Enter your Login Name and Password

Login Name

Password

LOGIN   CLEAR

Reset Password New

Forgot Username(Registered Candidates)

Please Note : Multiple logins of a single user from same or different browser (Device) has been prohibited. Only one login will remain active at a time.

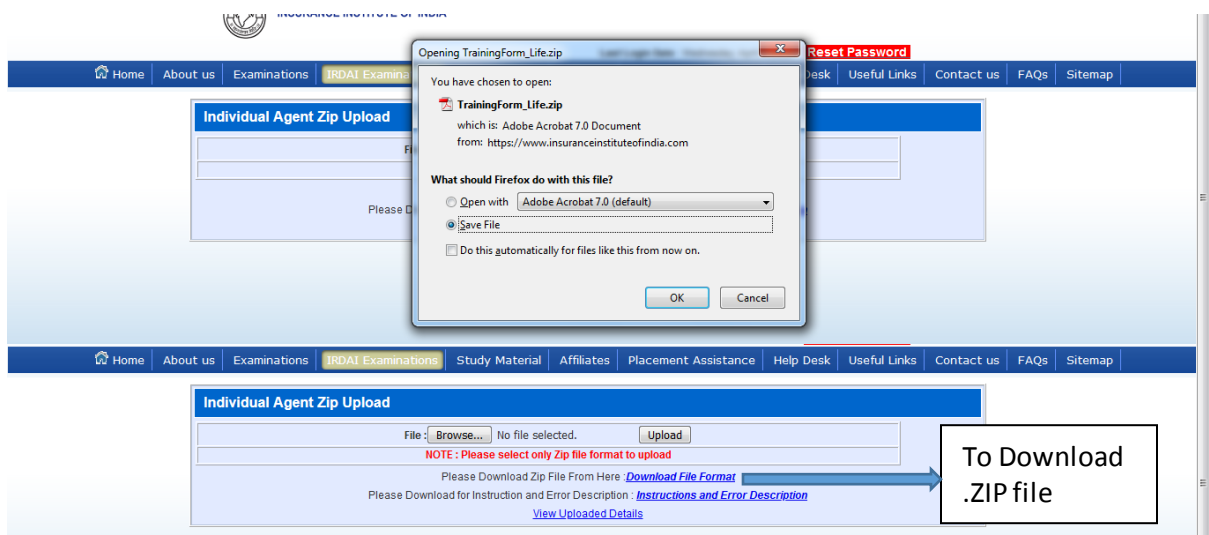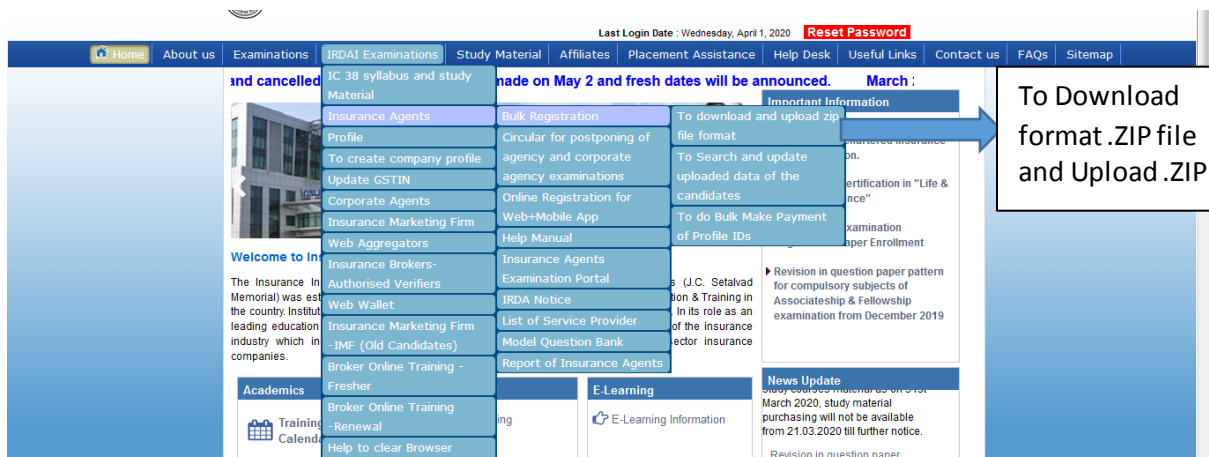Go to IRDAI Examinations->Insurance Agents->Bulk Registration->To Download format file

To Download format .ZIP file and Upload .ZIP

Individual Agent Zip Upload

File : Browse...   No file selected.   Upload

NOTE : Please select only Zip file format to upload

Please Download Zip File From Here : *Download File Format*

Please Download for Instruction and Error Description : *Instructions and Error Description*
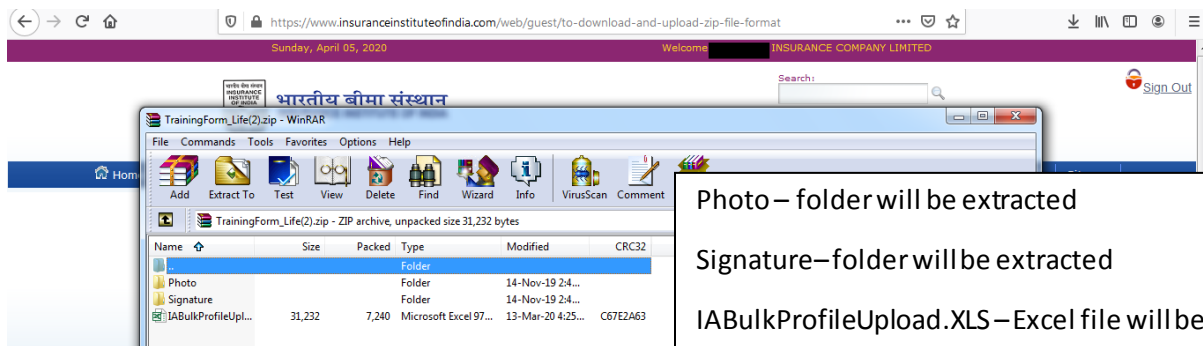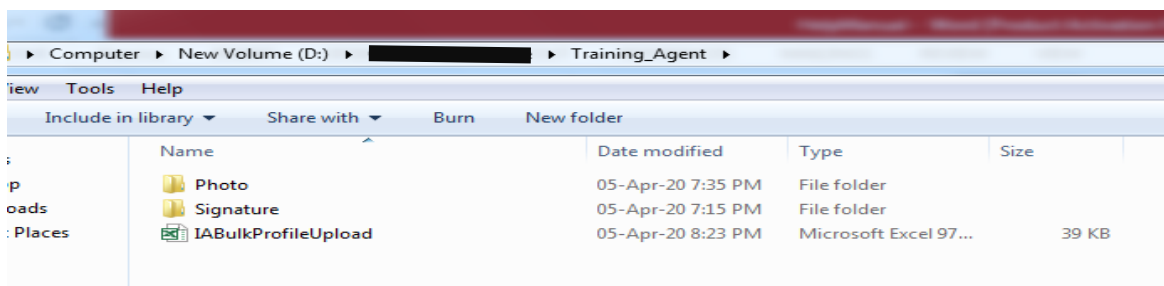
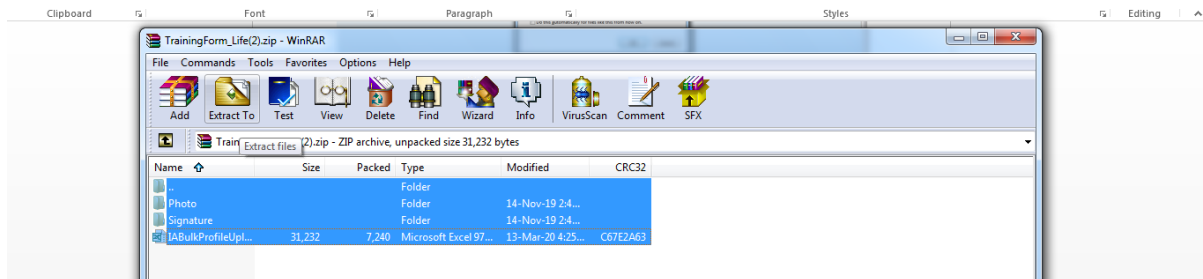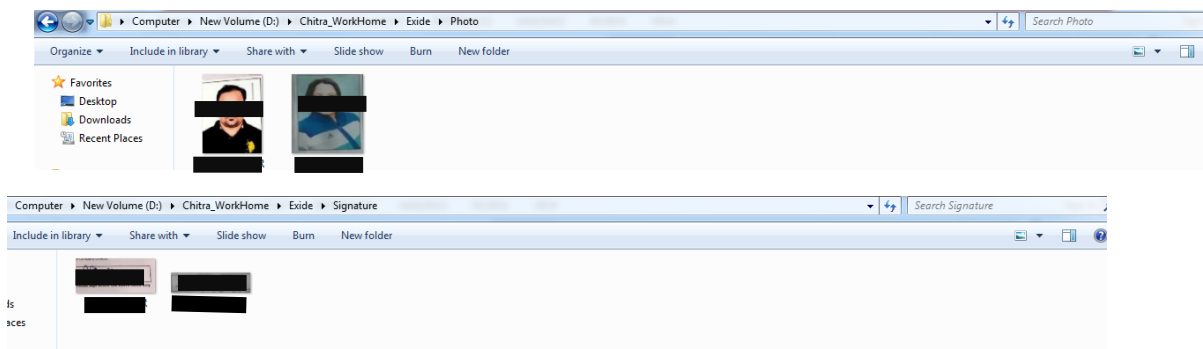View Uploaded Details

To Download .ZIP file

Photo – folder will be extracted

Signature – folder will be extracted

IABulkProfileUpload.XLS – Excel file will be extracted

IABulkProfileUpload.XLS – file save as Excel 97-2003 Workbook

In above excel file – Enter the data as per format

In Photo and Signature folder – keep photo and signature files (.JPG) files in respective folder as PAN No. JPG. In Excel file, mention only folder name i.e. Photo , Signature and file name of photo and signature should be PANNumber.jpg e.g. ~~ANAPK7486R~~.JPG

Note: Please Upload Image File With Extensions .jpg With Maximum Size of 25KB and Dimensions (133X 152) i.e. (Width X Height)

Insurance Category	Name Initial	Candidate Full Name	Applicant's Father/Husband Name	Category	Current House Number	Current Street	Current Town	Current District	Current State	Current Pincode	Permanent House Number	Permanent Street	Permanent Town	Permanent District
Life	Ms.	███	███	GEN	AJAD NAGA	NEAR T B HOS	Bardhaman	Hooghly	West Bengal	712708	AJAD NAGAR K	NEAR T B HOSPI	Bardhaman	Hooghly
Life	Mr.	███	███	GEN	S/o Bishamb	Hno.282-a Sur	Pathankot	Gurdaspur	Punjab	145001	S/o Bishamber	Hno.282-a Sund	Pathankot	Gurdaspu

Permanent District	Permanent State	Permanent Pincode	Area	Basic Qualification	Board Name For Basic Qualification	Roll Number For Basic Qualification	Year of Passing For Basic Qualification	Technical Qualification	Other Qualification	Date of Birth(YYYY-MM-DD)	Se...
Hooghly	West Bengal	712708	URBAN	Class XII or Equivalent Class	WBCHSE	217	1997	Not Applicable		1978-09-18	FEMA
Gurdaspur	Punjab	145001	URBAN	Class XII or Equivalent Class	pseb	224522	1997	Not Applicable		1979-04-07	MALE

Sex	Landline No	Mobile No	Email ID	Contact Person Email ID	PAN	Aadhaar No	Employee No	Voter ID Card	Driving License No
FEMALE	███	███	███	███	███	111	46457	123	124
MALE	███	███	███	███	███	222	44669	456	457

Driving License No	Passport No	Central Govt ID Card	Nationality Country	Photo File Name	Signature File Name	Application Date(YYYY-MM-DD)	Training Language	Exam Body Name	Exam Language	Exam Mode
124	125	126	India	Photo	Signature	2020-04-05	HINDI	Insurance Institute of In	English	Online
457	458	459	India	Photo	Signature	2020-04-05	HINDI	Insurance Institute of In	English	Online

Create the .zip file in which

Photo folder (PAN.jpg)

Signature folder (PANNo.JPG)

IABulkProfileUpload.XLS

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Insurance Agent Profile ID Search Upload Data

Uploaded from Date*:	05-04-2020	Uploaded to Date*:	05-04-2020	Status*: All
PAN Number :		Mobile Number :		Email ID
Profile ID :		Training Language : All		Name :

Search   Reset Data

GO TO Payment Screen

Generate Profile ID For Selected Records: Generate Profile ID

Delete Profile ID For Selected Records: Delete Uploaded Data

Go To Payment Screen

Profile ID Created so that payment can be done

Select All	Sr. No.	Insurance Category	Name Initial	Applicant Full Name	Pan No	Mobile No	Candidate Email ID	Error Found in	Profile ID	Training Language	Photo	Sign	ate	Up
☐									Generated	HINDI			48:59.0	Upda
☐	2	Life	Mr.	a					Profile ID Generated	HINDI			48:59.0	Upda

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Insurance Agent ... ata

IC 38 syllabus and study Material
Insurance Agents — Bulk Registration — To download and upload zip file format
Profile — Circular for postponing of agency and corporate — To Search and update uploaded data of the candidates
To create company profile
Update GSTIN — agency examinations
Corporate Agents — Online Registration for Web+Mobile App — To do Bulk Make Payment of Profile IDs
Insurance Marketing Firm — Help Manual
Web Aggregators
Insurance Brokers-Authorised Verifiers — Insurance Agents Examination Portal
Web Wallet — IRDA Notice
Insurance Marketing Firm -IMF (Old Candidates) — List of Service Provider
Broker Online Training - Fresher — Model Question Bank
Broker Online Training -Renewal — Report of Insurance Agents

Status*: All
Email ID :
Name :

r Selected Records: Delete Uploaded b

Go To Payment Screen

Select All	Sr. No.	Insurance Category	ail ID	Error Found in	Profile ID	Training Language	Photo	Sign	Uploaded Date	Up
☐	1	Life	@GMAIL.COM		Profile ID Generated	HINDI			2020-04-05 19:48:59.0	Upda
☐	2	Life			Profile ID Generated	HINDI			2020-04-05 19:48:59.0	Upda

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Insurance Agent Profile Id Uploaded Details

Uploaded From Date*:	05-04-2020	Uploaded To Date*:	05-04-2020
Profile ID:		Status : * ALL	

Search   Reset Dates

Select All	Sr. No.	Profile ID	Applicant Name	Company Type	Insurance Category	PAN No	Mobile No	Email ID	Status
☑	1		Suman	IA	Life				To Do Payment
☑	2		SINGH	IA	Life				To Do Payment

Go to Payment: Go to Payment

Insurance Agent Profile Id Uploaded Details

Uploaded From Date*:	05-04-2020	Uploaded To Date*:	05-04-2020
Profile ID:		Status : * ALL	

Search   Reset Dates

Select All	Sr. No.	Profile ID	Applicant Name	Company Type	Insurance Category	PAN No	Mobile No	Email ID	Status
☑	1		Suman Rakha	IA	Life				To Do Payment
☑	2		PINKI SINGH	IA	Life				To Do Payment

Go to Payment: Go to Payment

Please select the mode of payment: ● Online   ○ Web Wallet
Link to add GSTIN
We have noted that your company is not registered under GSTIN
Your company State is Karnataka

Proceed

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Insurance Agent - Online Training - Online Payment Confirmation

Date : 05/04/2020	Order No : 83531596
Corporate Name	NSURANCE COMPANY LIMITED"
Email Id	
Mobile Number	1234567891

Payment Details	
Reference Id	3269
Online Training Fee	300.0
IGST	54.0
Grand Total	354

I have read and understood the Help Manual available on website.
I agree that decision of IlI in all the matters will be final and binding upon me.

Please Confirm
Yes   No

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Insurance Agent Profile ID Search Upload Data

Uploaded from Date*: 05-04-2020	Uploaded to Date*: 05-04-2020	Status*: All
PAN Number :	Mobile Number :	Email ID :
Profile ID :	Training Language : All	Name :

Search   Reset Data

GO TO **Payment Screen**

Generate Profile ID For Selected Records: Generate Profile ID

Delete Profile ID For Selected Records: Delete Uploaded Data

Go To Payment Screen

Profile ID Created so that payment can be done

Select All	Sr. No.	Insurance Category	Name Initial	Applicant Full Name	Pan No	Mobile No	Candidate Email ID	Error Found in	Profile ID	Training Language	Photo	Sign	...ed Date	Up...
☐									Generated	HINDI			9:48:59.0	Upda
☐	2	Life	Mr.						Profile ID Generated	HINDI			9:48:59.0	Upda

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Insurance Agent ...ata

Menu	Submenu	Description
IC 38 syllabus and study Material		
Insurance Agents	Bulk Registration	To download and upload zip file format
Profile	Circular for postponing of agency and corporate agency examinations	To Search and update uploaded data of the candidates
To create company profile		
Update GSTIN	Online Registration for Web+Mobile App	To do Bulk Make Payment of Profile IDs
Corporate Agents	Help Manual	
Insurance Marketing Firm	Insurance Agents Examination Portal	
Web Aggregators		
Insurance Brokers-Authorised Verifiers	IRDA Notice	
Web Wallet	List of Service Provider	
Insurance Marketing Firm -IMF (Old Candidates)	Model Question Bank	
Broker Online Training - Fresher	Report of Insurance Agents	
Broker Online Training -Renewal		

Status*: All   Email ID :   Name :

...r Selected Records: Delete Upload...

Go To Payment Screen

Select All	Sr. No.	Insurance Category		...ail ID	Error Found in	Profile ID	Training Language	Photo	Sign	Uploaded Date	Up...
☐	1	Life		@GMAIL.COM		Profile ID Generated	HINDI			2020-04-05 19:48:59.0	Upda
☐	2	Life				Profile ID Generated	HINDI			2020-04-05 19:48:59.0	Upda

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Insurance Agent Profile Id Uploaded Details

Uploaded From Date*: 05-04-2020	Uploaded To Date*: 05-04-2020	
Profile ID:	Status : * ALL	

Search   Reset Dates

Select All	Sr. No.	Profile ID	Applicant Name	Company Type	Insurance Category	PAN No	Mobile No	Email ID	Status
☑	1		Sumer...	IA	Life	ANAPK7486R			To Do Payment
☑	2		PINKI SINGH	IA	Life	FOVPS4244N			To Do Payment

Go to Payment: Go to Payment

Insurance Agent Profile Id Uploaded Details

Uploaded From Date*: 05-04-2020	Uploaded To Date*: 05-04-2020	
Profile ID:	Status : * ALL	

Search   Reset Dates

Select All	Sr. No.	Profile ID	Applicant Name	Company Type	Insurance Category	PAN No	Mobile No	Email ID	Status
☑	1		Sumer...	IA	Life				To Do Payment
☑	2		PINKI SINGH	IA	Life				To Do Payment

Go to Payment: Go to Payment

Please select the mode of payment: ● Online   ○ Web Wallet

Link to add GSTIN

We have noted that your company is not registered under GSTIN
Your company State is Karnataka

Proceed

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Insurance Agent - Online Training - Online Payment Confirmation

Date : 05/04/2020	Order No : 83531596
Corporate Name	...SURANCE COMPANY LIMITED"
Email Id	
Mobile Number	1234567891

Payment Details	
Reference Id	3269
Online Training Fee	300.0
IGST	54.0
Grand Total	354

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