Help Manual for Renewal Training and Re-Renewal Online Training – Bulk Registration

Login to our website <u>www.insuranceinstituteofindia.com</u> using ID and Password.

Steps – A) To see eligible candidates for re-renewal training

- B) To upload Certification Number
- C) To make Payment for Training

A) You can find out Eligible candidates for Re-Renewal Candidates.

(Note-Re-Renewal- The candidates who have completed training previously.)

s	IRDAI Examinations Study	Material	Affiliates	Contac	t us	FAQs	Sitemap	Useful Lir
сH	POSP/Insurance Agents	aining Sc	hedule fron	n Janua	rv 20	22 to Fe	ebru	
	Corporate Agents	Fresh Or	line Training		t Info	rmation		
	Insurance Marketing Firm	Repayme	ent- Fresh Tr	aining	onal F	vaminatio	n	
12	Web Aggregators	Renewal	Online Train	ing	Sing	le Regist	ration for	
	Insurance Brokers-	Report			Rene	ewal Onli	ne Training	
11	Authorised Verifiers	Flowchar	t and Circula	ars	Help	⊢Single F	Registration	
14	Web Wallet	Help Mar	nual for		Help	-Bulk Re	gistration	
R.	To create company profile	Training/	'Exam/Web-	Wallet	To U	pdate En	nail ID / Mo	obile
-41	Profile	Send Log	gin Details to	•	in bu	ılk		
lia	Update GSTIN	Candidat	te		Help	Manual	to update	
'n a:	Broker Online Training -	Downloa	d Duplicate	te Receipt Mobile/Email in Bulk		in Bulk		
ose oth I	Fresher	E Book I	C 38		Rene	ewal Trng	j - Bulk	
ass	Broker Online Training -	OLD Rep	orts		Payn	nent		
i, pi	Renewal	Downloa	d Invoice cu	m	Uplo	ad Certif	icationNo /	
ts	Web Service	Receipt			PAN			
	Examination Registration		I	nsurance I	Re-p	ayment	in Bulk	
	Re-payment and Data Downlo	ad Functio	nality In Bulk					
	Please Select URN Type For Repayment/	Data Download	*: Da	ita Type *:			Select Type	of Intermediary :*
	Fresh Online Training 🔹		wnload Dat	ita 🔻S		 Select 		
	Fresh Online Training		UR	N Creation To	Date			
	Renewal Online Training							

Re-p	ayment and Da	ita Downlo	ad Functionality	In Bul	lk							
Pleas	e Select URN Type F	For Repayment	/ Data Download *:		Data Type *	:			Select T	ype of Interme	ediary :*	٦
Re-R	enewal Eligible Ca	ndidates 🔻			Download	Data		•	Corpor	ate Agent	v	
				COR Validity To Date								
CORV	alidity From Date 01	-01-2019			31-03-2019			•				
	Re	set Dates	Search		Show	Re-pay	ment Done			Show Re-pa	yment Not Done	
Re-P	ayment can be don	e for Renewal	Online Training for the	e candid	ates who hav	e not cor	npleted the	trainin	g within	the stipulated	time period i.e. 30 days	
	·			fro	om the payme	nt date.			- -			
Sr.No.	URN	Pan No	Insurance Category	Certifica	ation Number	of IRDA	COR Type	Payme	ent Allow	ed from Date	Payment Allowed to Dat	te
1			L				SP	02	-10-2021	12:00:00	27-03-2023 12:00:00	
2			L			1	SP	02	-10-2021	12:00:00	27-03-2023 12:00:00	
3			L			2	SP	02	-10-2021	12:00:00	27-03-2023 12:00:00	
4			L				SP	02	-10-2021	12:00:00	27-03-2023 12:00:00	
5			L			5	SP	02	-10-2021	12:00:00	27-03-2023 12:00:00	
6			L				SP	02	-10-2021	12:00:00	27-03-2023 12:00:00	
7			С				SP	02	-10-2021	12:00:00	27-03-2023 12:00:00	
8			L				SP	02	-10-2021	12:00:00	27-03-2023 12:00:00	
9) L			1	SP	02	-10-2021	12:00:00	27-03-2023 12:00:00	
10			L				SP	02	-10-2021	12:00:00	27-03-2023 12:00:00	
11			L				SP	02	-10-2021	12:00:00	27-03-2023 12:00:00	

Show Re-payment Done

Show Re-payment Not Done

Re-Renewal Eligible Candidates

Reset Dates || Search

Help Manual for Renewal Training and Re-Renewal Online Training – Bulk Registration

B) To upload data – for re-renewal/renewal training registration

-			
	Renewal Online Training	Single Registration for	
	Report	Renewal Online Training	
J	Flowchart and Circulars	Help-Single Registration	
	Help Manual for	Help-Bulk Registration	
	Training/Exam/Web-Wallet	To Update Email ID / Mobile	
	Send Login Details to	in bulk	
	Candidate	Help Manual to update	
١	Download Duplicate Receipt	Mobile/Email in Bulk	
	E Book IC 38	Renewal Trng - Bulk	
	OLD Reports	Payment	
	Download Invoice cum	Upload CertificationNo /	
	Receipt	PAN	

۲

EXCEL format – .XLS (97-2003 Excel)

Select Type of Intermediary :* Corporate Agent

	A	B
1	CERTIFICATION NUMBER	ACTIVITY
2		P
3		
	Corporate Agent Online	e Renewal Training - File Upload Screen
Paymeni Select Ty	t Type :* payment for CA Re-Renewal Online Training ype of InfSelect First Payment CA Renewal Online Training Repayment CA Renewal Online Training Repayment Fresh Online Training payment for CA Re-Renewal Online Training	Upload List of :* Certification No of IRDAI ▼ File : Choose File No file chosen Upload
	Corporate Agent Online F	Renewal Training - File Upload Screen
Pavme	nt Type :* payment for CA Re-Renewal Online Training 🔻	Upload List of * Certification No of IRDAI

Companya Apparto	line Demond Tariaine - Cile University Comme	
Corporate Agent Or	nine Renewal Training - File Opload Screen	
Payment Type :* payment for CA Re-Renewal Online Training	Upload List of :*Select	T
Select Type of Intermediary :* Corporate Agent	File : Choose File No file chosen	Upload
F	ile Uploaded Successfully !!!	
Da	Total Records in File : 1 ata Processed Successfully : 1	
	Data for To Do Payment : 1	

File : Choose File Re-Renewal-...ing XLS.xls Upload

Help Manual for Renewal Training and Re-Renewal Online Training – Bulk Registration

C) To make payment

Corporate Agente	Freeh Onlin				
Loguranee Marketing Firm	Repayment	E training	_		
	Repayment	- Fresh fraining	The second secon		4
web Aggregators	Renewal On	nine training	Single Registra		
Insurance Brokers-	Report		Renewal Online	e Training	-
Authorised Verifiers	Flowchart a	nd Circulars	Help-Single Re	gistration	-
Web Wallet	Help Manua	l for	Help-Bulk Regis	stration	_
To create company profile	Training/Exa	am/Web-Wallet	To Update Ema	il ID / Mobile	
Profile	Send Login	Details to	in bulk		_
Update GSTIN	Candidate		Help Manual to	update	
Broker Online Training -	Download D	Duplicate Receip	ot Mobile/Email in	Bulk	
Fresher	E Book IC 3	8	Renewal Trng -	Bulk	
Broker Online Training -	OLD Report	e.	Payment		
Corporate Agents- Online Renewal Training					
	From Date : 07.01.202	12	To Datate 02 42 2022		
	From Date . 07-01-202	<u> </u>	10 Date". 03-12-2022		
Status: * To Do Payment	Pan No:		COR:*ALL V		
nsurance Category:*	Certification No of PO/S	P/AV:	Sort By:* Uploaded Date	•	
Activity Type:* 🔾 To Update Data 💿 To Make Payment					
	Search	Reset			
All Sr. No. Candidate Name - Dan No Velidite Perto	avment Status Insurance C				
31. NO Candidate Name Pari No Validity Date Pa	aymont otatao moaranoo o	Category Certification Number	of IRDAI Email Id	Mobile No	COR Type
1 1		Category Certification Number	of IRDAI Email Id	Mobile No	COR Type Principal Officer CRE2
In the candidate Name Pair No Validity Date Pa In the candidate Name Pair No Validity Date Pa		Category Certification Number	of IRDAI Email Id	Mobile No	Principal Officer CRE2
lease select the mode of payment: Online	• Web W	Certification Number	of IRDAI Email Id	Mobile No	COR Type Principal Officer CRE2
In the candidate Name Pair No Validity Date Pair In the candidate Name Pair No Validity Date Pair In the candidate Name Pair No Validity Date Pair In the candidate Name Pair No Validity Date Pair In the candidate Name Pair No Validity Date Pair In the candidate Name Pair No Validity Date Pair In the candidate Name Pair No Validity Date Pair In the candidate Name Pair No Validity Date Pair In the candidate Name Pair No Validity Date Pair In the candidate Name Pair No Validity Date Pair In the candidate Name Pair No Validity Date Pair In the candidate Name Pair No Validity Date Pair In the candidate Name Pair No Validity Date Pair No Validity Date Pair In the candidate Name Pair No Validity Date Pair No Va	Web W	Ategory Certification Number	Go To	Mobile No	COR Type Principal Officer CRE2
lease select the mode of payment: Online Renewal Online Training of Corpo	• Web W	Allegory Certification Number	Go To The Second	D Payment	Principal Officer CRE2
Renewal Online Training of Corpo Company Name	Web W	/allet	Go To On for Web Wallet Order No : 9520957	D Payment	Principal Officer CRE2
A Candidate Name Pair No Validity Date Pair No Validity Date	Web	Alegory Certification Number	Go Tor Web Wallet	D Payment	Principal Officer CRE2
A Candidate Name Pair No Validity Date Pair No Valir No Validity Date Pair No Validity Date Pair No V	Web W	Allegory Certification Number /allet Allet Payment Confirmation Payment Details [1110	Go To On for Web Wallet Order No : 9520957	D Payment	Principal Officer CRE2
Renewal Online Training of Corpo Renewal Online Training of Corpo Date : 07/01/2022 Company Name Email Mobile III Reference Number No Of Candidates Grand Total	© Web W	Alegory Certification Number Vallet Payment Confirmation Payment Details 1110 1 500	of IRDAI Email Id	D Payment	Principal Officer CRE2
A RO Candidate Name Pair No Validity Date Pair No A Validity Date Pair No Validity	Web W Web W Inave read and under	Altegory Certification Number /allet Payment Confirmation Payment Details 1110 1 500 rstood the Help Manual	of IRDAI Email Id Go To On for Web Wallet Order No : 9520957	D Payment	Principal Officer CRE2
Renewal Online Training of Corpo Renewal Online Training of Corpo Date : 07/01/2022 Company Name Email Mobile III Reference Number No Of Candidates Grand Total I agree	Web W Frate Agents - Pa I have read and under that decision of III in	Allegory Certification Number of Allegory Certification Number of Allegory Allegory Certification Number of Allegory Allegory Allegory Certification Number of Allegory Allego	of IRDAI Email Id Go To On for Web Wallet Order No : 9520957 Order No : 9520957	D Payment	COR Type Principal Officer CRE2
A no candidate Name Pair No Validity Date Pair No A light of the pair No Validity Date Pair No Validity D	Web W Web W Inave read and under	Allegory Certification Number Allet Ayment Confirmation Payment Details 1110 1 500 rstood the Help Manual n all the matters will be Please Confirm Yes No	of IRDAL Email Id	D Payment	COR Type Principal Officer CRE2
A no candidate Name Pair No Validity Date Pair No A light of Candidate Name I I I	Web W Web W Trate Agents - Pa I have read and under that decision of ill in I Online Training -	Allect Confirmation Number of Allect	Go To Go To On for Web Wallet Order No : 9520957 Order No : 9520957 available on website. final and binding upon me.	D Payment	COR Type Principal Officer CRE2
Renewal Online Training of Corpo Renewal Online Training of Corpo Date : 07/01/2022 Company Name Email Mobile III Reference Number No Of Candidates Grand Total Receipt for Corporate Agent - Renewa	Web W Frate Agents - Pa Have read and under that decision of III in Online Training -	Aller Confirmation Number of Aller A	of IRDAI Email Id Go To Go To Order No : 9520957 Order No : 9520957 Order No : 9520957 available on website. Final and binding upon me. Web Wallet Payment of India (III) S. Consulate, G-Block, Bandra Maharashtra 400051	Nobile No	COR Type Principal Officer CRE2
Renewal Online Training of Corpo Date : 07/01/2022 Company Name Email Mobile III Reference Number No Of Candidates Grand Total Receipt for Corporate Agent - Renewa Name III Reference Number No Of Candidates III Reference Number No Of Candidates III Reference Number No Of Candidates III Reference Number No Of Candidates III Reference Number No Of Candidates	Web W Web W Irate Agents - Pa I have read and under that decision of III ii I Online Training -	Allegory Certification Number of Allegory Certification Number of Allegory Allegory Certification Number of Allegory All	of IRDAI Email Id Go To On for Web Wallet Order No : 9520957 available on website. final and binding upon me. Web Wallet Payment of India (III) S. Consulate, Gallock, Bandra by 22-26544220/257/208 Bill org.in modelstituteofindia.com	Nobile No	COR Type Principal Officer CRE2
Into Candidate Name Pail NO Validity Date Pd Image: Intervention of the second se	Web W Trate Agents - Pa Have read and under that decision of III in Online Training - E OF INDIA	Allegory Certification Number of Allegory Certification Certificatio Certificati	Go To Go Tor Web Wallet Order No : 9520957 Order No	Mobile No	COR Type Principal Officer CRE2
Into Candidate Name Pair No Validity Date PA Image: State of the mode of payment: Image: Online <	Web W Trate Agents - Pa Have read and under that decision of III in Online Training - E OF INDIA	Allet Agment Confirmation Agment Confirmation Agment Details Agmen	available on website. final and binding upon me. Web Wallet Payment of India (III) S. Consulting 400051, Bandra Maharashire, 40	Mobile No	COR Type Principal Officer CRE3
Into Candidate Name Pair No Validity Date P Image: Select the mode of payment: Online Renewal Online Training of Corpo Date : 07/01/2022 Company Name Email Mobile III Reference Number No Of Candidates Grand Total Receipt for Corporate Agent - Renewa Image: Select Instruction	Web W	Alled	Go Tor Web Wallet Order No : 9520957	Mobile No	COR Type Principal Officer CRE2
Into Candidate Name Pair No Validity Date Pair No Image: International Control of Corporate Agent - Renewal Online Image:	Web W Trate Agents - Pa Have read and under that decision of ill in Online Training - E OF INDIA	Allet	Go Trop Web Wallet Go Trop Web Wallet Order No : 9520957	Mobile No	COR Type Principal Officer CRE2
Into Candidate Name Pair No Validity Date Print Image: State of the mode of payment: Image: Online	Web W Trate Agents - Pa Have read and under that decision of III in Online Training - E OF INDIA 2022	Allet Agment Confirmation Agment Confirmation Payment Details Agment Details Agme	of IRDAI Email Id Go To On for Web Wallet Order No : 9520957 Order No : 9520957 Order No : 9520957 Available on website. Final and binding upon me. Web Wallet Payment of India (III) Scorasubire 4080651, Bandra Waharashire 4080651, Bandra Maharashire 4080651, Bandra	Mobile No	COR Type Principal Officer CRE2
Into Candidate Rame Pair No Validity Date Print Image: State of the mode of payment: Image: Online Renewal Online Training of Corpo Date : 07/01/2022 Company Name Email Mobile Image: Office of the state	Web W Trate Agents - Pa Have read and under that decision of III ii Online Training - E OF INDIA	Aller Certification Number of Aller Continued of Aller	available on website. final and binding upon me. Web Wallet Payment binding upon me. Web Wallet Payment binding upon me. S. Consulate, 4080cK, Bandra Mathematical States and States	Mobile No Mobile No Payment Kurla Complex, V43831 Coaching)	COR Type Principal Officer CRE2
Into Candidate Raine Pair NO Validity Date Pierro Image: Pair No Validity Date Pierro Image: Pair No 1 Image: Pair No Image: Pair No Image: Pair No Image: Pair No Image: Pair No Image: Pair No Image: Pair No Image: Pair No Image: Pair No Image: Pair No Image: Pair No Image: Pair No Image: Pair No Image: Pair No Image: Pair No Image: Pair No Image: Pair No Image: Pair No Image: Pair No Image: Pair No Image: Pair No Image: Pair No Image: Pair No Image: Pair No Image: Pair No Image: Pair No Image: Pair No Image: Pair No Image: Pair No Image: Pair No Image: Pair No Image: Pair No Image: Pair No Image: Pair No Image: Pair No Image: Pair No Image: Pair No Image: Pair No Image: Pair No Image: Pair No Image: Pair No	Web W Trate Agents - P'a Have read and under e that decision of III in Online Training - E OF INDIA 2022	Aller Certification Number of Aller	Correction of the second seco	Mobile No	COR Type Principal Officer CRE2
Into Candidate Raine Pair NO Validity Date P Image: Select the mode of payment: Online Renewal Online Training of Corpo Date : 07/01/2022 Company Name Email Mobile Ill Reference Number No Of Candidates Grand Total Image: Select the mode of payment: Image: Select the mode of payment: Image: Select the mode of payment: Image: Select the mode of payment: Image: Select the mode of payment: Image: Select the mode of payment: Image: Select the mode of payment: Image: Select the mode of payment: Image: Select the mode of payment: Select the mode of payment: Image: Select the mode of payment: Select the mode of payment: Image: Select the mode of payment: Select the mode of payment: Image: Select the mode of payment: Select the mode of payment: Image: Select the mode of payment: Select the mode of payment: Image: Select the mode of payment: Select the mode of payment: Image: Select the mode of payment: Select the mode of payment: Image: Select the mode of payment: Select the mode of payment: Image: Select the mode of payment: Select the mode of payment: Image:	Web W Trate Agents - P'a Have read and undel that decision of III in Online Training - E OF INDIA 2022	Alled Continued and a second s	Corder No : 9520957 Corde	Kurla Complex,	COR Type Principal Officer CRE2
Into Candidate Raine Pair NO Validity Date Pair NO Image: Company Name Online Image: Company Name Email Mobile Image: Company Name Image: Company Name Image: Company Name Image: Company Name Image: Company Name Receipt for Corporate Agent - Renewa Image: Company Name Image: Company Name Image: Company Nam	Web W Web W Inave read and under e that decision of ill in I Online Training - E OF INDIA	Allet	Con tor Web Wallet Con tor Web Wallet Corder No : 9520957 Con tor Web Wallet Corder No : 9520957 Context and binding upon me. Context and binding upo	Mobile No	COR Type Principal Officer CRE2
Into Candidate Raine Pair NO Validity Date Pair NO Image: Select the mode of payment: Online Renewal Online Iraining of Corpo Date : 07/01/2022 Company Name Email Mobile III Reference Number No Of Candidates Grand Total Image: Insurance Institute Insurance Institute Company Name Email Mobile III Reference Number No Of Candidates Grand Total Insurance Institute Insurance Institute <tr< td=""><td>Web W Web W Inate Agents - Pa Inate Agents - Pa</td><td>Allet Allet Allet</td><td>Con tor Web Wallet Con tor Web Wallet Corder No : 9520957 Con tor Web Wallet Corder No : 9520957 Context and binding upon me. Context and binding upo</td><td>Mobile No Mobile No Payment</td><td>COR Type Principal Officer CRE2</td></tr<>	Web W Web W Inate Agents - Pa Inate Agents - Pa	Allet	Con tor Web Wallet Con tor Web Wallet Corder No : 9520957 Con tor Web Wallet Corder No : 9520957 Context and binding upon me. Context and binding upo	Mobile No Mobile No Payment	COR Type Principal Officer CRE2