Following are the steps to make the payment towards the online training by Web-Wallet Payment for Corporate Agent

Step 01: Corporate Agent must have login id and password of Insurance Institute of India website to use web-Wallet facility (<u>www.insuranceinstituteofindia.com</u>)

Step 02: If company profile is not created, then go to following link to create your company profile. [if you have already have id and password, please ignore this step] (<u>https://www.insuranceinstituteofindia.com/web/guest/corporate-profile-creation1</u>)

Step 03: Sign in using id and password-> www.insuranceinstituteofindia.com

Step 04: Using following link, (IRDAI Examinations menu-> Web-Wallet->Create web-wallet or enter UTR No of web-wallet), first create web-wallet account. <u>https://www.insuranceinstituteofindia.com/web/guest/web-wallet-home-page</u>

Step 05: Then go to web-wallet calculator. You have to enter advance amount, the system will calculate as per follows: Regarding TDS amount, you to make the payment to income tax towards following TDS amount and has to share TDS certificate with us.

By using webwallet, **you can save billdesk charges** which are deducted if payment done by online mode (Debit Card/ Credit Card / Internet Banking). In this case, you have to make the payment to Income Tax Department towards TDS and submit the TDS certificate to us quarterly.

Advance Amount (Base Amount)	100000
add CGST - 9%	9000
add SGST - 9%	9000
less TDS - 10%	10000
NET Amount	108000

If you have finalized the amount, please save the entry. As soon as you save this entry, it will become **fund request date** and make the payment i.e. **NET amount** by NEFT to us.

To enter the UTR No, please go to "Create webwallet or enter UTR No of webwallet". The system will ask you the fund request date (on which date you have saved above entry). The system will show the fund request transaction details. By selecting the check box, you can enter UTR No of your NEFT payment which is done by you.

As soon as you will enter UTR No at your end , your payment details will be updated at our end. The maker and checker will check the amount which received at our bank account and UTR No and payment details which is entered by you and approve the same. As soon as super checker approve the amount, you can use base amount.

Step 06 : Utilization of amount : The system will charge Rs. 750/- per candidate towards training now as we have charged GST in the beginning itself.

Step 07: By using "IRDAI Examinations-> Corporate Agent-> Bulk file Upload", Please upload the .**xls** file. The file contains only URN no. You can enter URN from A1 position. You need not to enter heading.

Step 08: By using "IRDAI Examinations-> Corporate Agent-> URN Uploaded but payment pending"-> after selecting the upload URN date, the system will show you all the URNs. Select URNs (status will be '**To be verified'**), click on "Verification with IRDAI" -> for all the URNs – the status will change to 'Verified' -> After selecting URNs-Verified, you can click on "Make payment" button. The system will ask you "TDS", you can select "No".

The system will again show following two options to make the payment. You can select "Webwallet" Online payment O Webwallet

In the last screen, the system will ask you

O Mobile based online training O Internet Based Online Training

1) Mobile App Online Training (Mobile+Web - Online/offline based training)

By using mobile app, candidate can download mobile App E-Learning on the computer system or on Mobile or on both for which internet connection is required.

The candidate can complete the training in online mode for which internet connection is required. The candidate can access the training using the training link https://iiiindia.org.in

------White Listing for Mobile App Online Training ------

App URL - https://iiiindia.org.in needs to be white listed. Along with it following URLs need to be also white listed

cdn.firebase.com

firebaseio.com

Above two website serves the library which is used for real time data and chat service.

cdn.rawgit.com

This serves an open source library to support Google's Material Design.

www.youtube.com (not mandatory - users can go through reading material and assessment) This serves video content

Offline mode Training-> As soon as mobile app is downloaded on computer system or on mobile or on both, candidate can complete the training in offline mode also for which internet connection is not required.

After completing the training offline to update the training hours they have to come in online mode for which internet connection is required. As soon as the training is completed on PC/Laptop or on mobile in offline mode, the system can update training hours which are completed by the candidate either on PC/Laptop and on Mobile App.

Corporate Agent will get the dashboard so that they can review live training hours status report.

 Internet Based Online Training : The candidate can complete the training in online mode for which internet connection is required. The candidate can access the training using the training link https://iii.learningmate.com/iii/

To get ID and Password of <u>www.insuranceinstituteofindia.com</u>

You can create company profile using following link to get ID and Password of <u>www.insuranceinstituteofindia.com</u>. Your company should come automatically so that you can enter your company details. But your company name does not show automatically, please mail us on <u>reg.exams@iii.org.in</u>.

https://www.insuranceinstituteofindia.com/web/guest/corporate-profile-creation1

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		" Result of May-2017
	Welcome to Insurance Institute of India The Insurance Institute of India formerly known as Federation of Insura	Numpertant Information

Please enter your Corporate Agent Login details of <u>www.insuranceinstuteofindia.com</u> portal.

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	Enter your Login Name and Password	
	Login Name	
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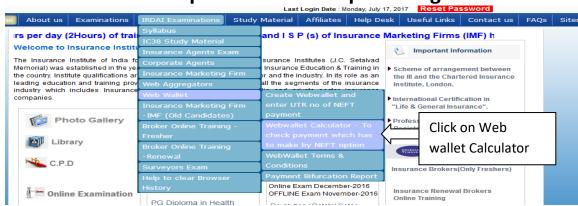
Please click on Create Web Wallet

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Following Screen will appeared and click on Yes

		Diamond	INSURANCE I	संस्थान NSTITUTE OF INDIA		st Login Date : I	Friday, July 14, 20	17 Reset Pass	word	
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		Web Wallet	2	Web Wallet not presen	it !!! Do you want to c Yes	reate new Wel	b Wallet ?			

Then go to Web Wallet Calculator. The system will calculate NET amount which you have to pay to us by NEFT. The minimum amount to be transferred in the Web Wallet Account is Rs.50,000/-.



After Enter *Advance Amount* then click on *Calculate Deposit Amount to check exactly what is NET amount you have to pay to us.*

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Web Wallet Deposit An	nount Calculator						
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Net amount to be depo account	sited into the I.I.I. ban through NEFT / RTGS				Ouve Dell		n as you clicl
	Please make payments	through NEFT/RTGS into III	Bank Account. Following		count details :	on Sav	e details
Bank Name :	Axis Bank Ltd.	Beneficiary Name :	Insurance Institute of	India	Beneficiary A/c. No	; button	, this entry
RTGS IFSC Code No :	UTIB0000004	Branch Address :	Sir P M Road, Fort, Mur	nbai - 400	SWIFT Code No	.: date is	your fund
MICR Code No. :	400211002	Beneficiary Address :	Plot N	an	Consulate, Bandra	^{KL} reques	t date
	nis is the Net A	Amount which yo	u have to pay b	V NEFT			

If you have finalized the amount, then click on *Save Details* button. Screen will show you following message.

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Web Wallet Deposit Amount Calculator Advance Amount : 100000 Advance Amount : 100000 Add: CGST(0) Add: SGST(0) Add: SGST(0) Less: TDS (10) Less: TDS (10) Net amount to be deposited into the LLL be account through NEFT / NTG Bank Name: Avis Bank Ltd RTGS IFSC Code No : UTIB000004 MICR Code No. : 400211002	Opened after Cancel OK Cancel VC. No: 004010100143462 de No.: Address: (E) Mumbal - 400051			

To enter the UTR No of NEFT payment done by you, Go to IRDAI Examinations—Web Wallet— "Create Web wallet/enter UTR no of NEFT payment"

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Select the date – fund request date on which date you have saved this entry by using the option named "Web-Wallet Calculator".

e.g. In below case fund request date is 14-07-2017 and click on Search

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Screen shows as follows:-

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Do you w	Do you want to raise new fund request ? Yes										
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Kindly select particular record and click on Proceed. Fill all the details and click on Submit

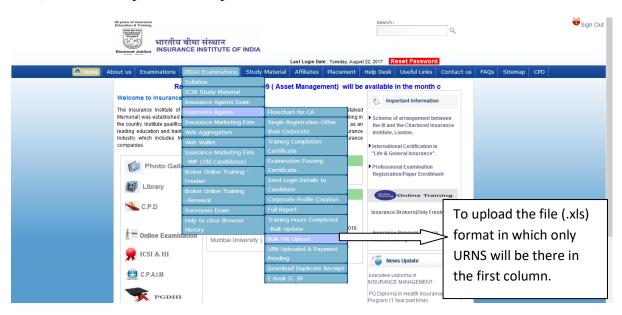
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Web Wallet Fund Request Form								
	Type*: NEFT	\sim						
Transaction	n Date * : 07-07	-2017						
Advance /	Amount : 10000	10						
Deposit /	Amount : 10800	10						
Name of Bank Through amount dep	posited* : Jammi	u and Kashmir B	3					
UTR No./Transact	tion No* : JAKA0	70717017940						
☑ I hereby declare the second sec	hat all the details	s entered are c	orrect.					
	submit							

As soon as you click on submit button, it will show following screen.

ed Availat de l'availate Biamond Jubilee Biamond Jubilee	TE OF INDIA	Searchi	0,	
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Web Wallet Your Current Balance : 0 Do you want to raise new fund request ? Yes				
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Please refer exact steps to make the registration for online training

1) Bulk File Upload-> To upload the file in .xls format.



2) Please copy URNs in first column and save the file with .xls extension (Excel 97-2003 Workbook)

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27																

3) The system will ask the file of URNs (.xls extension) which you want to upload.



4) The system will show you following screen.

If You select **TDS** – **Yes**, in this case TDS amount (10% of training fees) will be deducted from the gross amount. In this case, you have to pay the TDS amount to the Income Tax Authority and have to send the TDS certificate to us"

If You select **TDS** – **No**, in this case TDS amount (10% of training fees) will be not be deducted from the gross amount.

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If you have selected "Yes" for "TDS" and proceed further. After that you can not change the option TDS to "No". Therefore please select TDS – Yes/No option carefully.

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	CAI1808170848	22-08-2017 11:19:19	To Be Verified	
	CAI1808170863	22-08-2017 11:19:19	To Be Verified	
		TC (
	Please Confirm before th	e select YES/NO option for TDS Deduction, after verify	ing you cannot change the option.	
	Do you want to continue.			
			OK Cancel	
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	CAI1808170932	22-08-2017 11:19:19	To Be Verified	
	CAI1808170941	22-08-2017 11:19:19	To Be Verified	
	CAI1808170947	22-08-2017 11:19:19	To Be Verified	
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		CAI1808170889	22-08-2017 11:19:19	To Be Verified			
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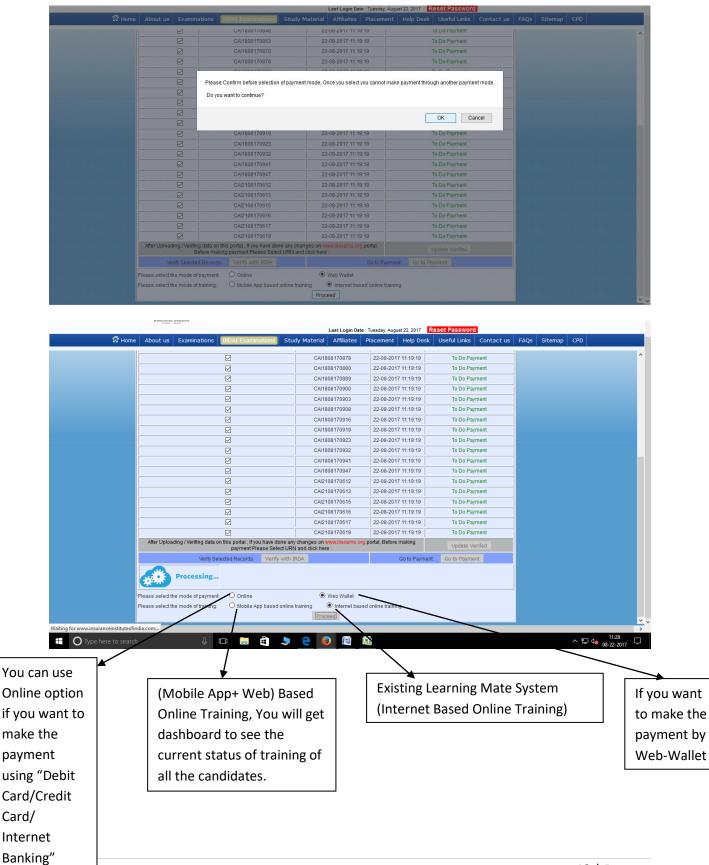
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Please note that if you select online and proceed further, you can not change payment to "Webwallet" for the current transaction. If you select Webwallet and proceed further, you can change payment mode to "Online" for the current transaction.



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Date : 22/08/2017	[Order No : 97114001											
Candidate Name	"Axis Bank Ltd"												
	sakharam.kode@axisbank.com												
	9821458542												
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Below are the details for white listing process. In case a bank asks you details please forward the below write up.