Examination Registration –Procedure

To register for examination, it is mandatory to generate training completion certificate on the website www.insuranceinstituteofindia.com under IRDAI Examinations menu. https://www.insuranceinstituteofindia.com/web/guest/training-completion-certificate

Once the URN has completed the required training from III Training Portal (www.insuranceinstituteofindia.com) then the Corporate Agent has to register the URN for the examination.

For examination registration, Batch Id has to be generated on www.iiiexams.org portal by the Corporates/Companies. No individual candidate can create batch ID/Transaction ID for examination registration.

To create batch ID, corporate can go to www.iiiexams.org , under <<Examination Registration>> Tab, please select applicant date of URN and preferred examination date and create batch ID.

Follow the below steps for exam registration.

To create a Batch ID, follow the below steps.

1. Select the date in Application from date and to date on which date the URN was created.

2. Then directly click on submit then after it will populate the record which was created in the given application date range and for which the training is completed and valid.

3. Now enter the preferred exam date in 'OnOrAfter' column in dd MMM YYYY format e.g. 24 Oct 2016.

4. Now click the record for which you want to register for exam and you have entered the preferred exam date and click on save to generate Batch ID.

5. Once the batch ID is generated then no modification is allowed.

6. After generation of Batch ID you can make the payment of the Batch ID/transaction ID through the given URL: http://nseitexams.com/OnlinePayment/paymentRequest.jsp

7. Payment for the Batch ID/transaction ID can be made after 24 hours or next day of the Batch creation date.

Corporate Agent - Self Seat Booking

Click on the "Examination Registration" option under the login of Corporate Agent on www.iiiexams.org portal.

1) Select the Application from date and to date on which the URN was created. List of the URN will be display in the below window if available in the given date range.

2) Once it displays the list of URN at the same time it will show the batch mode and scheduling mode.

There are combinations of 'Batch Mode' and 'Scheduling mode' is given.

1. When the combination of 'Batch Mode' and 'Scheduling mode' is Bulk Batch and Auto scheduling respectively, then single batch ID will be created and examination slot will be provided by NSEIT.

2. When the combination of 'Batch Mode' and 'Scheduling mode' is Bulk Batch and Self scheduling respectively, then single batch ID will be created and examination slot has to be selected by the candidate.

3. When the combination of 'Batch Mode' and 'Scheduling mode' is Single Candidate Batch and Auto scheduling respectively, then URN = Batch ID will be created and examination slot will be given by NSEIT.

4. When the combination of 'Batch Mode' and 'Scheduling mode' is Single Candidate Batch and Self scheduling respectively, then URN = Batch ID will be created and examination slot has to be selected by the candidate.

Below is the screen shot of new Examination Registration template for Bulk upload, which has the same option of batch and scheduling in the last two columns respectively.

These option are also has the same functionality as par the payment mode as we have understand from the above cases, and both columns are mandatory.
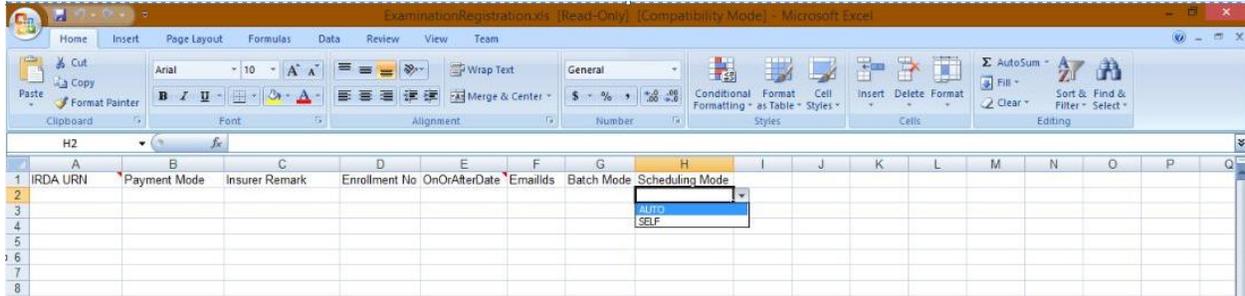
For Corporate Agent/ Web Aggregator/ Insurance Marketing Firm:

Payment Mode	Batch Mode	Scheduling Mode	New Scenario
Online Payment	Bulk	Auto	Single batch ID will be created and examination slot will be provided by NSEIT
	Bulk	Self	Single batch ID will be created and examination slot has to be selected by the candidate
	Single	Auto	URN = Batch ID will be created and examination slot will be given by NSEIT
	Single	Self	URN = Batch ID will be created and examination slot has to be selected by the candidate