Help Manual for POSP –Training and Examination- Registration in bulk

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To Upload .ZIP file

POSP/Insurance Agents	Bulk Registration	Help Manual
Corporate Agents	Online Registration for Web+Mobile App	To download and upload zip file format
Insurance Marketing Firm		
Web Aggregators	Help Manual	To Search and update uploaded data of the candidates
Insurance Brokers– Authorised Verifiers	Insurance Agents Examination Portal	
Web Wallet	IRDA Notice	To make the payment for Training in Bulk
To create company profile	List of Service Provider	
Profile	Model Question Bank	Bulk TCC Download for admin and corporate
Update GSTIN	Report of Insurance Agents	

To create Profile IDs

To make payment

Point of Sales Person / Insurance Agents - ZIP Upload Screen

Intermediary Type : Point of Sales Person   Select Insurance Category : LifeNonLifeHealthInsurance

Corporate Type : Point of Sales Person   Select Candidate Type : Fresh

ZIP Upload Type: ● Full Data Upload   ○ ICARD Number Upload

Do you want to upload Photo and Signature: ○ Yes ● No

File : Choose File | No file chosen   Upload

Upload .zip file after making changes in .XLS as per follows

NOTE : Please select only ZIP file format to upload

File Upload Description: Total 1 Records Uploaded Successfully on 2021-03-04 19:09:54.796

CLICK HERE TO PROCEED FOR UPLOADED DETAILS

USEFUL LINKS

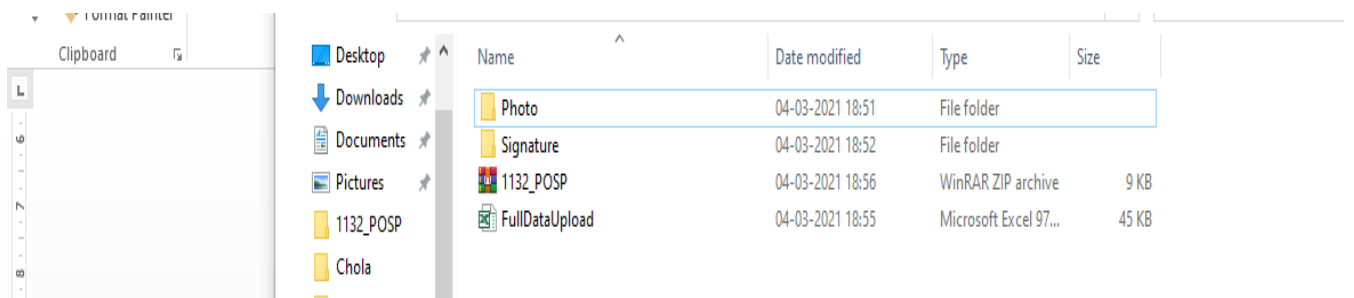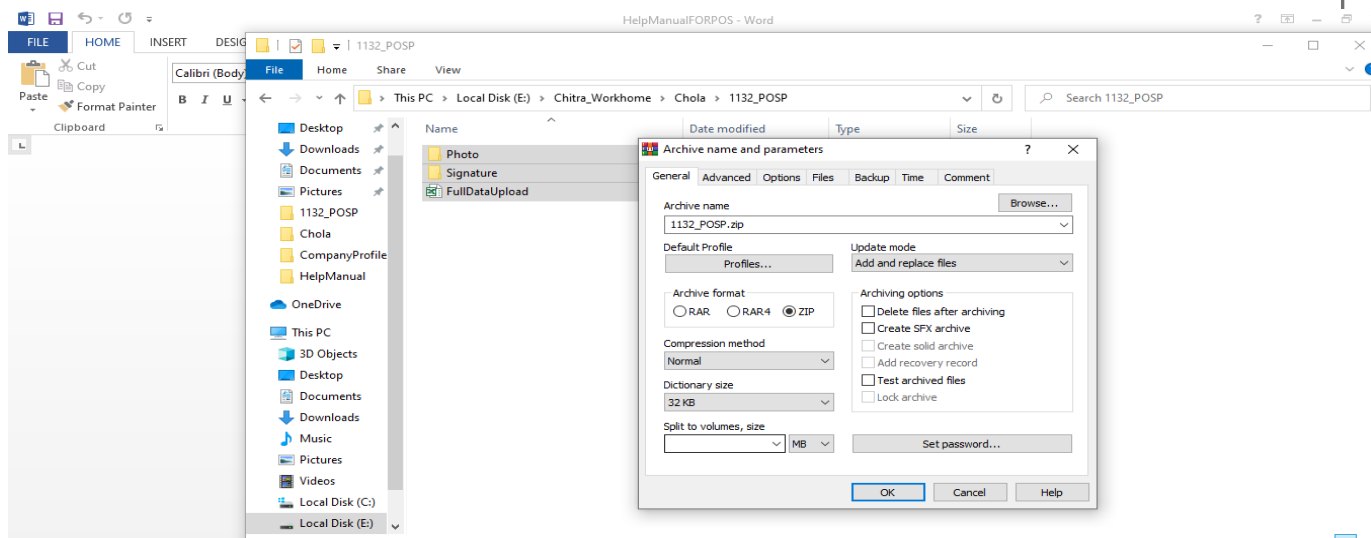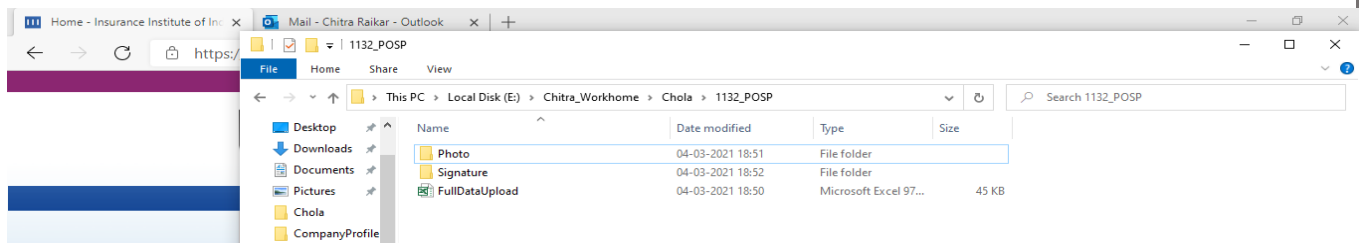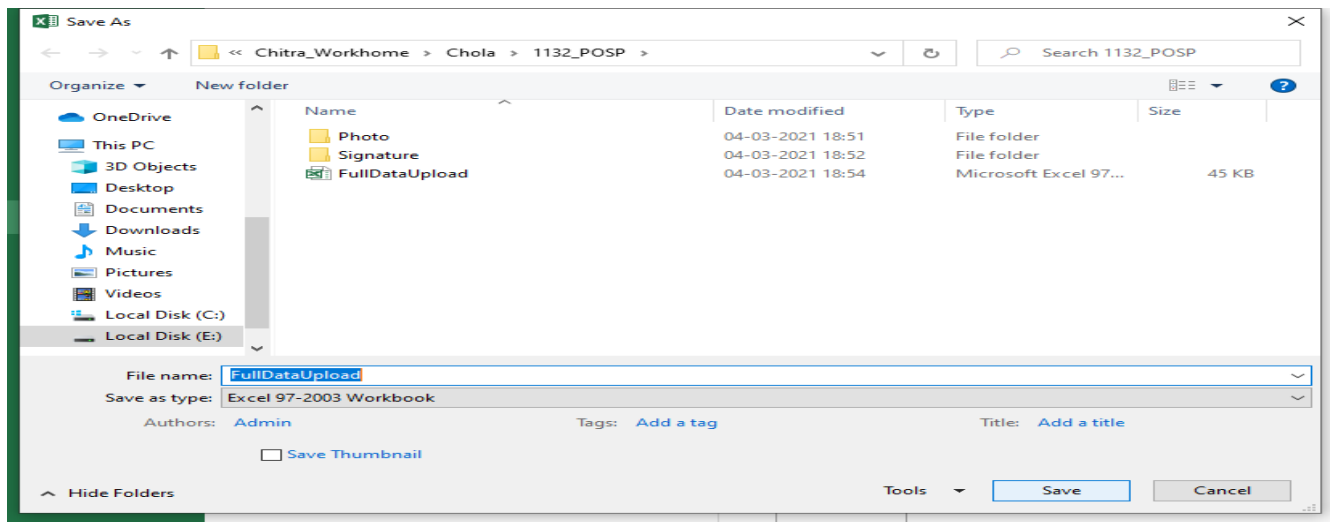|	
Please Download Zip File From Here for Full Data upload:	Download File Format
Please Download Zip File From Here for ICARD Number upload:	Download File Format
Please Download for Instruction and Error Description :	Instructions and Error Description
Please Download State And District for reference :	State and District Master
Please Download POSP/IA User Manual :	User Manual

Download Format file

Name Initial	Candidate Full Name	Category	Current House Number	Current Street	Current Town	Current District	Current State	Current Pincode	Area	Basic Qualification	Board Name For Basic Qualification	Roll Number For Basic Qualification
Mr.	DINESH	OBC	202	MUTHUTAMIL NAGAR	THUTAMIL NAG	CHENNAI	Tamil Nadu	600118	RURAL	Class XII or Equivalent Class	Tamil Nadu	855311

Board Name For Basic Qualification	Roll Number For Basic Qualification	Year of Passing For Basic Qualification	Date of Birth(DD-MMM-YYYY)	Sex	Landline No	Mobile No	Email ID	Contact Person Email ID	PAN	Employ
Tamil Nadu	855311	2001	20-Jun-1986	MALE			aaadad420@gmail.com	aaadad420@gmail.com		10

Contact Person Email ID	PAN	Employee No	Photo File Name	Signature File Name	Training Language	Exam Language
aaadad420@gmail.com		100	Photo	Signature	ENGLISH	ENGLISH

Email ID - reg.exams@iii.org.in

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Create .ZIP file of (Photo folder, Signature folder, FullDataUpload.xls)

Email ID - reg.exams@iii.org.in

Point of Sales Person / Insurance Agents - Profile Id Search Upload Data

	TYPE OF DATA:		View Complete Excel Uploaded and Existing Data ⌄		← For Profile ID Generation Use "All New Data"	
Uploaded from Date:	04-03-2021		Uploaded to Date:	04-03-2021	Status:	All ⌄
PAN Number :			Mobile Number :		Email ID :	
Profile Id :			Training Language :	--Select-- ⌄	Name :	
Intermediary Type:	Corporate Agent ⌄		Insurance Category :	Composite Insurance ⌄	Corporate Type:	Authorised Verifier ⌄
			Candidate Type :	Fresh ⌄		

Search   Reset Data

S.No.	ICARD Number	Profile Id	Existing/New	Pan No.	Applicant Name	Mobile No	Candidate Email ID	Training Language	Default Option	Photo	Sign	Uploaded Date	Data Validity
1	--	--	Fresh	C	Mr. DINESH		aaadad420@gmail.com	ENGLISH	No	--	--	2021-03-04 19:09:54.0	No Error Found

	TYPE OF DATA:		View Complete Excel Uploaded and Existing Data ⌄		← For Profile ID Generation Use "All New Data"	
Uploaded from Date:	04-03-2021		View Complete Excel Uploaded and Existing Data		Status:	All ⌄
PAN Number :			Select Data from Uploaded and Existing Data		Email ID :	
Profile Id :			All New Data for Profile Id generation		Name :	
Intermediary Type:	Corporate Agent ⌄		Training Language	--Select-- ⌄		
			Insurance Category :	Composite Insurance ⌄	Corporate Type:	Authorised Verifier ⌄
			Candidate Type :	Fresh ⌄		

Search   Reset Data

S.No.	ICARD Number	Profile Id	Existing/New	Pan No.	Applicant Name	Mobile No	Candidate Email ID	Training Language	Default Option	Photo	Sign	Uploaded Date	Data Validity
1	--	--	Fresh	C	Mr. DINESH		aaadad420@gmail.com	ENGLISH	No	--	--	2021-03-04 19:09:54.0	No Error Found

	TYPE OF DATA:		All New Data for Profile Id generation ⌄		← For Profile ID Generation Use "All New Data"	
Uploaded from Date:	04-03-2021		Uploaded to Date:	04-03-2021	Status:	No Error Found ⌄
PAN Number :			Mobile Number :		Email ID :	
Profile Id :			Training Language :	--Select-- ⌄	Name :	
Intermediary Type:	Point of Sales Person ⌄		Insurance Category :	LifeNonLifeHealthInsurance ⌄	Corporate Type:	Point of Sales Person ⌄
			Candidate Type :	Fresh ⌄		

Search   Reset Data

To Generate Profile Ids For Selected Records: Generate Profile Ids

Delete Profile Ids For Selected Records: Delete Uploaded Data

TO Generate Profile IDs

Select All ☐	S.No.	ICARD Number	Profile Id	Existing/New	Pan No.	Applicant Name	Mobile No	Candidate Email ID	Training Language	Default Option	Photo	Sign	Uploaded Date	Data Validity	Rema
☑	1	--	--	Fresh		Mr. DINESH		aaadad420@gmail.com	ENGLISH	No	--	--	2021-03-04 19:09:54.0	No Error Found	

Email ID - reg.exams@iii.org.in

| Point of Sales Person / Insurance Agents - Payment for Profile Ids | | | | | | | | |

Uploaded From Date*:	04-03-2021		Uploaded To Date*:	04-03-2021	
Profile ID:			Status:	All ▾	
Select Intermediary Type :	Point of Sales Person ▾		Select Insurance Category :	LifeNonLifeHealthInsurance ▾	
Select Corporate Type :	Point of Sales Person ▾		Select Training Language :	ENGLISH ▾	
Select Candidate Type :	Fresh ▾				

Search   Reset Dates

Select All ☐	Sr. No.	ICARD Number	Profile Id	Applicant Name	PAN No	Mobile No	Email ID	Training Language	Status
☐	1	A00579932	A00579932POSP1132LNLHPOSP	DINESH			aaadad420@gmail.com	ENGLISH	To Do Payment

Go to Payment: Go to Payment

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भारतीय बीमा संस्थान
INSURANCE INSTITUTE OF INDIA

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 : 27AAATI1174R1Z7
Application Reference No (ARN) Of III : AA2704170743831
SAC Code Of III : 999299 (Commercial Training & Coaching)

Click Here to return Home Page

Date : 04/03/2021	Order No : 94091179
Company Name	...MITED.
Email	
Mobile No.	

Payment Details	
III Reference Number	1132
Total Amount	100
No Of Candidates	1
Grand Total	100

Transaction Details	
Transaction No.	WW1979850
Transaction Date	2021-03-04 19:17:32.256737
GSTIN of CHOLA INSURANCE DISTRIBUTION SERVICES PRIVATE LIMITED.	
Transaction Status	POSP bulkfresh webwallet

Note : Please save this receipt for future reference

Print

Please Email us on reg.exams@iii.org.in if you face any problem.