

Apply for Examination

Candidate can register and enroll for the examination by availing on-line registration facility through III website. New candidates may refer to “Help Manual for New Candidates” and existing candidates may refer to “Help Manual for existing Candidates” available under Help Desk Menu.

Candidate can also submit their examination entry form to the local Associated Institute nearest to their residence or work place along with the fees as given in **TABLE OF FEES**. Candidates will be required to submit entry form available in the Associated Institute. Entry form is available on website for download.

Registration Fees: Candidates registering for the Institute’s examinations for the first time are required to pay registration fees as given in the **TABLE OF FEES** towards registration. **Please note Life membership fee is included in Registration fees.**

With effect from the October/ November, 2010 examination, it has been decided to charge one time Registration fees in lieu of Diploma fees for Associateship and similarly for Fellowship examination while enrolling for any one of the compulsory papers. Candidates who have paid Registration fees at Associate / Fellow level will not be required to pay any separate fees towards Diploma subsequently.

Licentiate, CIS and Certificate course on Foundation of CAS: Registration fees include Life Membership Fees also.

Associateship: One time Registration Fees includes Associate Life Membership fees, Election Fees and Issuance of Associateship Diploma.

Fellowship: One time Registration Fees includes Fellowship Life Membership fees, Election Fees and Issuance of Fellowship Diploma.

The Registration Number will remain valid for all future examinations.

CPAİM: i.) One time Life membership Fees and ii) One time Registration fees till the registration is valid. (Registration of CPAİM is valid for 5 years).

Examination Entry Form: When the results of an examination are announced, the Institute issues mark sheet indicating the results of the examinations appeared. **However, candidates awaiting their result may provisionally enroll for the next examination without waiting for the result to avoid last minute rush and start preparation.**

Enrollment for Examinations can be done:

- i. **ONLINE** at III’s website: www.insuranceinstituteofindia.com or
- ii. Through Associated Institutes / Affiliated Institutes/ ALCs.

These are the only two channels available for enrolling for Examinations.

Note:

Candidates submitting entry from through Associate Institutes/ Affiliated Institutes/ ALCs should collect the print out of ENROLLMENT OF PAPERS showing details of paper/s enrolled, date of examination, centre of examination, language selected and fee paid WITHIN 3 DAYS from the date of submission. In case any discrepancy is found, the same should be rectified immediately and fresh PRINT OUT taken for record.

It will not be possible to make corrections at III for enrollments done through Associated Institutes/ Affiliated Institute/ ALC.

Please do not send examination entry forms directly to Insurance Institute of India, Mumbai. Forms sent directly to III will not be accepted. These may be returned to the candidate in due course only.

Foreign candidates are advised to register / enroll for Professional Examinations ONLINE. However the entry forms from foreign candidates will be accepted at III also for enrollment.

Note: Entries / enrollment may be accepted from candidates with late fee upto prescribed date for this purpose. Further delay will cause them to miss their chance to appear in the examination. To avoid such unpleasant situation due to postal delays, unexpected travels of candidates etc., we advise candidates to enroll ONLINE / through Associated Institutes well in time without waiting for their results.