Help Manual for Credits for Prior Learning (Exemption in Professional exams)

➢ Criteria

Only Registered candidates can apply for exemption.

- I) Candidate who **do not have III Registration id** (The **new** candidate) -
Has to register as a member of I.I.I. by paying the registration fee of Rs. 700 plus applicable taxes map the profile as given in Examinations- help Manual – New candidate, then can apply for exemption from exam registration- Paper enrolment – Apply for Exemption.

  II) Candidate who **having III registration id** (The **Already registered** candidate) -
No need to pay registration fees, this candidate can continue with their existing III login from Exam registration- Paper enrolment- Apply for Exemption.

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➢ **Information**

• The Credits for Prior Learning is available to the III Professional examination registered candidates up to Associateship Level only in the professional examination subjects as per eligibility criteria given on the III web portal in the tab-
Examinations- Examination handbook->Chapter no. 9- Credits for prior learning.

   Details are given i.e. Institute wise or University wise and for which subject's exemption will be granted and how much total credit points will be allotted to the candidates after approval from III on web portal.

• The candidates are eligible to apply for Credits for Prior Learning who has scored 50% and above marks in each subject of exemption from their respective Institute/ University.
   Also candidates should apply immediately or if they failed to apply immediately then they can apply within 5 years from passing their qualified examination. After 5 years candidates cannot apply for exemption and even they apply, their application will be rejected. This validity of 5 years of exemption applying criteria is not applicable for Chartered Accountants, Cost Accountants.

• The list of Institutes / universities, qualifications and the fee structure is available on III website in tab->
Examinations ->Credits for Prior Learnings-> Exemption Fee Structure

EXEMPTION FEE STUCTURE

The candidate have to register as a member of I.I.I. by paying the Registration Fees of Rs. 700 plus applicable taxes through online mode.

The exemption fee is to be paid through online mode alongwith applicable taxes. The help manual for how to apply for exemption through online mode is available under Help Desk menu.

Sr.No.	Institute/University Name	Qualification	CPs	Exemption Fees Revised
1	Institute of Chartered Accounts of India	Associates and Fellows	100	2200
		Associates and Fellows with Diploma in Insurance Risk Management (DIRM)	180	4500
2	National Insurance Academy,Pune (NIA)	PGDM in Management (2 Yrs)	190	4500
3	Institute of Insurance & Risk Management (IIRM)	International Post Graduate Diploma in Life / General Insurance & Risk Management (unto academic Yr. 2017-18)	190	5000
		International Post Graduate Diploma in Life Insurance (From academic Yr. 2018-2019)	150	3600
		International Post Graduate Diploma in General Insurance (From academic Yr. 2018-19)	160	3800
		International Post Graduate Diploma in Risk Management (From academic	120	2900

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Steps to Apply for Exemption

- Login to I.I.I. website i.e. www.insuranceinstituteofindia.com

- Exam Registration -> Paper Enrollment -> Apply for Exemption

- The registration id and name will displayed automatically.

- Select Institute Name & qualification

- After selecting qualification the details of subjects to be exempted and diploma for the particular Institute and qualification will displayed.

  If candidate selects wrong qualification, then application will be rejected after verification.

- For all candidates Upload all self-attested documents in single pdf i.e. all semester wise mark sheets, and final passing certificate.

  And in addition to above,

  In case of ICAI and ICWA candidates, membership certificate and if candidate has not applied within 5 years then CPE proof of minimum 20 hours proof is compulsory to be uploaded on III website.

- Select Month and year of passing the exam.   For e.g. If candidate has completed diploma/qualification in March 2023, then select Month as March and Year as 2023.

- Payment details will be automatically displayed after selecting the institute and qualification.

- If do you have GST No. then click on YES and enter your GSTIN number otherwise click on No.

- After entering all the data click on payment.

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- After successful transaction Credits for Prior Learning i.e. Exemption application will be submitted online to I.I.I

- After Verification and approval process of exemption application by I.I.I. authorities the eligible credit points will be added to candidate's login in passed paper details.

- The official letter of Credits for Prior Learning approval will be sent to the candidate's correspondence address / email id only after the applied examination session's **Official result declaration and verification of diploma process done.**

- If candidate not eligible for Credits for Prior Learning then the application, it will be rejected and the amount will be refunded to candidate's bank account.

- If any further exemption related queries, please contact on the contact numbers given in contact us or candidate can email us on mrm@iii.org.in.