

Help Manual Broker Online Training – Renewal

This facility provides to registrations for single candidate. For availing this facility, company should create their profile on

<https://www.insuranceinstituteofindia.com/web/guest/to-create-company-profile>

Candidate can enroll for any of below category,

<u>Certificate of Registration</u>	<u>Insurance Category</u>
1. Principal Officer	1. Composite Broker
2. Broker Qualified Person	2. Direct Broker (General)
	3. Direct Broker (Life)
	4. Direct Broker (Life and General)
	5. Reinsurance Broker

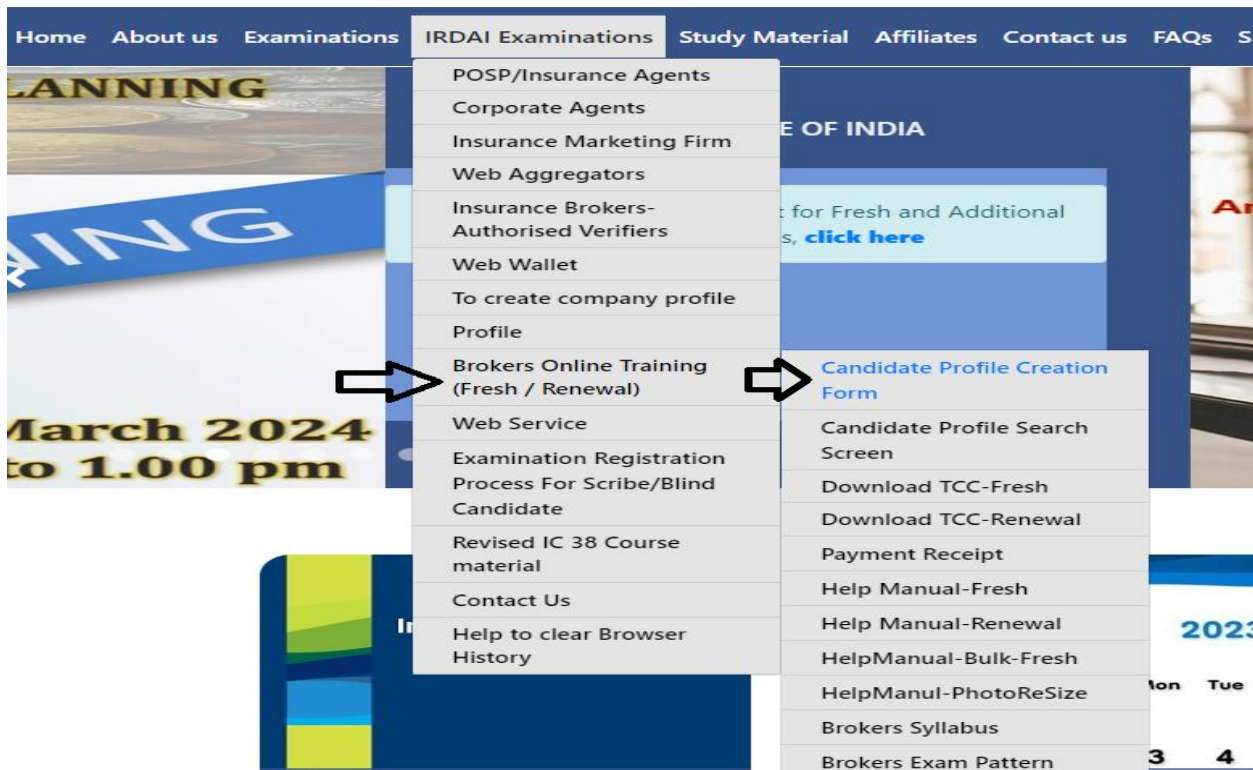
Steps for Renewal Online Registration and Training.

1. Payment of Renewal Training Fees
2. Receipt of Training Fees
3. Online Training
4. Attend Self-assessment Test
5. Download TCC

Step 1. Payment of Renewal Training Fees.

To make the payment of renewal training fees please click on the below link,

<https://www.insuranceinstituteofindia.com/web/guest/profile-creation-and-payment>



Candidate Profile Creation Form

Intermediary type * :
 Applicant Type (Fresh/Renewal) * :
 Corporate type * :
 Name of Insurance Company * : GSTIN :

Note - Dear Candidate, if insurance Broker Company does not exist in the list, please ask your company to create company profile.

Insurance category * :
 Select Service Provider * :
 Subject Language * :
 Subject * : Hours to be Completed * :
 Training Type with fee * : In Days Training to be Completed * :

Applicant Details - Personal Information

Application Date * :
 Name Initial (Mr/Ms) * : Applicant Name * :
 Pan * :

Note - Dear Candidate, if your Profile exist in <https://www.insuranceinstituteofindia.com/web/iguest>, Please search Your profile using the following screen

Qualification Details

Basic Qualification Details * :
 Date of Birth * : Sex * :
 Nationality Country * : Area * :
 Do you want to upload Photo and Signature :

Applicant Photo And Sign

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

Applicant Photo * :
 Applicant Sign * :
 | No file chosen

Contact Information

Is Permanent Address same as Correspondence Address?

Current Address	Permanent Address
House Number * : <input type="text"/>	House Number * : <input type="text"/>
Street/Road * : <input type="text"/>	Street/Road * : <input type="text"/>
Town/City * : <input type="text"/>	Town/City * : <input type="text"/>
State Name * : <input type="text" value="Select"/>	State Name * : <input type="text" value="Select"/>
District Name * : <input type="text" value="Select"/>	District Name * : <input type="text" value="Select"/>
Pin Code * : <input type="text"/>	Pin code * : <input type="text"/>

Mobile Number * :
 Email ID * :
 Alternate Email ID * :

After creating the profile you can **immediately** proceed for payment.

Insurance Brokers - Online Training Payment Confirmation

Date : 29-10-2023	Order No : 86591982
Candidate Name	"Sushma Kadam"
Company Name	
Email	
Mobile	
GSTIN Number	
GSTIN State	

Payment Details	
Unique Reference Number (URN):	A00603799@4791DBLGBQP
Reference ID / Training ID	7455934
Registration Amount	1500.0
IGST	270.0
Grand Total	1770

You can make payment using your Credit/Debit card as well Internet Banking.

Payment Charges	
Mode of Payment	Charges applicable
Internet Banking	Rs. 12 per Transaction
Debit Card (Visa / Master)	1.00% of Transaction Amount (Minimum Rs. 12/-)
Credit Card	1.50% of Transaction amount (Minimum Rs. 12/-)
Amex/Diners card	3.00% of Transaction amount (Minimum Rs. 12/-)
Wallet / Prepaid Card	Rs. 12 per Transaction
Minimum Charges	All Charges subject to a minimum of Rs. 12/- per transaction
Mobile wallets / Cash cards	For PayTM wallet : 2.00% of Customer Payment Amount For all others: 1.75% of Customer Payment Amount
UPI / UPI QR	NIL

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

Please Confirm

If you wish to make the payment later after creating profile, click on the below link,

<https://www.insuranceinstituteofindia.com/web/guest/using-profile-details-proceed-for-payment1>

Candidate Profile Search Form

PAN * :

Mobile Number :

OR

ICARD Number :

OR

Profile ID :

Type of Report :
 Payment Details ▾
 Training Details
 Payment Details

Candidate Profiles

S.No.	Profile Id	Profile ID	Reference Id/Broker Id	Pan No	Applicant Name	Mobile No	Email ID	Company Type	Registration Type	Proceed for Payment
1	A00603799	A00603799IB4791DBLGBQP	7455934	A				Insurance Brokers	Fresh	Payment Not Yet Done Proceed For Payment

Candidate Registration Form

Applicant Details - Personal Information

Intermediary Type : Profile ID :

ICARD Number : Service Provider Name :

Name of Insurance Company : GSTIN :

Insurance Category : Training Hours : Training Days :

Applicant Type (Fresh/Renewal) : Corporate Type : Fee type :

Applicant Details - Personal Information

Application Date : Applicant Name :

Name Initial : Pan * :

Qualification Details

Basic Qualification : Sex :

Date of Birth : Area :

Contact Information

Current Address

House Number :

Street/Road :

Town/City :

District Name :

State Name :

Pin Code :

Permanent Address

House Number :

Street/Road :

Town/City :

District Name :

State Name :

Pin code :

Mobile Number* :

Email ID* :

Alternate Email ID* :

Training Details :

Training - Language :

Amount For Training :

CGST :

SGST :

Total Amount :

Date : 29-10-2023	
Candidate Name	
Company Name	
Email	
Mobile	
GSTIN Number	
GSTIN State	
Payment Details	
Unique Reference Number (URN):	A00603799IB4791DBLGBQP
Reference ID / Training ID	7455935
Registration Amount	1500.0
IGST	270.0
Grand Total	1770
You can make payment using your Credit/Debit card as well Internet Banking.	
Payment Charges	
Mode of Payment	Charges applicable
Internet Banking	Rs.12 per Transaction
Debit Card (Visa / Master)	1.00% of Transaction Amount (Minimum Rs.12/-)
Credit Card	1.50% of Transaction amount (Minimum Rs.12/-)
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Wallet / Prepaid Card	Rs.12 per Transaction
Minimum Charges	All Charges subject to a minimum of Rs. 12/- per transaction.
Mobile wallets / Cash cards	For PayTM wallet : 2.00% of Customer Payment Amount For all others: 1.75% of Customer Payment Amount
UPI / UPI QR	NIL
<p>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.</p> <p style="color: red;">Please Confirm</p> <p>> <input type="checkbox"/> Yes <input type="checkbox"/> No</p>	

The screenshot shows the BillDesk payment portal. The browser address bar indicates the URL: <https://www.iiexams.org/pgi.billdesk.com/pgidsk/ProcessPayment?wpage=OgKW1vQwj42qNq2suIXsHPjo>. The page title is "BillDesk - All Your Payments, Sing...".

The payment method "Credit Card" is selected in the sidebar. The main content area shows the "Pay by Credit Card" option with logos for VISA, Mastercard, Debit Card, and RuPay. The form fields are as follows:

- Card Number:** Enter card number (with a "Show All" button)
- Expiration Date:** Month and Year fields
- CVV/CVC:** CVV field
- Card Holder Name:** Enter card holder name

On the right, a summary box displays:

- Merchant Name:** Insurance Institute Of India
- Payment Amount:** ₹ 1770.00

At the bottom, there is a large yellow "Make Payment" button and a smaller "Cancel" link.

The Windows taskbar at the bottom shows the system time as 3:45 PM on 10/29/2023.

Step 2: Receipt of Training Fees

For fees receipt, please click on below link,

<https://www.insuranceinstituteofindia.com/web/guest/receipt-for-online-training1>

The screenshot shows the Insurance Institute of India website. The logo is in the top left, and a search bar is in the top right. The navigation menu includes Home, About us, Examinations, IRDAI Examinations, Study Material, Affiliates, Contact us, FAQs, and Site. The IRDAI Examinations dropdown menu is open, showing options like POSP/Insurance Agents, Corporate Agents, Insurance Marketing Firm, Web Aggregators, Insurance Brokers-Authorised Verifiers, Web Wallet, To create company profile, Profile, Brokers Online Training (Fresh / Renewal), Web Service, Examination Registration Process For Scribe/Blind Candidate, Revised IC 38 Course material, Contact Us, and Help to clear Browser. The 'Payment Receipt' option is highlighted with a blue arrow. A black arrow points to 'Brokers Online Training (Fresh / Renewal)'. A banner on the right says 'Announcement of Pre I for Fresh and Addi'. The year '2023' is visible in the bottom right.

Single Registration - Individual Agent - Online Training - Download Receipt



Training ID : PAN No: Mobile No:

Order No : Transaction ID: Search

Sr.No.	Transaction Id	Order No	Transaction Date	Customer Id	Amount	Fresh/Renewal	Payment Mode	Download Receipt
1						Fresh	Online	DownloadPaymentReceipt

Put your Pan number here

Duplicate Receipt for Individual Insurance Agent - Fresh Online Training - Single Registration - Online Payment

 <p>भारतीय बीमा संस्थान INSURANCE INSTITUTE OF INDIA</p>	<p>Insurance Institute of India (III) 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 : AAAT11174R TAN No Of The III : MUMI00157D Service Tax No : AAAT11174RSD001 HSN Code : HSN is not applicable to III GSTIN Of III : 27AAAT11174R1Z7 Application Reference No (ARN) Of III : AA2704170743831 SAC Code Of III : 999299 (Commercial Training & Coaching)</p>
 Click Here to return Home Page	
Date : 01/11/2023	
Candidate Name / Company Name	
Email	
Mobile No.	
Payment Details	
Reference Id	5765399
Payment For Training	150.0
IGST	27.0
Grand Total	177.0
Transaction Details	
Transaction No.	QCIT7585826641
Transaction Date	28-05-2019 11:20:08
Transaction Status	Success
<p>Note : Please save this receipt for future reference</p>	
<input type="button" value="Print"/> <input type="button" value="Save to PDF"/>	

Step: 3 Online Training

After making successful payment you will get the training details on your registered email ID's.

Training details provide to registered email ID's in below format.

Dear [REDACTED]

Please complete 25 hours of training on/before 07th December, 2023.

Congratulations!!! You have been successfully registered for Online Training. You can access the training app both from your web browser and from your Mobile.

YOU CAN ACCESS TRAINING AS PER FOLLOWS:

Link - <https://iiiindia.in>

Login id - [REDACTED]

Password - [REDACTED]

Training page will be appear as below,

The screenshot shows a user dashboard for the Insurance Institute of India. The top navigation bar includes 'Menu', 'LOGOUT', and 'Profile'. The left sidebar lists 'Dashboard', 'Site home', 'My courses', 'Direct Broker (Life and General) Renewal', 'Privacy Policy', and 'Terms and Conditions'. The main content area features a red banner with the text: '!!IMPORTANT!! Your timer gets calculated automatically. Once you watch video, read notes etc. After that come back to your dashboard to see the new time. Also you can click REFRESH TIMER anytime.' Below this is a 'LOGOUT' button and a 'Please click on Logout button while exiting from this training module so that training hours will get updated in the report on www.insuranceinstituteofindia.com -> IRDAI Examinations->Corporate Agent->Report' message. A 'Timer' section on the right indicates 'This is your first time login' and provides a 'REFRESH TIMER' button. The 'Course overview' section shows a dropdown for 'Course name' and a box with the following details: 'Required hours: 25', 'Time Spent Hours: 0 Hours 0 Min', 'Due Date: 8 Dec 2023', and 'Direct Broker (Life and General) Renewal'.

The screenshot displays the self-assessment interface. At the top, it instructs the user to 'COMPLETE THE SELF ASSESSMENT' and 'AFTER THAT YOU CAN GO TO "Certificate" BOX TO GENERATE YOUR CERTIFICATE.' Below this is a grid of 13 modules, each with a document icon and a title: 'B01-Broker Compulsory' (highlighted in yellow), 'B02- Brokers-Motor Insurance', 'B03 - Marine Insurance', 'B04- Brokers - Health Insurance & Personal Accident', 'B05- Brokers - Fire & Engineering', 'B06- Brokers - Liability Insurance', 'B07- Brokers - Miscellaneous Insurance', 'B08- Brokers - Life Insurance', 'B10- Brokers Renewal - Current Insurance Industry', 'B11-Brokers Renewal-Global Insurance Market', 'B12- Brokers Renewal - Sales/ Soft Skills', 'B 13- Brokers Renewal - Management Matters', and 'Final Self Assessment' (highlighted in green). A 'Certificate' box is also visible at the bottom right of the grid.

Step 4: Attend Self-assessment Test

Candidate need to attend self-assessment test.

This screenshot is identical to the previous one, showing the self-assessment grid. A white arrow points to the 'Final Self Assessment' module, which is highlighted in green, indicating the next step for the candidate.

Step 5: Download TCC

After completion of Online Training and self-assessment test, Training Competition Certificate (TCC) will be send to registered email ID. Also you can download TCC by using below link,

<https://www.insuranceinstituteofindia.com/web/guest/download-tcc-insurance-agent1>

The screenshot shows the Insurance Institute of India website. The top navigation bar includes links for Home, About us, Examinations, IRDAI Examinations, Study Material, Affiliates, Contact us, FAQs, Sitemap, Useful Links, and Tenders. A search bar is located in the top right corner. The main content area features a banner for the 'Announcement of Pre Licensing Final Practical Test for Fresh and Additional Dept. Surveyors'. A dropdown menu is open under 'IRDAI Examinations', listing various options such as POSP/Insurance Agents, Corporate Agents, Insurance Marketing Firm, Web Aggregators, Insurance Brokers-Authorised Verifiers, Web Wallet, To create company profile, Profile, Brokers Online Training (Fresh / Renewal), Web Service, Examination Registration Process For Scribe/Blind Candidate, Revised IC 38 Course material, Contact Us, Help to clear Browser History, Candidate Profile Creation Form, Candidate Profile Search Screen, Download TCC-Fresh, Download TCC-Renewal (with 'New' and 'Old' sub-options), Payment Receipt, Help Manual-Fresh, Help Manual-Renewal, HelpManual-Bulk-Fresh, and HelpManual-PhotoReSize. A 'Download' button is visible in the bottom right corner of the page.

Individual Agent/Insurance Broker Candidate Certificate Download

Pan No*: Mobile No*: Profile Id*:

For any query please send email to,

Reg.exams@iii.org.in

Or

Call on below numbers,

022 - 69654208

022 - 69654256

022 - 69654220

022 - 69654257

THANK YOU.