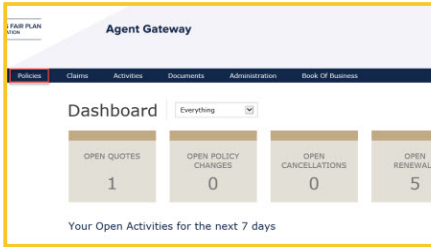
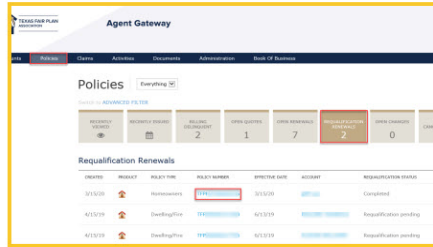


# TFPA Requalifications in Policy Center

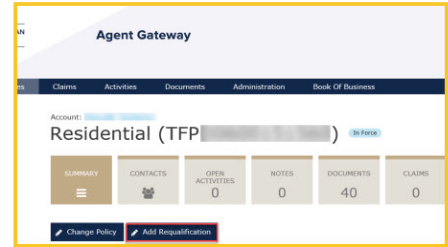
## How to requalify a TFPA renewal in Policy Center



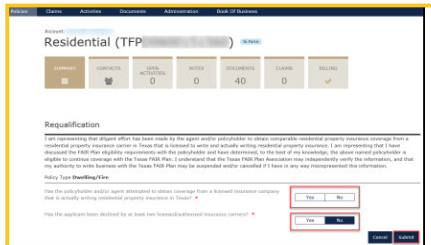
1 From the Dashboard in Agent Gateway, select Policies.



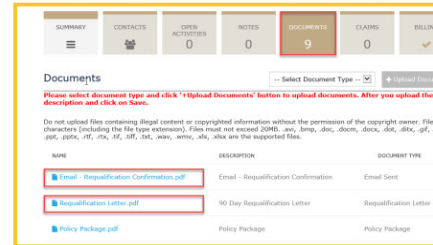
2 In the Policies Tab, select Requalification Policies. Select the policy number for the policy you are requalifying.



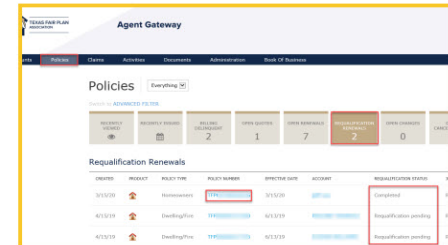
3 Select the "Add Requalification" button to start the process.



4 Answer all required questions and then select Submit.



5 In the Documents section, you will find the Requalification Confirmation.



6 A Completed or Requalification pending status is reflected here, on the Policies Tab.