

## Help Manual – Insurance Agent Online Training

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>. Ignore if company already created.

### Steps for Online Registration and Training.

1. Payment of Training Fees
2. Receipt of Training Fees
3. Online Training
4. Download TCC

#### Step 1. Payment of Training Fees.

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

<https://www.insuranceinstituteofindia.com/web/guest/create-profile-and-proceed-for-payment-of-online-training>

The screenshot displays the Insurance Institute of India website interface. At the top left is the logo with the text 'भारतीय बीमा संस्थान INSURANCE INSTITUTE OF INDIA'. A search bar is located at the top right. The main navigation menu includes: Home, About us, Examinations, IRDAI Examinations, Study Material, Affiliates, Contact us, FAQs, Sitemap, Useful Links, and T. A dropdown menu is open under 'IRDAI Examinations', listing various options. A second dropdown menu is open under 'Online Registration for Web+Mobile App', listing further options. A third dropdown menu is open under 'Profile Creation and Payment', listing the final steps. Three arrows indicate the path from 'IRDAI Examinations' to 'Online Registration for Web+Mobile App' to 'Profile Creation and Payment'.

IRDAI Examinations	Online Registration for Web+Mobile App	Profile Creation and Payment
POSP/Insurance Agents	Bulk Registration	Profile Creation and Payment
Corporate Agents	Online Registration for Web+Mobile App	Edit Profile for Insurance Agent
Insurance Marketing Firm	Help Manual	Using Profile Details - Proceed for payment
Web Aggregators	Insurance Agents Examination Portal	Receipt for Online Training
Insurance Brokers-Authorised Verifiers	List of Service Provider	Download TCC- Insurance Agent
Web Wallet	TAB based exams fee revision for Insurance Agents	Download TCC- POSP
To create company profile	Online Registration for Web+Mobile App1	Help - Presentation
Profile	Grace Passing Marks - IC -38 Examination	Search Details
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

Intermediary type \* :

Applicant Type (Individual/Corporate) \* :

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 \* :

Training Type with fee \* :  Hours to be Completed \* :

In Days Training to be Completed \* :

#### Applicant Details - Personal Information

Application Date \* :

Name Initial (Mr/Ms) \* :  Applicant Name :

Pin \* :

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

#### Qualification Details

Best 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 133) i.e. (Height X Width)

Applicant Photo \* :   No file chosen

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.

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

 <p><b>भारतीय बीमा संस्थान</b> <b>INSURANCE INSTITUTE OF INDIA</b></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 <b>PAN No Of The III : AAAT11174R</b> TAN No Of The III : MUMI00157D Service Tax No : AAAT11174RSD001 HSN Code : HSN is not applicable to III <b>GSTIN Of III : 27AAAT11174R1Z7</b> Application Reference No (ARN) Of III : AA2704170743831 SAC Code Of III : 999299 (Commercial Training &amp; Coaching)</p>	
	<p><a href="#">Click Here to return Home Page</a></p>	
Date : 16/02/2024		Order No : 88739913
Candidate Name / Company Name		M Ram Kumar
Email		lakshmidurgaramkumar@gmail.com
Mobile No.		7989863831
<b>Payment Details</b>		
Reference Id	7545633	
Payment For Training	50.0	
IGST	9.0	
Grand Total	59.0	
<b>Transaction Details</b>		
Transaction No.	YHD42220921194	
Transaction Date	01-02-2024 12:44:55	
Transaction Status	Transaction successful	
Note : Please save this receipt for future reference		
<input type="button" value="Print"/> <input type="button" value="Save to PDF"/>		

**Credit Card** >

- Debit Card
- Other Debit Cards
- Internet Banking
- Wallet/ Cash Cards
- QR
- UPI

Pay by Credit Card

**Card Number**

**Expiration Date**      **CVV/CVC**

**Card Holder Name**

**Make Payment**

[Cancel](#)

**Merchant Name**

Insurance Institute Of India

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Payment Amount: ₹ **1770.00**

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-payment>

The screenshot shows the website's navigation menu with the following items:

- Home
- About us
- Examinations
- Exam Registration
- IRDAI Examinations**
  - POSP/Insurance Agents
  - Corporate Agent / IMF / Web Aggregator WA
  - Corporate Agents
  - Insurance Marketing Firm
  - Web Aggregators
  - Insurance Brokers- Authorised Verifiers
  - Web Wallet
  - To create company profile
  - Profile
  - Update GSTIN
  - Brokers Online Training (Fresh / Renewal)
  - Web Service
  - Examination Registration Process For Scribe/Blind Candidate
  - Revised IC 38 Course material
- Study Material
- Affiliates
- Contact us
- FAQs
- Sitemap
- Circulars
- Personal

Useful Links    Tenders

WELCOME TO INSURANCE INSTITUTE OF INDIA

College of Insurance is arranging a Webinar on Comprehensive Financial Planning Learning Series-2 (Focus on Tax Planning).  
Date: 6th March 2024 - Time: 10.00 AM to 1.00 PM.  
For registration, [Click Here](#)

2023

ps://www.insuranceinstituteofindia.com/web/guest/using-profile-details-proceed-for-payment

### Candidate Profile Search Form

PAN * :	<input type="text"/>
Mobile Number :	<input type="text"/>
	OR
ICARD Number :	<input type="text"/>
	OR
Profile ID :	<input type="text"/>
Type of Report :	<input type="button" value="Payment Details"/> <input type="button" value="Training Details"/> <input type="button" value="Payment Details"/> <input type="button" value="Search"/>

### 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	AHAPC7331H	sushma Kadam	8879284553	pk9439869@gmail.com	Insurance Brokers	Fresh	Payment Not Yet Done Proceed For Payment

### Candidate Registration Form

<b>Applicant Details - Personal Information</b>	
Intermediary Type :	<input type="text" value="Insurance Brokers"/>
ICARD Number :	<input type="text" value="A00603799"/>
Name of Insurance Company :	<input type="text" value="AB INSURANCE BROKERS PRIVATE LIMITED"/>
Insurance Category :	<input type="text" value="Direct Broker (Life and Gen)"/>
Training Hours :	<input type="text" value="50"/>
Applicant Type (Fresh/Retired) :	<input type="text" value="Fresh"/>
Corporate Type :	<input type="text" value="Broker Qualified Person"/>
Profile ID :	<input type="text" value="A00603799IB4791DBLGBQP"/>
Service Provider Name :	<input type="text" value="Training Platform01"/>
GSTIN :	<input type="text" value="15AAJCA6286C1ZM"/>
Training Days :	<input type="text" value="51"/>
Fee type :	<input type="text" value="Training"/>
<b>Applicant Details - Personal Information</b>	
Application Date :	<input type="text" value="29-Oct-2023"/>
Name Initial :	<input type="text" value="Mrs"/>
Pan * :	<input type="text" value="AHAPC7331H"/>
Applicant Name * :	<input type="text" value="sushma Kadam"/>
<b>Qualification Details</b>	
Basic Qualification :	<input type="text" value="Graduate"/>
Date of Birth :	<input type="text" value="31-Dec-1996"/>
Nationality :	<input type="text" value="India"/>
Sex * :	<input type="text" value="Female"/>
Area :	<input type="text" value="Rural"/>
<b>Contact Information</b>	
<b>Current Address</b>	
House Number :	<input type="text" value="khodiyar kunj"/>
Street/Road :	<input type="text" value="Pleasant park"/>
Town/City :	<input type="text" value="mumbai"/>
District Name :	<input type="text" value="Mumbai City"/>
State Name :	<input type="text" value="Maharashtra"/>
Pin Code :	<input type="text" value="401107"/>
<b>Permanent Address</b>	
House Number :	<input type="text" value="khodiyar kunj"/>
Street/Road :	<input type="text" value="Pleasant park"/>
Town/City :	<input type="text" value="mumbai"/>
District Name :	<input type="text" value="Mumbai City"/>
State Name :	<input type="text" value="Maharashtra"/>
Pin code :	<input type="text" value="401107"/>
Mobile Number* :	<input type="text" value="8879284553"/>
Email ID* :	<input type="text" value="pk9439869@gmail.com"/>
Alternate Email ID* :	<input type="text" value="kadam@ii.org.in"/>
<b>Training Details :</b>	
Training - Language * :	<input type="text" value="ENGLISH"/>
Amount For Training :	<input type="text" value="1500"/>
CGST :	<input type="text" value="135.0"/>
SGST :	<input type="text" value="135.0"/>
Total Amount :	<input type="text" value="1770.0"/>
<input type="button" value="Proceed for Payment"/>	

Date : 29-10-2023	Order No : 85896665
Candidate Name	"sushma Kadam"
Company Name	AB INSURANCE BROKERS PRIVATE LIMITED
Email	pk9439869@gmail.com
Mobile	8879284553
GSTIN Number	19AAJCA6266C1ZM
GSTIN State	West Bengal
Payment Details	
Unique Reference Number (URN):	A00603799IB4791DBLGBQP
Reference ID / Training ID	7455935
Registration Amount	1500.0
IGST	270.0
Grand Total	1770
<b>You can make payment using your Credit/Debit card as well Internet Banking.</b>	
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
<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>&gt; <input type="button" value="Yes"/> <input type="button" value="No"/></p>	

BillDesk - All Your Payments. Sing x 2e791c35-2060-4872-9030-dfc3 x https://www.iiexams.org x + Microsoft Word

pgi.billdesk.com/pgidsk/ProcessPayment?wpage=OgKW1vQwj42qNq2suIXsHPjo

**Credit Card** >

Debit Card

Other Debit Cards

Internet Banking

Wallet/ Cash Cards

QR

UPI

**Pay by Credit Card**

VISA MasterCard RuPay OneCard

**Merchant Name**  
Insurance Institute Of India

Payment Amount: ₹ 1770.00

**Card Number**  
Enter card number

**Expiration Date**  
Month Year

**CVV/CVC**

**Card Holder Name**  
Enter card holder name

**Make Payment** [Cancel](#)

BillDesk

Address Desktop 3:45 PM 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-training>

The screenshot shows the website's navigation menu. The 'IRDAI Examinations' menu is expanded, and 'Posp/Insurance Agents' is selected. The 'Online Registration for Web+Mobile App' sub-menu is also expanded, and 'Receipt for Online Training' is highlighted. The URL in the browser is <https://www.insuranceinstituteofindia.com/web/guest/receipt-for-online-training>.

**Single Registration - Individual Agent - Online Training - Download Receipt**

Training ID :  PAN No:  Mobile No:   
Order No :  Transaction ID:



Put your pan number

**Single Registration - Individual Agent - Online Training - Download Receipt**

Training ID :  PAN No:  Mobile No:   
Order No :  Transaction ID:

Sr.No.	Transaction Id	Order No	Transaction Date	Customer Id	Amount	Fresh/Renewal	Payment Mode	Download Receipt
1						Fresh	Online	<input type="button" value="DownloadPaymentReceipt"/>

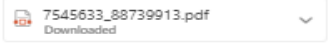
**Duplicate Receipt for Individual Insurance Agent - Fresh Online Training - Single Registration - Online Payment**

 <p><b>भारतीय बीमा संस्थान</b> <b>INSURANCE INSTITUTE OF INDIA</b></p>	<p><b>Insurance Institute of India (III)</b>          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  <b>PAN No Of The III : AAAT11174R</b>          TAN No Of The III : MUMI00157D          Service Tax No : AAAT11174RSD001          HSN Code : HSN is not applicable to III  <b>GSTIN Of III : 27AAAT11174R1Z7</b>          Application Reference No (ARN) Of III : AA2704170743831          SAC Code Of III : 999299 (Commercial Training &amp; Coaching)</p>
 <a href="#">Click Here to return Home Page</a>	
Date : 01/11/2023	
Candidate Name / Company Name	
Email	
Mobile No.	
<b>Payment Details</b>	
Reference Id	5765399
Payment For Training	150.0
IGST	27.0
Grand Total	177.0
<b>Transaction Details</b>	
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

N noreply@iii.org.in  
 To: [Redacted]  
 Cc: n [Redacted]

  
 Downloaded

**CAUTION: This email is originated from outside of III. Do not open attachments or click links unless you recognize the sender and are aware that the content is safe.**

[Redacted]

Please complete 25 hours of training and Examination on/before 01st March, 2024.

\*.....\*

**Congratulations!!!** You have been successfully registered for Online Training and Examination. 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]

\*.....\*

For Web browser access, please go to the link <https://iiiindia.in>. Alternatively go to play store and search for III INDIA. Download the application shown in the search result section and login using your email ID.

Training page will be appear as below,

Menu - LOGOUT Ram Kumar

INSURANCE COMPANIES PAYMENT VIA URN PLI SALES FORCE RE

### Course overview

Course name

Required hours: 25  
Time Spent Hours: 29 Hours 19 Min  
Due Date: 2 Mar 2024

**Insurance Agent - Life**

**!!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.

Please click on Logout button while exiting from this training module so that training hours will get updated report

LOGOUT

Announcements

New IC-38 syllabus is applicable for all the candidates who will appear for the examination on or after 1<sup>st</sup> April 2023.

MOCK TEST	ENGLISH New IC-38 syllabus	HINDI New IC-38 syllabus	MARATHI NEW IC-38 syllabus	ASSAMESE NEW IC-38 syllabus
TAMIL NEW IC-38 syllabus	Punjabi New IC-38 syllabus	Kannada New IC-38 syllabus	Gujarati New IC-38 syllabus	MALAYALAM NEW IC-38 syllabus
Telugu New IC-38 syllabus	Bengali New IC-38 syllabus	Urdu New IC-38 Syllabus	Oriya New IC-38 Syllabus	Certificate



## Step 4 : Download TCC

After completion of Online Training, 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-training-completion-certificate-after-completion-of-25-hours>

The screenshot shows the Insurance Institute of India website. The header includes the logo and name of the institute, a search bar, and a navigation menu with items like Home, About us, Examinations, IRDAI Examinations, Study Material, Affiliates, Contact us, FAQs, Sitemap, and Useful Links. 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, and Help to clear Browser History. A sub-menu is open for 'Online Registration for Web+Mobile App', with 'Download TCC - Insurance Agent' highlighted. The footer shows the year 2023 and a calendar for the month of June.

Examinations IRDAI Examinations Study Material Affiliates Contact us FAQs Sitemap Useful Links

**Individual Agent/Insurance Broker Candidate Certificate Download**

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

TCC available in below format.

	<b>भारतीय बीमा संस्थान</b> <b>INSURANCE INSTITUTE OF INDIA</b> Plot No. C-46, 'G' - Block, Bandra – Kurla Complex, Mumbai- 400051
<b>CERTIFICATE OF ONLINE TRAINING</b> <b>FOR APPOINTMENT OF INSURANCE AGENTS</b>	
This is to certify that	
<p>Mr M Ram Kumar has undergone 25 hours Online Training in the Insurance Category i.e. " Life Insurance " conducted by Insurance Institute of India for Insurance Agents as per Regulations 17.1 Annexure I (b)-(2) of the Insurance Regulatory and Development Authority of India (Appointment of Insurance Agents) Regulations, 2016 dated 15th April, 2016.</p>	
<p>The said candidate had registered on 01st February,2024 by PNB MetLife India Insurance Co. Ltd for the online training and completed 25 hours on 05th February,2024.</p>	
<b>Training Language : Telugu</b>	
<b>PAN: BZHPM1525R</b>	
<b>Profile Id : A00626001IAMLILIA</b>	<b>Secretary General</b>
<b>Training Id : 7545633</b>	<b>Insurance Institute of India</b>
<small>This is a computer generated document and NO signature is required.</small>	

For any query please send email to,

[Reg.exams@iii.org.in](mailto:Reg.exams@iii.org.in)

Or Call on below numbers,

022 - 69654208

022 - 69654256

022 - 69654220

022 - 69654257

**THANK YOU.**