



# Institute of Actuaries of India

Statutory body established under an Act of Parliament

Unit No. F-206, 2nd Floor, F Wing, Tower II, Seawoods Grand Central,  
Plot no R-1, Sector 40, Nerul Road, Navi Mumbai - 400706  
+91 22 6243 3333 +91 22 6243 3322

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## **Announcement for Application of Student Membership**

### **Eligibility**

1. Fully qualified members of the following bodies:
  - i) Institute of Chartered Accountants of India
  - ii) Institute of Cost Accountants of India
  - iii) Institute of Company Secretaries of India
2. MBA in Finance (Minimum 60% or equivalent grade)
3. IIM Graduate
4. Bsc/Msc in Actuarial Science from reputed Institute/ Colleges
5. B.E from reputed Institute (Minimum 60% or equivalent grade)
6. IIT Graduate
7. Fellow Member of Insurance Institute of India
8. Passed two papers from other actuarial bodies' i.e.
  - i) Institute and Faculty of Actuaries (IFoA)
  - ii) Society of Actuaries (SOA)
  - iii) Casualty Actuarial Society (CAS)
  - iv) The Actuarial Society of South Africa (ASSA)
  - v) Institute of Actuaries of Australia (IAAust)
9. Qualified 1<sup>st</sup> year Bsc.,Msc. Actuarial science from Amity University
10. Graduation and Post-graduation diploma in Actuarial Science (PGDAS) from Gujarat University
11. Graduation and Post-graduation diploma in Actuarial Statistics
12. Bcom in Actuarial Management Affiliated to Bharathiar University
13. Bachelor of Statistics (Honours) [B Stat (Hons)] from Indian Statistical Institute
14. Bachelor of Mathematics (Honours) [B Math (Hons)] from Indian Statistical Institute
15. Master of Statistics [M Stat] from Indian Statistical Institute
16. Master of Mathematics [M Math] from Indian Statistical Institute
17. Master of Science in Quantitative Economics [MS (QE)] from Indian Statistical Institute
18. Master of Science in Quality Management Science [MS (QMS)] from Indian Statistical Institute

In view of this, a person is eligible for admission if he/she satisfies any of the above criteria.



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## How to apply

1. You have to go to the Sub Tab “Admissions” under the Student Tab on the IAI website.
2. Click on the link, “**Student Membership Form**” (Applicable for NON-ACET students).
3. You will get a window, where you need to register by entering your name, Email id. and your Date of Birth in dd-mmm-yyyy format.
4. Click on Get OTP Button, the system will send the OTP (One Time Password) to your registered email id.
5. Enter the OTP in the box provided for it and click on Get Registration Form, fill up the details, upload the required attested photocopies of documents in Image format with the total file size (of all documents) not exceeding 1 MB, resolution 1024 x 768 pixels and confirm.  
**Note:** The personal details and uploaded photograph are non-editable.
6. The documents to be uploaded have to be attested photocopies and not Originals. Ensure that your uploaded documents are duly self-attested and the documents submitted to Institute are accurate and authentic.
7. On confirmation, you will make the online payment of fees, for which you will receive an email from IAI and a successful payment confirmation page (take a print out of this page).
8. When your online admission is approved by the Institute, you will receive an approval email on your registered email id.
9. In case of failed payment, kindly click on Try Again and re-do the process.
10. You will receive an email on the status of your uploaded softcopy documents in 7 working days' time.

## Documents to be scanned and uploaded online (attested photocopies)

1. Proof of date of birth - Passport, Pan Card, Birth Certificate, School/College Leaving Certificate.
2. Photo Id Proof - Passport, Pan Card, Aadhar Card, School/College Id Proof.
3. SSC Mark sheet (10<sup>th</sup> Standard Marksheet)
4. HSC Mark sheet (12<sup>th</sup> Standard Marksheet)
5. Name change Document (if applicable)
6. Marriage Certificate (if applicable)
7. Final Examination Certificate for other qualifications / Individual Pass Certificates of the 2 subjects passed from the other Actuarial body.



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## Fees to be paid

- Students who are taking admission during the period from 1<sup>st</sup> April to 30<sup>th</sup> September shall pay the Total Admission Fees of ₹ 4000/- (inclusive of Annual Membership Fees) applicable for the same financial year (for e.g. if admission taken from 1<sup>st</sup> April to 30<sup>th</sup> September 2020 then the membership is valid till 31<sup>st</sup> March 2021, students have to renew their membership on 1<sup>st</sup> April 2021). Further, such students shall be required to pay membership fees due in the next and subsequent financial years.
- Students who are taking admission during the period from 1<sup>st</sup> October to 31<sup>st</sup> March shall pay the Total Admission Fees of ₹ 4000/- (inclusive of Annual Membership Fees). However, such students do not need to pay membership fees in the next financial year but has to pay for the subsequent financial years (for e.g. if admission taken from 1<sup>st</sup> October 2020 to 31<sup>st</sup> March 2021 then the membership is valid till 31<sup>st</sup> March 2022, students have to renew their membership on 1<sup>st</sup> April 2022).
- Fees once paid is non-refundable.

## What happens when your scanned documents are not in order?

1. In case your documents are not in order, you will receive an email on your ACET registered email id within 7 working days mentioning the reason.
2. You then need to re-upload the correct documents to get the online approval.
3. If we do not receive the updated documents in soft copy after rejection, **within 30 days from the date of intimation communicated by email, then, you will have to reapply for admission.**

## Whom to Contact

For more information you may contact

- Mr. Sandeep Mahajan at [sandeep@actuariesindia.org](mailto:sandeep@actuariesindia.org) or telephone 022-62433337.
- Ms. Swetha Jain at [swetha@actuariesindia.org](mailto:swetha@actuariesindia.org) or telephone 022-62433335.