



# Transferring AHIP Scores

**PURPOSE:** This job aid will help you to transfer your AHIP scores to Humana for your Certification or Recertification for Delegated Agents.

## How to Transfer Your AHIP Score to Humana

For a video on this process, click [HERE](#)

### 1. Access the MarketPoint Learning Portal

- a. To ENROLL into a course, go to MY ASSIGNMENTS
- b. To BEGIN a course, go to CURRENT ENROLLMENTS & click the blue GO button

### 2. Make your way through the list of modules

Level	Title	Score	Weight
	<input type="checkbox"/> Introduction to Humana's 2016 MAPD Certification		
	<input type="checkbox"/> Introduction to the 2016 AHIP Medicare Course		
	<input type="checkbox"/> How to Navigate the 2016 AHIP Medicare Course		
	<input type="checkbox"/> Please Do Not Forget...		
	<input type="checkbox"/> 2016 AHIP Course		100
	<input type="checkbox"/> End of 2016 MAPD Certification Part 1 - What is Next?		
Total Score			100.0

### 3. When you click "2017 AHIP Course," a new window will open (make sure your pop-up blockers are turned OFF).

### 4. Login OR register on the CMP site in order to connect to AHIP

- a. Click "AHIP MEDICARE TRAINING"

**Humana**

Medicare Course Home Transcript

Profile Logout

Contact Us

For Technical Support:  
866.234.6969

For more information about SAHC:  
800.309.3163

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**Humana**

Welcome to Humana's AHIP Course Registration Page

Please note, Humana requires that its associates successful pass AHIP's test with a minimum score of 90% within three test attempts. Humana will not accept any completions that are made beyond the first three attempts.

Leave and Come Back - After your registration process, you can leave the course and return to it at a later time. The system will mark your place. If you do leave and come back at a later time, you do NOT need to register. You only need to enter your NFN and password combination you created during registration to re-access your training.

Already took AHIP with another Carrier - If you took the AHIP exam with another carrier, you will still need to register for Humana's Training Portal. Upon doing so, a link to AHIP's training will be provided and the system will match your records from the previous carrier. Upon entry into AHIP's course you will then be able to see your previous course completions on the landing page. An option to "Send Your Results to Humana" will be available at the top and bottom of the page.

Should you need any further assistance, you can download a user guide here

My Trainings

AHIP Medicare Training

Powered by CourseStage from Web Courseworks Ltd. You are logged in as Denise.Dean.Warden (Logout)

**5. You will now be at the AHIP website**

- a. If you have not yet started AHIP, you may be prompted to pay \$125. *[Note: Career Agents employed by Humana and certain other non-career agents will not see the e-commerce site.]* Once you complete the course and exam, you will be able to transmit your score to Humana and continue with the Cert/Re-cert course in the Learning Portal.
- b. If you have already taken the AHIP, you will see a list of your completed AHIP coursework and Final Exam with a GREEN checkmark next to it. Below that, you will see a TRANSMIT (or Re-Transmit) link next to "HUMANA." Click it!

**VOILA! Once we have your score, you can continue on with the rest of your online Humana (re)certification coursework! 😊**

Level	Title	Score	Weight
completed	2017 MAPD Recertification Course Introduction	N/A	
Part	AHIP Training Course		
completed	2017 Introduction to AHIP	N/A	
completed	How to Navigate the 2017 AHIP Medicare Course		
completed	A Friendly Reminder...		
completed	2017 AHIP Course	<u>100.00</u>	

**WINNING TIPS:**

- Internet Browser (Internet Explorer 7-11) – You may need to change Compatibility View Settings when using higher versions of IE.
- AHIP's passing score is 90% within 3 attempts
- Be sure your correct SAN is showing on CMP profile – Humana's AHIP Medicare Training Portal
- If you've been logged into the Agent Portal for too long, it may time out. Start from the beginning by logging into the Agent Portal using the correct internet browser.
- If you are not able to transfer your score after following these steps, or need any other assistance, please contact Humana Agent Support at 800.309.3163.