Dear All,

We are pleased to inform you that the Insurance Institute of India has introduced 25 hours Renewal Brokers Online Training module.

Pl. go to <u>www.insuranceinstituteofindia.com</u> to register for 25 hours Renewal Brokers Online Training.



The candidates have to register for the Online training module by paying the necessary fees online, after which he gets a training link, login id and password on registered email Id through auto-mail from <u>noreply@iii.org.in</u> He has to complete the online training within 30 days from the date of registration.

Please note that after the successful completion of the training on the E-Learning Platform, the candidates will have to appear for a self assessment test which will also be online. The candidate needs to register for self assessment test on III portal immediately on the same date of completion of training. If the candidates do not register themselves for self assessment test on the same date of completion of training, they will have to re-register for the training again by making the payment and complete the training again.

It may be noted that the test is only to assess the candidates understanding of concepts and there is no mandatory requirement of clearing/passing the same as per IRDAI Circular No. IRDA/BRK/MISC/CIR/018/01/2016 dated 01<sup>st</sup> February, 2016. The period of the test will be of 1 hour. There will be total 50 questions for the test.

We would like to once again highlight the fact that the candidates have to register and appear for the Self Assessment Test on the same day on which he completes the Online training as the link for self-assessment test will be valid only for one day. For e.g. if the candidates completes his training on 15<sup>th</sup> March then

he has to register for the Self Assessment test on 15<sup>th</sup> March itself and has to appear for the Self Assessment test on 15<sup>th</sup> March before the end of the day i.e. 11.59 pm i.e. the link for Self Assessment Test will be valid only till 11:59 pm on 15<sup>th</sup> March. The link will be deactivated at 12.00 am on 16<sup>th</sup> March.

As soon as you have registered for the self assessment test, other modules will be deactivated from your training module id.

On successful registration of Self Assessment Test, you will receive confirmation by auto-mail from <u>noreply@iii.org.in</u> on your registered email id and self assessment Test will be assigned to training module id which can be accessed using the same id and password of training module.

After completion of the test, the candidate can download training completion certificate using following link.

https://www.insuranceinstituteofindia.com/web/guest/download-training-certificate2;jsessionid=7737CF0724F095629DDB012BAAA78A86

# 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 <u>https://www.insuranceinstituteofindia.com/web/guest/brokerrenewal</u>

2. Please follow the instructions mentioned in the following Help Manual for Renewal Broking Online Training.

3. Each individual will have to make a payment of Rs 1500/- + GST 18% by online payment mode ONLY.

4. After successful payment on III portal the candidate will receive the training id of III, login ID, password and link to access the 25 Hours Renewal Brokers Online Training module by auto-mail from <u>noreply@iii.org.in</u> on his registered email id. The training module software will automatically calculate the number of hours of training. It will show the number of hours of training completed on the first page of training module at **right lower corner** of the screen.

5. After completion of 25 hours training, the candidate needs to register himself for self assessment test on III portal using following option immediately. If candidates do not register themselves for self assessment test on the same date of completion of training, they will have to re-register for training by making the payment and complete the training again.

# TO REGISTER FOR SELF ASSESSMENT TEST

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The system will ask you the details like training id, Pan No & Email-ID which are received by you by auto-mail from <u>noreply@iii.org.in</u>. On successful registration of Self Assessment Test, you will receive confirmation by auto-mail from <u>noreply@iii.org.in</u> on your registered email id and self assessment Test will be assigned to training module id which can be accessed using the same id and password of training module.

As soon as you have registered for the self assessment test, other modules will be deactivated from your training module id.

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Registration for Self Assessment Test							
Enter Reference ID/Training ID*:							
Enter PAN No*:							
Enter Email ID*:							
I hereby declare that I have successfully completed register for Self Assessment Test.	I hereby declare that I have successfully completed my training within the stipulated period of time and want to register for Self Assessment Test.						
Submit							

The candidates have to register and appear for the Self Assessment Test on the same day as the link for self-assessment test will be valid only for one day. For e.g.

if you register for Self Assessment test on 15<sup>th</sup> March, you have to appear for the Self Assessment test on 15<sup>th</sup> March before the end of the day i.e. 11.59 pm i.e. the link for Self Assessment Test will be valid only till 11:59 pm on 15<sup>th</sup> March. The link will be deactivated at 12.00 am on 16<sup>th</sup> March.

### TO DOWNLOAD TRAINING COMPLETION CERTIFICATE

After completing the test, the candidate can generate training completion certificate on III portal using following link.

https://www.insuranceinstituteofindia.com/web/guest/download-training-certificate2;jsessionid=7737CF0724F095629DDB012BAAA78A86

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To download the training completion certificate, the system will ask you the details like training id, Pan No & Email-ID which are received by you by auto-mail from noreply@iii.org.in.

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	Broker Renewal Certificate							
	Enter Reference ID/Training ID*:							
	Enter PAN No*:							
	Enter Email ID*:							
	I hereby declare that I have successfully completed my training within the stipulated period of time.							
	Submit							

6. Please note that the training module will be available only for 30 days only from the date of enrollment.

7. The bulk registration facility is not available for registration of candidates in online training module. Each candidate is required to individually register himself for the training module and make online payment only.

8. In case of any difficulties, you can write to <a href="mailto:reg.exams@iii.org.in">reg.exams@iii.org.in</a>

Any candidate from anywhere in India can enroll themselves for the online training through III portal.

We would request you to please forward this information to the concerned persons in your organizations.

# Help Manual for Renewal Brokers Online Training

This link is for registration of Renewal Brokers Online Training (25 Hours).



#### The link is as

follows:https://www.insuranceinstituteofindia.com/web/guest/brokerrenewal



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	Pincode * :	421201		
	Mobile No * :	91 1234567890	Email Id * :	noreply@iii.org.in
	PAN No*:	ALVPR4774Q	UID-Aadhaar :	
	Position Held	Administrative County		
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	Name of Company *:	Self	E-Mail Id *:	noreply@iii.org.in
	Telephone No *:	91 1234567890	Company Address :	Mumbai
	License Details			
	Period of License-Issue From Date*:	01-01-2016	Period of License-Issue Up To Date*:	29-02-2016
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For any queries in this regard, you may contact the following officials:-

SrNo	Name	Phone No.	Email Id	Office Time
1.	Ms. Radhika	022-26544257		Mon to Fri->10.30 am to 5.00 pm
	Sawant			Sat-> 10 30 am to 5 00 nm ( Only
2.	Mr. Pravin Kadam	022-26544208	reg.exams@iii.org.in	1 <sup>st</sup> , 3 <sup>rd</sup> and 5 <sup>th</sup> Saturday Working)
3.	Mr M M Kadam	022-26544220		