



Institute of Actuaries of India

Unit No. F-206, 2nd Floor, F Wing, Tower II, Seawoods Grand Central, Plot no R-1,
Sector 40, Near Seawoods Railway Station, Navi Mumbai- 400706

+ 91 22 62433333 + 91 22 62433322

ATTENTION MEMBERS!

UPDATION OF MOBILE NUMBER, COMMUNICATION ADDRESS AND E-MAIL ID IN THE IAI DATABASE

Please note that most of the important communications to the Members are being sent through E-Mail and SMS. It has been observed that a number of members have either not updated their Mobile Numbers and E-Mail Ids or incorrect Mobile Numbers/ E-Mail Ids have been provided. All members are hereby requested to update the E-Mail Ids and Mobile Numbers by logging into their Accounts at the IAI portal www.actuariesindia.org to ensure that they do not miss any important communication from the Institute.

The procedure for updating the Address, E-Mail Id and Mobile Number is explained in the ensuing pages.

Request you to update the details in your profile by 31st May 2021.



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STEP-1 : VISIT INSTITUTE'S WEBSITE www.actuariesindia.org

The screenshot shows the homepage of the Institute of Actuaries of India website. The browser address bar displays "actuariesindia.org/index.aspx". The page features the institute's logo and name, "Statutory body established under an Act of Parliament". A navigation menu includes links for Home, Becoming an Actuary, Governance, ACET, Student, Examination, Seminars, Research and Publication, Professionalism, Downloads, Careers, Volunteering Opportunities, COP, Media, and Contact Us. A search bar is present with a search button. A "Hiring Now" banner is visible, along with logos for "ageasFEDERAL LIFE INSURANCE" and "CIT". A section titled "Important Announcements, in the past 30 days" lists several updates, including registration for a 35th India Fellowship Webinar, a magazine issue, and retirement benefits. The Windows taskbar at the bottom shows the time as 2:09 PM on 5/12/2021.



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STEP 2 : CLICK ON IAI MEMBER LOGIN (TOP RIGHT SIDE OF YOUR SCREEN)

The screenshot shows a web browser window displaying the Institute of Actuaries of India website. The browser's address bar shows the URL actuariesindia.org/index.aspx. The website header includes the date "Wednesday, May 12" and a navigation menu with items like "Home", "Becoming an Actuary", "Governance", "ACET Student", "Examination", "Seminars", "Research and Publication", "Professionalism", "Downloads", "Careers", "Volunteering Opportunities", "COP", "Media", and "Contact Us". A search bar is located in the top right corner. The main content area features the Institute of Actuaries of India logo and the text "Statutory body established under an Act of Parliament". A prominent banner reads "Now hiring Actuarial Resources is just a click away" with a "Login Now" button. Below this, there is a "Hiring Now" section with logos for "ageas FEDERAL LIFE INSURANCE", "Oriental insurance", and "SAHA INDIAN LIFES Chira". A section titled "Important Announcements, in the past 30 days" lists several key events: "CB3 Registration Announcement for December 2021", "Registration Announcement for ACET June 2021 Examination", and "Invitation of Comments on Exposure Draft on amendments in Professional Conduct Standards (PCS) Version 3". The Windows taskbar at the bottom shows various application icons and the system clock indicating 2:15 PM on 5/12/2021.



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STEP-3 : ENTER YOUR USER ID (MEMBERSHIP NUMBER) AND PASSWORD

Back To Home Page

LOGIN

MEMBER ID
IAI- 27940

PASSWORD
.....

[Reset password](#)

LOG IN →

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Browser address bar: Not secure | actuariesindia.org/login.aspx

Windows taskbar: Type here to search | 11:11 | 19-05-2021



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STEP-4 : GO TO OPTION /MY PROFILE

Wednesday, May 12 Member Id: 27940 [Logout](#)

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Statutory body established under an Act of Parliament

[My Profile](#) [Downloads](#) [Transactions List](#) [Change Password](#) [CPD Hours](#) [Webinar](#) [Free Videos](#)

[Study Material](#) [Exemption](#) [Past Webinar](#) [Examination](#) [R-Webinars](#) [Actuarial Job Portal](#) [Online coaching](#) [R Excel Videos](#)

YOU ARE HERE:

- [My Profile](#)
- [Education](#)
 - [Graduation Details](#)
 - [Post-Graduation Details](#)
 - [Professional Qualification](#)
 - [Qualification From Foreign Institution](#)
 - [Actuarial Qualification](#)
- [Work Experience](#)
- [Actuarial Exam passed from other Institutes](#)
- [Upload Resume](#)
- [Covering Letter](#)
- [Skills](#)
- [Keywords](#)
- [Projects & Other Achievements](#)
- [Career Tips & Information](#)

My Profile

Personal Details

Name:-	S M Dummy	Member Id:-	IAI-27940
Gender:-	Male	Date of Birth:-	27 Aug 2013
Year of Admission:-	01 Jan 1990	Nationality:-	Indian
Member Category:-	Student	Mobile:-	918879594030
Email ID:-	it@actuariesindia.org		

What type of employment are you looking out for?
 Part Time Full Time Consultant Internship

In which area you would like to work?

<input type="checkbox"/> Life Insurance	<input type="checkbox"/> General Insurance	<input type="checkbox"/> Health Insurance	<input type="checkbox"/> Pension	<input type="checkbox"/> Risk Management	<input type="checkbox"/> Data Science	<input type="checkbox"/> Banking
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Active DeActive

Note- Select Active if you are actively looking for job otherwise select Deactive.



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STEP-5 : GO TO OPTION /REQUESTS/ CHANGE OF ADDRESS

Statutory body established under an Act of Parliament


My Profile Downloads Transactions List Change Password CPD Hours Webinar Free Videos

Study Material Exemption Past Webinar Examination R-Webinars Actuarial Job Portal Online coaching R Excel Videos

YOU ARE HERE: > My Profile

My Profile

Personal Details

	Name:-	S M Dummy	Member Id:-	IAI-27940
	Gender:-	Male	Date of Birth:-	27 Aug 2013
	Year of Admission:-	01 Jan 1990	Next Subscription Due Date:-	31 Mar 2022
	Member Category:-	Student		

Permanent Address

*Flat/Door/Block No	*Name of the Premises/Building/Village	*Road/Street/Post Office	Area/Locality
SA	S	S	JSGHJK
*City	*State	*Country	*Pincode

3:42 PM 5/12/2021



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Welcome to the Institute of Actuaries of India | View Member Details | New Tab | actuariessindia.org/Member_module/iai_member_profile.aspx

Residential Address (same as above)

*Flat/Door/Block No 555-555-0199@EXAMP	*Name of the Premises/Building/Village 555-555-0199@EXAMPLE.COM	*Road/Street/Post Office 555-555-0199@EXAMPLE.C	Area/Locality 555
*City WINTERVILLE	*State --Select State--	*Country Afghanistan	*Pincode 555-555-0199@example

*Select your Mailing Address: Permanent Address

Employer Details

Employer's Name TOWERS WATSON INDIA PVT LTD.	Designation SR. ADVISOR	Department
Block No. REGUS ARCADIA, ARC	Road/Street/Post Office DR. AMBEDKAR ROAD,	Area/Locality
Name of the Premises/Building 3RD & 4TH FLOOR, PREMISES NO.31,	Country India	Pincode 700046
City KOLKATA	State Jharkhand	

Other Actuarial Details

Membership Id	Membership Category
Actuarial Body Name --Select Actuarial Body--	

Contact Details

*Mobile No + 918879594030	Tel No (R) 555 12345645	Tel No (O) 555 12547896
Email ID it@actuariessindia.org (Eg: abc@xyz.com)	Alternate Email ID developer1@actuariessindia.org (Eg: abc@xyz.com)	

Note: Fields marked with (*) asterisk sign is mandatory

Save Details

3:44 PM 5/12/2021



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STEP-6 : FILL THE DATA AND CLICK ON SUBMIT BUTTON.

Welcome to the Institute of Actuaries of India

actuariesindia.org/Member_module/MembersRegister.aspx

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My Profile Downloads Transactions List Change Password CPD Hours Webinar Free Videos

Study Material Exemption Past Webinar Examination R-Webinars Actuarial Job Portal Online coaching R Excel Videos

YOU ARE HERE:

Comprehensiv Register

Personal Details

Name:- _____ Member Id:- _____
Category:- _____ Date of Birth:- _____

Permanent Address

*Flat/Door/Block No _____ *Name of the Premises/Building/Village _____ *Road/Street/Post Office _____ Area/Locality _____
*City _____ *State _____ *Country _____ *Pincode _____
--Select State-- If Other, please specify _____ --Select Country--

Residential Address (same as above)

3:39 PM 5/12/2021



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Welcome to the Institute of Actuaries of India | View Member Details | New Tab

Not secure | actuariesindia.org/Member_module/MembersRegister.aspx

Residential Address (same as above)

*Flat/Door/Block No	*Name of the Premises/Building/Village	*Road/Street/Post Office	Area/Locality
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
*City	*State	*Country	*Pincode
<input type="text"/>	--Select State-- <input type="text"/> If Other, please specify	--Select Country--	<input type="text"/>

*Select your Mailing Address: --Select Address--

Employer Details

Employer's Name	Designation	Department	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Block No.	Name of the Premises/Building	Road/Street/Post Office	Area/Locality
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
City	State	Country	Pincode
<input type="text"/>	--Select State-- <input type="text"/> If Other, please specify	--Select Country--	<input type="text"/>

Contact Details

*Mobile No	Tel No (R)	Tel No (O)
+ <input type="text"/>	<input type="text"/>	<input type="text"/>
Email ID	Alternate Email ID	
<input type="text"/> (Eg: abc@xyz.com)	<input type="text"/> (Eg: abc@xyz.com)	

I hereby declare that the information and record(s) submitted as indicated above is true and correct to the best of my knowledge and belief.

3:40 PM 5/12/2021

In case of any difficulty in updating the E-Mail Id, Address and Mobile Number by the members by following the aforesaid procedure, they may send the details through E-Mail at actsoc@actuariesindia.org for updating the records.