms and conditions in order to place your order.
5. When you're ready, click Buy Now.

### SHIPPING

1. **All prices include shipping and handling fees. LOMA will choose the most economical shipment method.**
2. All orders will be shipped by airfreight. You should receive your shipment within 10 business days, barring customs delays.
3. Due to the varying costs involved with customs, we cannot pay any charges incurred by customs, and they are not included in the shipping or processing costs.
4. **Indonesian orders:** If you are using a credit card from Indonesia, please keep all charges below US \$2,000. We recommend that you place multiple smaller orders if your total order will exceed US \$2,000. Thank you for helping us to serve you more efficiently.

**ALL TEXTBOOK SALES ARE FINAL – NO RETURNS**

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***Only currently assigned printed textbooks are shown below.***

***Textbooks are only available while supplies last.***

Course	Title	Member Price	Non-Member Price	Item #
LOMA 280	Principles of Insurance, Second Edition (2017)	\$ 111	\$ 160	280.10.17
LOMA 290	Insurance Company Operations, Fourth Edition (2019)	\$ 111	\$ 160	290.10.19
LOMA 301	Insurance Administration, Fifth Edition (2018)	\$ 111	\$ 160	301.10.18
LOMA 307	Business and Financial Concepts for Insurance Professionals, Second Edition (2018)	\$ 111	\$ 160	307.10.18
LOMA 320	Insurance Marketing, Second Edition (2017)	\$ 111	\$ 160	320.10.17
LOMA 356 French	Principes d'investissement et l'investissement institutionnel (2005)	\$ 111	\$ 160	356.F10.05
ACS 100	Foundations of Customer Service (2015)	\$ 111	\$ 160	100.10.15
UND 386	Life and Health Insurance Underwriting (2013)	\$ 111	\$ 160	386.10.13

***All textbook sales are final – No Returns.***

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