



Institute of Actuaries of India

302, Indian Globe Chambers, 142, Fort Street, Off D. N. Road, Mumbai – 400001

+ 91 22 67843333 + 91 22 67843330

May 2014 Examination – Registration announcement

Dear Candidates,

We are happy to inform you that the Online Registration for May 2014 examination will start from **Saturday, 1st March, 2014 at 2.00 p.m.** Below is the procedure for the online registration of examination;

- 1) Log on to your member login (www.actuariesindia.org) by entering your login ID and Password. Once you login, the system will ask you to upload your pass port size photograph, telephone number and email id before moving further.
- 2) Click on the “**Examination**” -> “**May 2014 Examination**”-> “**Examination form**” tab.
- 3) Select the correspondence address you wish to select “**Permanent**” Or “**Alternate**”.
- 4) Click on “**Edit Profile details**” in case you wish to change your Correspondence address, Contact number or Email ID
- 5) Select the subject(s) you wish to appear in the check box.
Note: You will only be able to view the subjects for which you have purchased the study material and you can select maximum of three subjects in one exam diet. If you do not find the subject name of which you have already purchased the study material, you would be required to write an e-mail to Ms. Nilima Kadam at studymaterial@actuariesindia.org.
- 6) Select the Examination centre which you wish to appear from the drop down list.
- 7) Click on “**Pay**” tab to make the payment of examination fees.
- 8) On successful payment you will be directed towards “**Transaction Acknowledgment**” page.
- 9) Click on “**Proceed**” to view your registration details.

Registration for Additional Subject

If you wish to register for additional subject, you need to follow the same registration process as mentioned above.

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Change of Centre

You can change your centre any time on or before **Thursday, 10th April 2014** by going to “Examination” -> “May 2014 Examination”-> “Examination form”. Select the centre you want to change and click on proceed.

Points to Remember

- 1) Online Registration starts on **Saturday, 1st March, 2014@ 2.00 p.m.**
- 2) Last date of Registration without late fee is **Friday, 4th April, 2014.**
- 3) Last date of Registration with late fee is **Thursday, 10th April, 2014.**
- 4) Hall ticket will be made available to download under your respective member login by **Wednesday, 30th April, 2014.**
- 5) No Hard copy of receipt and Hall Ticket will be issued.
- 6) Examination payment receipt will be available to download from the “Examination” tab on successful registration.

For Queries

- | | |
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| 1) Login ID and Password - Ms. Vijaya Bhosle - | actsoc@actuariesindia.org /
022- 67843302 |
| 2) Examination related queries - Ms. Nirmala Subbiah - | nirmala@actuariesindia.org /
022-67843300 |
| 3) Overseas Centre Request - Mr. Sandeep Mahajan - | sandeep@actuariesindia.org /
022-67843304 |
| 4) Study Material queries - Ms. Nilima Kadam - | studymaterial@actuariesindia.org /
022-67843301 |

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