Process of Online Registration for Training and Examination for Insurance Marketing Firm

- 1. Creation of Company profile on Training Portal to get ID and Password of 2 websites (Training and Examination Portal).
- 2. It may take 2-3 working days to get the Login id and password of 2 websites (Training Portal and Examination Portal).
- 3. Creation of Branch and Unique Registration Number (URN)
- 4. Payment of Training Fees
- 5. Registration of Examination (To create Batch ID)
- 6. Payment of Examination Fees.
- 7. Download the Hall Ticket
- 8. Passing Certificate and Score Card
- 9. Registration of Certificate on the IRDAI Website
- 10. Contact Details of Help desk of III, NSEIT and IRDAI

Step1: Creation of Company profile

To create a company profile, please click on the following link <u>https://www.insuranceinstituteofindia.com/web/guest</u> (Training Portal)



Step 2 : Login id and password of 2 websites.

After the creation of the company profile, you will receive 2 login ids and passwords for the Training portal and Examination portal respectively within 2-3 working days. Please log in to Examination Portal <u>https://www.iiiexams.org/</u> (Examination Portal) to create a candidate's profile for training and examination after receiving the ID and password.



Step 3: Creation of Unique Registration Number -URN

After receiving the ID and password **of the www.iiiexams.org portal**, Company can create a URN**(Unique Registration Number)** A URN of the candidate can be created in two ways 1) Single Registration 2) Bulk Registration

Examination->Training Registration Form

Profile	~	Training Registration Form
Care Site	\sim	
Examination	^	Upload File :
Training Registration Form		Download Template
Training Registration Form Correction		Select File : *
Duplicate URN Creation Form		
Examination Registration		Declaration:
Delete URN		○ We hereby declare that all the information submitted by us is true and we will be held liable for any false information or misrepresentation as per IRDAI Regulations.
Quick Update		File type : zin file (*.zin). Check the template for reference
Training Registration Request Status		Maximum size : 5 megabytes.

Single Registration - Examination->Training Registration Form

Enter details of the candidates as per format. After saving the details Unique Registration Number (URN) will be generated. URN is required for training registration. Once URN is generated it is valid for a lifetime.

Protile	~	Training Reg	istration Fo	rm			
Care Site	\sim	Unload File :					
Examination	^	opidad tile .					
Training Registration Form	>	Download Template					
Training Registration Form Correction		Select File : *	bosen				Upload
Duplicate URN Creation Form							
Examination Registration		Declaration:	at all the informat	tion submitted by us	s is true and we will be	held liable	for any false information or
Ouide Undate		inisiepresentation as pe	i indai negulatit	/113.			
Training Registration Request Status		 File type : zip file (*. Maximum size : 5 me 	zip). Check the egabytes.	template for refere	nce		
Branch Details	\sim	I profor optoring	dotaile :				
Reports	~	I prefer entering	uetalis .				
		Application date		Insurance Categor	ry : *	CoR Type	e : **
		07-Sep-2022		Select	~	Sel	ect 🔪
		Personal Inform	ation :				
		Salutation : * Ap	plicant's name :	*			
		Select 🗸					
		Father's / Husband's Na	ime:*				
		Date of Birth : *	Gender :	*	Category : *		Area : *
			Sele	ect 🗸 🗸	Select	~	Select 🔹
		Nationality : *	PAN : *		Aadhaar No :		
		Select	~				
		Driving License No :	Passport	No :	Voter Identity Card		Photo Id Card of Govt :

Candidate s Photo	and Signat	ture :			
Candidate's Photo : *	Candidat Signaf	e's Signature : **	 File type : image Maximum size : ! 	files (*.jpg 50 kilobytes.	/ *.jpeg / *.png).
(click on the image to select)					
Educational backgr	ound :				
Basic Qualification : *	Board Na	ame : *	Roll number : *		Year of passing : *
Professional Qualification :	*	~			
Contact Informatio	n :				
A 1 Current Address :					
House No : *		Street / Road : *		Town / Cit	y : **
State : *		District : *		Pincode : *	•
Select	~		~		
B] Permanent Address : (Same as	current address			
House No : *		Street / Road : *		Town / Cit	v : **
State : **		District : *		Pincode : *	
Select	~		~		
C] Speedy Contact :					
andline Number	Mobile Nu	mher *	Email Id - *		Contact Person's Email
Landine Number :	Mobile Nu	imber :	Email IG :		*
Employment Details	:				
Primary Profession :*		Employee No :*			
,					
					:
*		*		Branch :	
Branch State :*		Branch District :*			
Branch State :* Select	~	Branch District :*	~		
Branch State :* Select Examination Prefere	vnces :	Branch District : [#]	~		
Branch State :* Select Examination Prefere Examination Mode	► •NCes : Examinati	Branch District : ^{**}	✓ Examination Center	· : *	Examination Language
Branch State :* Select Examination Prefere Examination Mode Online	CEXAMINATI C Select	Branch District : [#]	Examination Center Select	·:*	Examination Language
Branch State : [*] Select Examination Prefere Examination Mode Online	Conces : Examinati Concernent	Branch District : [#] ion Body : * ct	Examination Center Select	·:*	Examination Language

URN Creation of Principal Officer

Please create the URN of the Principal officer using the option named "Examination->Training Registration Form". Bulk registration of the principal officer is not available. For registration of a Principal officer, the company has to upload a Graduation certificate on the website.

Educational background :		
Basic Qualification : * Board Name : *	Roll number : *	Year of passing : *
Graduate 🗸		
Basic Qualification Certificate: *		
Choose File No file chosen		

If the principal officer completed the below-mentioned courses, the candidate will get 25 hours of relaxation in training hours.

Educational backgrou	and :		
Basic Qualification : * Graduate ~	Board Name : *	Roll number : *	Year of passing : *
Basic Qualification Certificate:	*		
Choose File No file choser	1		
Please scan your certificate	e and upload the copy.	_	
File type : image files (*.jp	ng / *.jpeg).		
Maximum size : 50 kilobyt	es.		
Professional Qualification : *		_	
Select			
Select			
Associate / Fellow of Instit	ute of Actuaries of India		
Associate / Fellow of Child Associate / Fellow of Insur Post Graduate Qualification Not Applicable	ance Institute of India n of Institute of Insurance a	nd Risk Management Hyderabad	d

> Bulk Registration- Download Template and upload on site

Profile	~	Training Registration Form
Care Site	V	
Examination	^	Upload File :
Training Registration Form		Download Template
Training Registration Form Correction		Select File : *
Duplicate URN Creation Form		
Examination Registration		Declaration:
Delete URN		misrepresentation as per IRDAI Regulations.
Quick Update		▶ File type : zip file (*.zip). Check the template for reference

Step 4: Payment of training fees

After creating URN to register a candidate for Online Training, go to <u>www.insuranceinstituteofindia.com</u> for payment of fees.

There are two options to do the payment of registered candidates Single and Bulk.

1) Single registration:

IRDAI Examination – Insurance Marketing Firm - Fresh Online Training-Single Registration for Individual Candidate.

Link: <u>https://www.insuranceinstituteofindia.com/web/guest/single-registration-other-than-corporate</u>

(🕅 Home	About us	Examinations	IRDAI Examinations Study	Material	Affiliates	Contact us	FAQs	Sitemap	Usefu	I Links
		"7 C	entre's Venue a	POSP/Insurance Agents	er 2022 (Online exan	nination" Cli	ck for de	tails		
				Corporate Agents			Important I	nformatio	n		
		15		Insurance Marketing Firm	Fresh Or	nline Training	j Sin	gle Regis	tration for		
	6	6	6 6	Web Aggregators	Renewal	Online Train	ing Ind	ividual C	andidate		
				Insurance Brokers-	Flowcha	rt and Circul	ars Hel	p Manua	for Single		
				Authorised Verifiers	Help Ma	nual for	Reg	jistration			
				Web Wallet	Training/	/Exam/Web-'	Wallet Dov	vnload Ti			
			k	To create company profile	Send Lo	gin Details to) Cor	npletion	Certificate		
		100	1 1	Profile	Candidat	te	Dov	vnload E	xamination		
	107 1		1. Alternative Math. 12								

Single Registration

Using this option is candidate/ company can make the payment for online training for which login ID and Password is not required for single registration company

Corporate Agent / IMF / Web Aggregators/Insurance Broker AV Registration Form								
NOTICE: Kindly ensure that you have registered yourself afresh, by filling in the 'Training Registration Form' on IRDAI portal (<u>http://www.liiexams.org/</u>) and the URN you are entering is the newly generated URN (URN for Corporate Agents starts with 'CAI' followed by a number)								
Enter URN No.*:		Search						
Verify PAN*:		Verify PAN						

Candidate details will display on the portal, Please check the details and then do the payment.

As soon as the payment is done, the candidate will receive an ID and password by Email/SMS. So that candidate can start the online training.

Bulk Registration

The companies can register candidates in bulk. For Bulk Registration, the company has to log in to https://www.insuranceinstituteofindia.com through login id and password

Step 1 Prepare excel file to upload on the portal.

Excel file Format

- ▶ URN number save with no heading
- Sheet name should be Sheet1

M H 5 C +				Book1 - Excel					?
FILE HOME INSERT PAGE LAYOUT F	ORMULAS DATA	REVIEW VIEW							
Calibri - 11 -	A A = = = *	🗞 📲 Wrap Text	General	• •	Normal	Bad	- 🖶 🖹	∑ AutoSum →	Azy 🗰
Paste SFormat Painter B I U - SFormat Painter	• <u>A</u> • = = = (🗄 🚈 🔛 Merge & Cen	ter - 😵 - % ,	€.0 .00 Conditiona	Format as Good	Neutral	↓ Insert Delete Forma	t 🔮 Fill *	Sort & Find &
Clipboard 🕞 Font	Gi	Alignment	5 Numbe	r G	Styles		Cells	Edit	ing
A3 \checkmark : $\times \checkmark f_x$									
A B	С	D	Е	F	G	Н	I.	J	K
1 IMF1234567890									
2 IMF9876543210									
3									
4									
← → Sheet1 +						•			
								HH (A)	m

Sheet should save in 97-2003 format

Fresh Data Upload 29-08-2022 12:34 Micro	soft Excel 97-2003 Worksheet
--	------------------------------

Step 2: Excel file upload:

IRDAI Examination –Insurance Marketing Firm -Fresh Online Training-Bulk file upload.

Link: https://www.insuranceinstituteofindia.com/web/guest/bulk-file-upload1

on	IRDAI Examinations Study	Material	Affiliates	Sitem	nap	Circulars	Personnel	Reports
grar	POSP/Insurance Agents	Novembe	er 2022 and	d Dece	mbe	er 2022" Cli	ck for de	
	Corporate Agent / IMF				Impo	ortant Inform	ation	
6	/Web Aggregator WA		-		Pro	fessional Exa	mination	
30	Corporate Agents	-			Reg	jistration/Pap	er Enrollment	_
	Insurance Marketing Firm	Fresh Or	line Training	3	Si	ingle Registi	ration for	
10	Web Aggregators	Repayme	ent of Fresh		Ir	ndividual Ca	ndidate	
2	Insurance Brokers-	Training			H	elp Manual (for Single	
	Authorised Verifiers	Renewal	Online Trair	ning	R	egistration		
1.5	Web Wallet	Report F	resh & Rene	wal	В	ulk File Uplo	ad	
ite of	To create company profile	Flowchar	t and Circul	ars	U	RN Uploade	d & Payment	

1) Select the below option to upload the excel file.

Corporate Agent Corp	orate Wise URN Upload				
Select Intermediary Type:	Insurance Marketing Firm 🗸	File :	Choose File	No file chosen	Upload

2) After choosing file, file name will show on screen and then click on upload

Corporate Agent Corp	orate Wise URN Upload				
Select Intermediary Type:	Insurance Marketing Firm 🗸 🗸	File :	Choose File	Fresh upload IMF.xls	Upload

3) Uploaded URN will show on screen, select record and click on Verify with IRDAI

rom 16-09-2022	To Date". 16	09-2022	3	Reset Dates		
RN:	Intermediary 1 Insurance M	lype". arketing Firm	(V Status : *	$\mathbf{)}$	
		Sear	ch	-		
Select All	URN	Uploaded Date	URN Expiry Date	TCC Validity Date	Status	
		16-09-2022 03:39:03		-	To Be Verified	
		16-09-2022 03:39:03		-	To Be Verified	
2		16-09-2022 03:39:03			To Be Verified	
2		16-09-2022 03:39:03		-	To Be Verified	
After Uploading / Verifing o	lata on this portal , If you h payment Pierra	ave done any changes on www ronce HON and click here	likexams org po	rtal, Before making	Updata Verified	
Verity Sel	ected Records Verify	with IRDA		Go to Payment	Go to Payment	
	Change Of	the et fined Through Single Pa	yment Not Done	Change Status		
last Candes Dravidas Name	Salact M					

 Step 3: After uploading URN please select IRDAI Examination- Insurance Marketing Firm - Fresh Online Training-URN uploaded and Payment pending.

					_				
🕅 Home About us Exami	nations	IRDAI Examinations	Study	Material	Affiliates	Contac	tus FAC	Qs Sitemap	Useful Links
g Program Schedule for the Mor	nth of De	POSP/Insurance Ager	nts	023" Clic	k for details	s "In	stitut		
		Corporate Agents			Important Inf	ormation			
		Insurance Marketing	Firm	Fresh On	line Training		Single Re	egistration for	
		Web Aggregators		Repayme	ent of Fresh		Individua	al Candidate	
		Insurance Brokers-		Training			Help Mar	nual for Single	
		Authorised Verifiers		Renewal Online Training		Registration			
		Web Wallet R To create company profile F		Report Fresh & Renewal Flowchart and Circulars		Bulk File Upload			
	-					URN Uploaded & Payment			
ALL ALL		Profile		Help Mar	nual for		Pending		
to Insurance Institute of India		Update GSTIN		Training/	Exam/Web-	Wallet	Downloa	d Training	
ce Institute of India formerly known as Fe	ederation of	Broker Online Trainin	g -	Send Log	gin Details to)	Completi	on Certificate	
shed in the year 1955, for the purpose of	promoting I	Fresher		Candidat	e		Downloa	d Examination	n
nd training provider I.I.I. is closely associa	ated with all	Broker Online Trainin	g -	Training	Hours Comp	leted -	Passing (Certificate	
urance regulatory authority of india, public	c and private	Renewal		Bulk Upd	late		Downloa	d Receipt for	Fresh
		Web Service		Re-paym	ent in Bulk		Online Tr	aining	
Lics Events		Examination Registra	tion	Downloa	d Duplicate	Receipt	Push Dat	a to Examina	tion
A +					· ···· ······	to in Daoir	Portal an	d TCC Bulk	

16-09-2022	To Date"	5-09-2022	3	Reset Dates		
E	Intermediary	Type": Marketing Firm	- (Status *	\rightarrow	-
		Sear	ch	<u> </u>	~	
Select All	URN	Uploaded Date	URN Expiry Date	TCC Validity Date	Status	
		16-09-2022 01:06:34			To Do Payment	
		16-09-2022 01:06:34		-	To Do Payment	
		16-09-2022 01:06:34		-	To Do Payment	
		10.00.0000.04-00.04			To Do Paumant	

Please Select 1) excel Uploaded Date 2) Status - To do payment 3) Go to payment

After clicking on Go to the payment below details will display on portal

Please select 1) Mode of Payment 2) Select service provider name from drop down 3) Mode of Training 4) GSTIN State 5) GSTIN Number and the click on proceed.

Please select the mode of payment: Online 	O Web Wallet
Select Service Provider Name *	
Mode of Training: (Web + Mobile App) based Online Training	
GSTIN State * : 🗸	
GSTIN No.:	
Link to add GSTIN	
l I	Proceed

Corporate Wise Payment Confirmation							
Date : 16/09/2022		Order No :					
Candidate Name							
Email							
Mobile							
GSTIN Number							
GSTIN State		Maharashtra					
	Payn	nent Details					
Reference Id		1272					
Registration Amount		3000.0					
CGST		270.0					
SGST		270.0					
Grand Total		3540					
You can make	e payment using your (Credit/Debit card as well Internet Banking.					
	Paym	ent Charges					
Mode of Payment		Charges applicable					
Internet Banking	Rs.12 per Transaction						
Debit Card (Visa / Master)	1.00% of Transaction Amou	int (Minimum Rs.12/-)					
Credit Card	1.50% of Transaction amou	int (Minimum Rs.12/-)					
Amex/Diners card	3.00% of Transaction amou	int (Minimum Rs.12/-)					
Wallet / Prepaid Card	Rs.12 per Transaction						
Minimum Charges	All Charges subject to a min	nimum of Rs. 12/- per transaction.					
Mobile wallets / Cash cards	For PayTM wallet : 2.00% of For all others: 1.75% of Cu	of Customer Payment Amount stomer Payment Amount					
UPI / UPI QR	NIL						
I have read and understood the Help Manual available on website. I agree that decision of III in all the matters will be final and binding upon me.							

Please Confirm Yes No

Receipt will be generated.

Receipt For Corporate Agent- Fresh Online Training	- Bulk Registration - Online Payment					
भारतीय बीमा संस्थान INSURANCE INSTITUTE OF INDIA	Insurance Institute of India (III) Plot No C-46,Near U.S. Consulate, G-Block, Bandra Kurla Complex, Bandra East,Mumbai,Maharashtra 400051 Telephone Number : 022-26544220/257/208 Email Id : reg.exams@iii.org.in Website : www.insuranceinstituteofindia.com PAN No Of The III : AAATI1174R TAN No Of The III : MUMI00157D Service Tax No : AAATI1174RSD001 HSN Code : HSN is not applicable to III GSTIN Of III : 27AAATI1174R127 Application Reference No (ARN) Of III : AA2704170743831 SAC Code Of III : 999299 (Commercial Training & Coaching)					
	Click Here to return Home Page					
Date : 16/09/2022	Order No : 82449292					
Company Name						
Email Id						
Mobile Number						
	Payment Details					
Reference Id	1272					
Total Amount	3000.0					
CGST	270.0					
SGST	270.0					
Grand Total	3540.0					
Company Address						
	1					
GSTIN of State Bank of India						
GSTIN State	,					
	Transaction Details					
Transaction Number	WHMP1272					
Transaction Date	16-09-2022 15:07:05					
Transaction Status	PGS10001-Success					
Note : Please save this receipt for future reference						
Print						

As soon as the payment is done, the candidate will receive an ID and password by SMS/Email. So that candidate can start the online training.

After completion of training to download the training completion certificate kindly **visit** <u>www.insuranceinstituteofindia.com</u>.

🕅 Home About us Exar	minations	IRDAI Examinations	Study	Material	Affiliates	Contac	tus f	FAQs	Sitemap	Useful
Essay and Technical Paper	POSP/Insurance Ager	its	been decla	red" Click	for deta	ails				
		Corporate Agents			Importan	t Informa	tion			
	Insurance Marketing	surance Marketing Firm Fre		Fresh Online Training		Single Registration for				
		Web Aggregators		Renewal Online Training Flowchart and Circulars		Individual Candidate				
		Insurance Brokers-				Help Manual for Single				
	11 12	Authorised Verifiers	uthorised Verifiers		Help Manual for		Registration			
	1111	Web Wallet		Training/Exam/Web-Wallet		Download Training				
Report and some the set	E.A.	To create company p	To create company profile		Send Login Details to		Completion Certificate			
		Profile		Candidate			Downl	load Ex	kamination	
me to insurance institute of ind	ndia Broker Online Training -			Nowo Up	data	Passin	ig Cert	ificate	_	
urance Institute of India formerly know	n as Federati	Fresher		ad Memorial)	Mangemen	t'	Downl	load Re	eceipt for Fi	resh
qualifications are held in esteem bo	ose of promo th by the rec	Broker Online Trainin	g -	s an leading			Online	e Traini	ng	
n and training provider I.I.I. is closely	associated wi	Renewal		dustry which	-		Insura	ince M	arketing Fir	m -
Insurance regulatory authority of india	, public and p	Web Service					IMF (C	Old Car	ndidates)	

Step 5 : Registration of Examination.

To register for the examination **Batch id** is required. No individual candidate can create a batch ID for examination registration. The company/ Corporate has to create a Batch ID for their candidates.

After the completion of training, the candidate has to contact their sponsored company for batch id creation of examination registration.

To create a batch ID, Company / Corporate can go to <u>https://iiiexams.org</u> and log in on portal through the company's login id

Select Examination-Examination Registration

Profile	~	Exam Registra	ation				
Care Site	\sim						
Examination	>	Upload File					
Training Registration Form					To Downl	oad Template for bu	ulk upload Click Here
Training Registration Form Correction		Select File : * Choose File No file (chosen				Upload
Duplicate URN Creation Fo	rm						
Examination Registration	>	Manual Batch Cre	ation				
Delete URN		From Date*	т	o Date [*]		Exam Body*	
Quick Update		12-Sep-2022		12-Sep-2022		Select	~
Training Registration Requ Status	est	Exam Center*					
Branch Details	\sim	All		~		Sea	rch Candidates
Reports	~						

Two option available to create batch id

- 1) Manual Batch Creation
- 2) Bulk upload

Exam Registration		
Upload File		
*		To Download Template for bulk upload <u>Click Here</u>
Select File : "		
Choose File No file chosen		Upload
Manual Batch Creation		
From Date [*]	To Date [*]	Exam Body [*]
12-Sep-2022	12-Sep-2022	Select 🗸
Exam Center [*]		
All	~	Search Candidates

1) Manual Batch Creation

To create a Batch ID follow the below steps.

- Select the date in Application from date and to date (the date on which date the URN was created). E.G If URN number is CAI2807220123 urn creation date is 28.07.22
- 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.

	Process All records on this page				
	Applicant Name	URN	Preferred Exam Date (Mandatory)	Email	TCC Expiry Date
0	Nillin				06 Sep 2023
2	M				06 Sep 2023

- 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.
- Once the batch ID is generated then no modification is allowed.
- After generation of Batch ID you can make the payment of the Batch ID/ through the given URL:

http://nseitexams.com/OnlinePayment/paymentRequest.jsp

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

2) Bulk Upload

Bulk batch ID creation facility is provided. Download the template and enter details as per format and upload on portal.

XI	5 C · +			Ex	aminationRegistration ((1) [Compatibility Mo	ode] - Excel		
FILE	HOME INSERT	PAGE LAYOUT FORMU	ILAS DATA REVIEW	VIEW	_				
	X Cut	al - 10 - A	A [*] ≡ <u>=</u> ≫ • ₽	Wrap Text Gene	eral 👻	F2 🐨	Normal	Bad	+
Paste	S Format Painter B	I U - 🖾 - 🛆 - 🗚	• = = = e e =	Merge & Center 👻	% * €.0 .00 C	Conditional Format a	Good	Neutral =	Insert
	Clipboard 🕞	Font	Alignment	G	Number 🕞	ormatting · lable ·	Styles		
H11	- E 🗙	$\checkmark f_x$							
	٨	P	C	D	E	F	G		
1		Payment Mode	Insurer Remark	Enrollment No.	OnOrAfterDat	e Emaillde	Batch Mode	Scheduling Mor	
		F ayment wode	mouler ivernark	Linoimentito	UNUAREDat		Batch Wode		10
2					r OnOrAfter	Date			
3					Validation:	Mandatory Field			
4					Format: dd-	-MMM-yyyy example -	01-Jan-2019		
5					While enterin	ng enter as text examp	le '01-Jan-2019		
6									
7									
8									
9									
10									
11									-
12									
13									

Step 6 Payment of Examination Fees.

After the creation of batch id candidate/ company has to pay examination fees

Link: https://iiiexams.org/Home/Index

Home	Payment -	Download -	Modifications	Service Providers+	Study Material -	Practice Test	FAQ's •		
	Exam fees			Welcome to the new s	ite of IIIExams.org	Portal best viewe	d on Google Chro		
	Service Tax								
📳 Quick Login		Notif	fications	Å Find Exam Center					
User Id		Upcoming Download	g schedule of Tal the upcoming sche	P Enter your PIN Code					
Password Forgot Password? Change Password?		Declarati As per the confirm th Income Ta	Declaration as per Section 206AB of the Income Tax Act, 1961 As per the Section 206AB of the Income Tax Act, 1961, we hereby confirm that NSEIT Limited having PAN AABCN0159P have filed our Income Tax Return for the preceding two Financial Years. Accordingly we				E Help Desk		
	Login	request yo applicable section 20 your emai	ou to continue Tax rates only and not)6AB of the Income il on shwetal@nseil	 222-625077 022-427065 ★ tech.support 	40 00 @nseit.com				
Make Payment Batch ID / URN Search	O Book Seat								
1. Candidate 2. For any pa	Can make a payme ayment related quer	nt next day after confir y, insurance company/	rmed for examination /candidate needs to o	n. contact the respective bank.	il) and note down the Cust	omer Deference numb	er.		

- 4. In case the message shows as payment is "Unsuccessful" and amount is debited from bank account then kindly contact your respective bank.
- 5. Exam fees once paid will not be refunded under any circumstances once scheduled, even if candidate chooses to remain absent for the examination.
- 6. In case of payment confirmation not received, transaction amount will be refunded back within 3 4 working days.

7. Our helpline number is 022-42706500 (timing 9:30 am to 5:30 pm). You may also send an email to iiiexa	m_reg@nseit.com
--	-----------------

The candidate has to book a seat whose batch id is created as **self-scheduling** after making the payment. The candidate will receive a schedule whose batch id is created as auto-scheduling after making the payment.

The venue & Examination Slot details will be informed to the candidate by SMS/ Email.

Step 7: Download Hall Ticket

Candidate can download Hall Ticket



Please enter either Date of Birth OR Date of Exam to download Hall Ticket

Step -8 Examination passing certificate and Score Card

Examination passing certificate

After passing the examination, you can download the examination passing certificate on www.insuranceinstituteofindia.com using the following link

https://www.insuranceinstituteofindia.com/web/guest/examination-passingcertificate

Home About us Examination	ons 📋	IRDAI Examinations	Study	Material	Affiliates	Contac	t us	FAQs	Sitemap	Useful
Essay and Technical Paper Writing	g Co	POSP/Insurance Agen	ts	been declared" Click for details						
		Corporate Agents			Importa	nt Informa	tion			
	11	Insurance Marketing Firm		Fresh Online Training		Single Registration for				
	11	Web Aggregators		Renewal Online Training			Individual Candidate			
		Insurance Brokers-		Flowchart and Circulars			Help Manual for Single			
	No	Authorised Verifiers		Help Manual for		Registration				
		Web Wallet		Training/Exam/Web-Wallet		Download Training				
The second secon		To create company profile Profile		Send Login Details to Candidate		Completion Certificate				
						Download Examination				
ie to Insurance Institute of India		Broker Online Training -				Passing Certificate				
ance Institute of India formerly known as Fee			ad Memorial	Mangeme	News Update		Download Receipt for Fresh			
olished in the year 1955, for the purpose of p	Broker Online Training -		h the country				Online Training			
and training provider I.I.I. is closely associate	e reg ed wit	Renewal		dustry which			Insurance Marketing Firm -			m -
nsurance regulatory authority of india, public a	Web Service						IMF (Old Candidates)			

Score Card

Link to download Scorecard: https://iiiexams.org/Candidates/Scorecard

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on Google Chrome 73 and above	Hall Ticket						
Quick Login User Id Password Forgot Password? Change Password?	Score card Notifi Upcoming Download to Declaration As per the confirm that Income Tax request you	 card Wotifications Upcoming schedule of Tab Based Exam Download the upcoming schedule of Tab Based Exam download Declaration as per Section 206AB of the Income Tax Act, 1961 As per the Section 206AB of the Income Tax Act, 1961, we hereby confirm that NSEIT Limited having PAN AABCN0159P have filed our Income Tax Return for the preceding two Financial Years. Accordingly we request you to continue Tax Deduction at Source (TDS) as per the applicable rates only and out at the biology rates as prescribed under 			Find Exam Center		
Lüğin	Candidate Download t	ates only and no AB of the Incom on shwetal@nse self declaration he candidate set	ot at the higher rates as pres le Tax Act. For more informat it.com. In form related to Covid-1: f declaration form related to	cribed under tion please send <i>download</i> 9 Covid-19	O22-42706500 icch.support@nseit.com Timing Monday To Saturday		

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- If the examination passed within six months kindly enter the date of the examination.
- > If the examination passed before six months kindly enter date of birth.

Step 9: To generate the code of **license** on the IRDAI portal, kindly contact to sponsored company. After processing the documents from your sponsored company your licence will generate. **Please visit** https://agencyportal.irdai.gov.in/

Contact Details:

Query	Portal	Email ID	Telephone Number
Company Profile	https://www.in suranceinstitute ofindia.com	reg.exams@iii.org.in	022- 26544220/20 8/298
Login Id of Examination portal	https://iiiexam s.org	tech.support@nseit.com	022- 42706500
Login Id of Training portal	https://www.in suranceinstitute ofindia.com	reg.exams@iii.org.in	022- 26544220/25 7/208/298
Branch Creation	https://iiiexam	tech.support@nseit.com	022-
Training Registration Form	<u>s.org</u>		42706500
Single URN creation			
Bulk upload File of URN creation			
Training Registration	https://www.in	reg.exams@iii.org.in	022-
Training Completion Certificate	ofindia.com		7/208/298
Examination Registration	https://iiiexam	exams_schedule@nseit.com	022-
Online Payment for examination	<u>s.org</u>		42547510 /42547458
Hall Ticket, Score Card			
Examination fees receipt			
Passing Certificate	https://www.in suranceinstitute ofindia.com	reg.exams@iii.org.in	022- 26544220/25 7/208/298
To generate a certificate of registration (License)	https://agencypo rtal.irdai.gov.in/	imf@irdai.gov.in	040- 23009733