

Frequently Asked Questions (FAQ) of  
Fresher's Online Training for Insurance Brokers

Q. How to register for Online Brokers Training?

Ans. The step by step process to register for online brokers training is as follows :

1. Enroll/Register yourself by using following link on III's Website  
<https://www.insuranceinstituteofindia.com/web/guest/broker>
2. Please click on following link for Help Manual and follow the instructions mentioned in the Help Manual for Insurance Broking Online Training.  
<https://www.insuranceinstituteofindia.com/documents/10156/5a16b1ce-efcb-448a-b559-9bc603953c0f>
3. Each individual will have to make a payment of Rs 2290/- by online payment mode ONLY.
4. After successful payment on III portal you will receive the training id of III, login ID, password and link to access the 50/25 Hours Fresher's Brokers Training module by email on your registered email id. The training module software will calculate the number of hours of training. It will show you number of hours on first page of training module at right lower corner of the screen.
5. After completion of 50/25 hours training you can generate the training completion certificate on the III portal using following link.  
<https://www.insuranceinstituteofindia.com/web/guest/candidate-certificate-generation1>
6. Please note that the training module will be available only for 60 days from the date of enrollment on III portal.
7. In case of any difficulties, you can write to [reg.exams@iii.org.in](mailto:reg.exams@iii.org.in)
8. The candidate has to appear for Online examination conducted by National Insurance Academy, Pune.

Q. While uploading/resizing photo, I am facing problem. What should I do?

Ans. Please refer help manual for photo resizing, pl. click following link.  
<https://www.insuranceinstituteofindia.com/documents/10156/b268b962-a6c0-47f7-89e0-954529c931fa>

Q. For what time period, training module is available?

Ans. The training module will be available for 60 days from the date of enrollment date.

Q. After I have downloaded training completion certificate, still if I want to access training module, is it possible?

Ans. Even if you have downloaded the certificate, training module will be available for 60 days from the date of enrollment.

Q. If login id is deactivated after 60 days, is there any possibility to extend time or activate login?

Ans. After completion of 60 days, the login id will be deactivated automatically which cannot be activated / extended in any scenario.

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**Q.** After completion of training, how can I download training completion certificate?

**Ans.** You can download the Training Completion Certificate using following link.  
<https://www.insuranceinstituteofindia.com/web/guest/candidate-certificate-generation1>

**Q.** Will I get the hard copy of the training completion certificate on my postal address?

**Ans.** The downloaded certificate is final. You will not get any hard copy of this certificate.

**Q.** After making successful registration, I have not received Id and password of training module?

**Ans.** Please mail to [support.lx@learningmate.com](mailto:support.lx@learningmate.com) and [reg.exams@iii.org.in](mailto:reg.exams@iii.org.in)

**Q.** How time is calculated while accessing Online Training Module?

**Ans.** **TIME CALCULATION->**

- 1) The basis of completion of the training is number of hours spent by you after logging in the training module. The user must complete 50 hours on the course timer to be eligible for getting the online training completion certificate. Overall the system will calculate the number of hours spent by you in the training module. It is necessary to access modules which are relevant to your syllabus. Other modules are optional which can be accessed by you if you desire to have additional information.
- 2) Sometimes after completion of 50 hours of training, it may show you "in progress /finished" status for any one link. It does not affect the total number of training hours.
- 3) The Training module is like power point presentation. As soon as you will start to spend time on training module, the system will start calculating the time.
- 4) The training module software will calculate the number of hours of training. The number of training hours completed will be displayed at the right lower corner of the screen.

**Q.** Which are the modules that I need to study?

**Ans.** It is necessary to access modules which are relevant to your syllabus. Other modules are optional which can be accessed by you if you desire to have additional information.

The following is the list of modules to be completed for the respective training program selected by you.

<b>Sr. No.</b>	<b>Training Program Selected</b>	<b>Modules to be completed</b>
1.	Direct Life Insurance Broker	Compulsory and Life Insurance
2.	Direct General Insurance Broker	Compulsory, Motor, Marine, Health & Personal Accident, Fire, Engineering, Liability and Miscellaneous
3.	Direct Life & General Insurance Broker	Compulsory, Motor, Marine, Health & Personal Accident, Fire, Engineering, Liability, Miscellaneous and Life Insurance
4.	Reinsurance Broker	Compulsory and Reinsurance
5.	Composite Broker	Compulsory, Motor, Marine, Health & Personal Accident, Fire, Engineering, Liability, Miscellaneous, Life Insurance and Reinsurance

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Q. If I want to go to any slide any time, is it possible?

Ans. You can go to any slide by using left side icon "Table of Contents" in the training module.

Q. **After login, I could see only Licentiate/Associate/fellowship E-Learning subjects. Could not find brokers course, What should I do?**

Ans. **ALREADY SUBSCRIBED FOR E-Learning of LICENTIATE/ASSOCIATE/FEELOWSHIP->**

You can access brokers training module by changing to III brokers digital Institute by using the option <<Switch Institute>> at top right portion of screen if you are already registered for E-Learning of Licentiate/Associate/Fellowship.

Q. What is the minimum percentage required to pass the examination?

Ans. After the completion of the training, you have to pass the Online Brokers examination conducted by National Insurance Academy (NIA), Pune with a minimum of **60% marks to receive the Broker's certificate which is a mandate for procuring and soliciting business.**

Q. How can I get Brokers Syllabus approved by IRDAI ?

Ans. Click here to download brokers syllabus approved by IRDAI.

<https://www.insuranceinstituteofindia.com/documents/10156/662bc8ea-2065-45ee-969c-5be4c66f0470>

Q. What is Brokers Examination Pattern conducted by NIA,Pune?

Ans. Click following link to download "Brokers Examination Pattern conducted by NIA,Pune"

<https://www.insuranceinstituteofindia.com/documents/10156/902fb02f-1321-440b-96c9-1b757424a8ec>

Q. How to register for Brokers Examination conducted by NIA,Pune?

Ans. For the registration of brokers examination, you need to follow the below mentioned process:

Kindly download the form from the link below and fill and courier/handover the hard copy to NIA, Pune directly on/before the last date mentioned by NIA.

[http://www.niapune.com/brokers\\_examination.php](http://www.niapune.com/brokers_examination.php)

Exam Date: The examination date and last date of accepting form for broker examination will be declared by National Insurance Academy, Pune.

Required Documents for Examination:

1. Brokers Examination Form
2. Graduation Certificate (Attested)
3. Brokers Training Completion Certificate
4. Demand Draft/NEFT of Rs. 2500/- in favour of 'National Insurance Academy' payable at Pune

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**Q. Instructions to Fill up Examination Form**

1) There is one column for stamp and seal of the institute. Please write "Not Applicable" in this column.

Signature of the Authorized Officer of  
the Accredited Training Institute with stamp }

Not Applicable

2) Name and Address of the Training Institute: Insurance Institute of India  
Address of the Institute : G-Block, C-46, Bandra Kurla Complex, Bandra (E), Mumbai, Pin-400051

3) Mobile/Tel.: 022-26544200 Email: [reg.exams@iii.org.in](mailto:reg.exams@iii.org.in)

**Q. How can I get Hall-Ticket of Brokers Examination conducted by NIA?**

**Ans.** You will receive hall-tickets on your email-ID which is mentioned on examination form submitted to NIA, Pune.

**Q. How will I get Brokers Examination Passing Certificate?**

**Ans.** You will receive passing certificate of brokers examination on your postal address which is mentioned on examination form which is submitted to NIA, Pune within 2 months.

**Q. To whom should I mail if I face any problem regarding online training?**

**Ans.** In case of any difficulties regarding training, you can email us on [reg.exams@iii.org.in](mailto:reg.exams@iii.org.in) and regarding examination, please visit [www.niapune.com](http://www.niapune.com) .