

How to Enroll for NISM Certification Exams

A simple, step-by-step guide for registration, document upload, profile approval, exam enrollment, payment and hall ticket download.

India's No.1 Platform for Passing NISM Exams on the 1st Attempt!

Preparation Plan **Start from ₹399/-**

- Clear registration instructions
- Photo, PAN and Aadhaar upload guidance
- Profile approval and exam enrollment steps
- Red-marked screenshots for easy reference



[Visit NISM Certify](#)

[Open NISM Portal](#)

Before You Start

Keep your documents and login details ready. Complete each step in order. Register first, wait for profile approval, and enroll only after approval.

Quick Process

- | | |
|-----------------------------|--------------------------------|
| 1 Create account | 2 Complete profile |
| 3 Upload documents | 4 Submit registration |
| 5 Wait for profile approval | 6 Click + ENROLL |
| 7 Choose exam and centre | 8 Pay and download hall ticket |

Keep Ready

- PAN card image in JPG/JPEG
- Passport-size photo
- Masked Aadhaar address proof in JPG
- Education and employment details
- Active email and mobile number

Official Login

Use your registered email and password at:

<https://cert.nism.ac.in/>

Use the same login again after profile approval.

Step 1 - Create Your NISM Account

Open the NISM certification portal and click Create new account. Enter your active email address twice, create a password, confirm it and continue.

NISM National Institute of Securities Markets
Empowering Building Investors of India

Kindly keep the following documents handy before proceeding with registration:

1. Scan copy of PAN card (in .jpeg/.jpg format, below 1MB)
2. Scan copy of photograph (in .jpeg/.jpg format, below 1MB)
3. Scan copy of Proof of Address (in .jpeg/.jpg format, below 1MB)
4. Educational qualification and employment details
5. Foreign nationals who are Directors by stockbroking firms and other market intermediaries, and have to obtain NISM Certification(s) for regulatory compliance, are requested to contact NISM's Certification Team at certification@nism.ac.in.

Create Account

Email Address *

Enter Email Address

Note: Certificates will be sent to this email address

Confirm Email Address *

Enter Confirm Email Address

Password *

Enter Password

Confirm Password *

Confirm Password

CANCEL NEXT

1

2

What to do

- Use an active email address because important exam and certificate messages may be sent there.
- Type the same email in Confirm Email Address.
- Create a password you can remember and keep it safe.
- Click NEXT. If email activation is required, complete it before login.

Step 2 - Upload Candidate Photo and PAN

In Personal Information, upload the candidate photo and PAN image. Enter the PAN number exactly as printed on the card.

NISM National Institute of Securities Markets
Creating Future Leaders of India

1 Personal Information 2 Contact Information 3 Educational Details 4 Professional Qualification 5 Occupational Details 6 Preview

All fields marked with * are mandatory.

Candidate's Photo *

Select files to Upload from your device

[View Photograph Specifications](#)

PAN *

Select files to Upload from your device

[View PAN Specifications](#)

PAN Number *

Enter PAN Number

Confirm PAN Number *

Enter PAN Number

Passport Number

Enter Passport Number

Previous Next

1

Candidate Photo

Use a clear passport-size photo. Photo size must be 51 x 51 mm.

[Resize photo online](#)

2

PAN Image

Upload a clear PAN image in JPG/JPEG format. Avoid blur, glare, cropped edges or unreadable text.

3

Profile Sections

Continue through Contact Information, Educational Details, Professional Qualification, Occupational Details and Review.

Step 3 - Prepare Masked Aadhaar for Address Proof

Upload address proof in JPG format. For Aadhaar, use a masked Aadhaar copy so the full Aadhaar number is not visible.

1

Download Masked Aadhaar

Open the UIDAI Aadhaar download page and download the Masked eAadhaar PDF.

[Open UIDAI](#)**2**

Open the PDF

eAadhaar PDF password: first 4 characters of the Aadhaar name in CAPITAL letters + birth year.
Example: ABCD1995.

3

Convert PDF to JPG

Convert the masked Aadhaar PDF to JPG so it can be uploaded in image format.

[Convert PDF to JPG](#)**4**

Upload Address Proof

Upload the JPG in the Address Proof section. Check that the name and address are clear and readable.

Important

Use masked Aadhaar for upload. After converting it to JPG, make sure the image is complete, clear and easy to read.

Step 4 - Fill Address, Education and Employment Details

Enter the remaining information carefully. Keep the language simple and match the information in your documents.

Simple Data Entry Rules

- Address: type the complete address correctly and keep it consistent with your address proof.
- Education Information: select and type the correct qualification details.
- Employment Type / Occupational Details: choose the correct option and enter the information accurately.
- Do not use unnecessary special characters, symbols or extra signs. Keep names and descriptions clean and simple.
- Before final submission, use the Review screen to check spellings, uploads, PAN number and profile details.

Quick Check Before Submit

Photo clear and 51 x 51 mm | PAN readable | Masked Aadhaar JPG readable | Email correct |
Address correct | Education correct | Employment details correct

Step 5 - Submit Registration and Wait for Profile Approval

After completing the registration, do not try to enroll immediately. Your profile must be approved first.

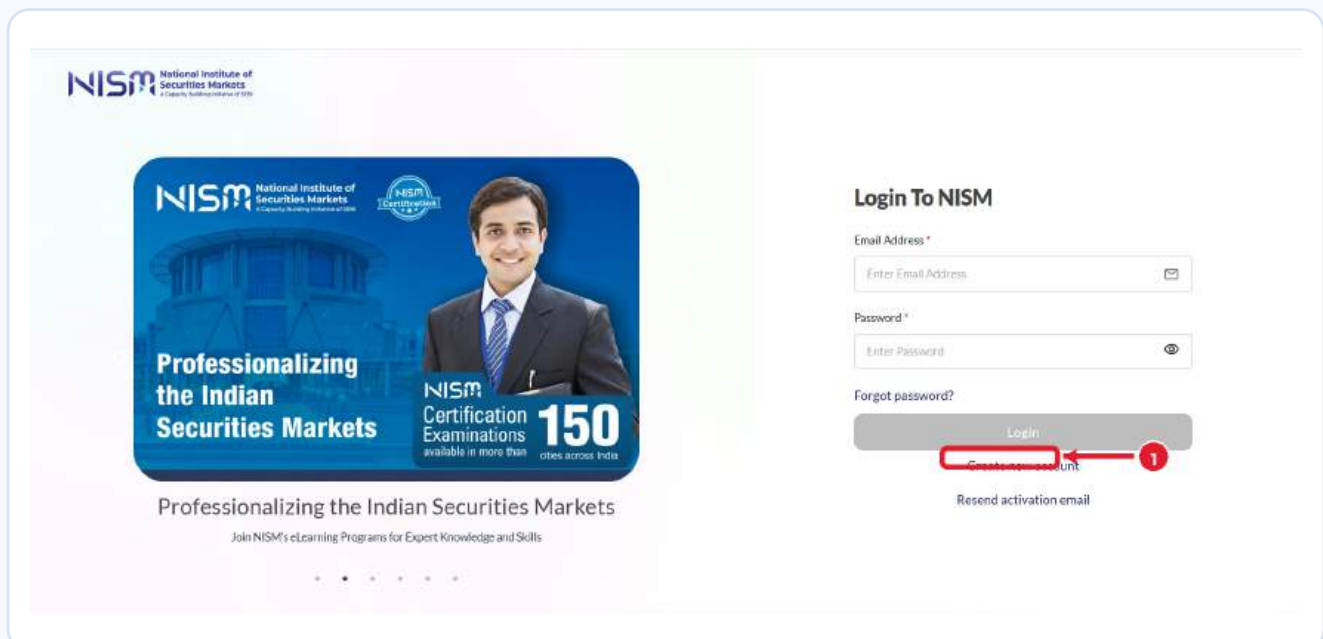
VERY IMPORTANT - PROFILE APPROVAL

After registration, allow a minimum of 3 days for profile approval.

You can enroll for an examination only after the profile is approved.

Please wait for Profile Approval. To check the status, use your email and password to log in at:

<https://cert.nism.ac.in/>

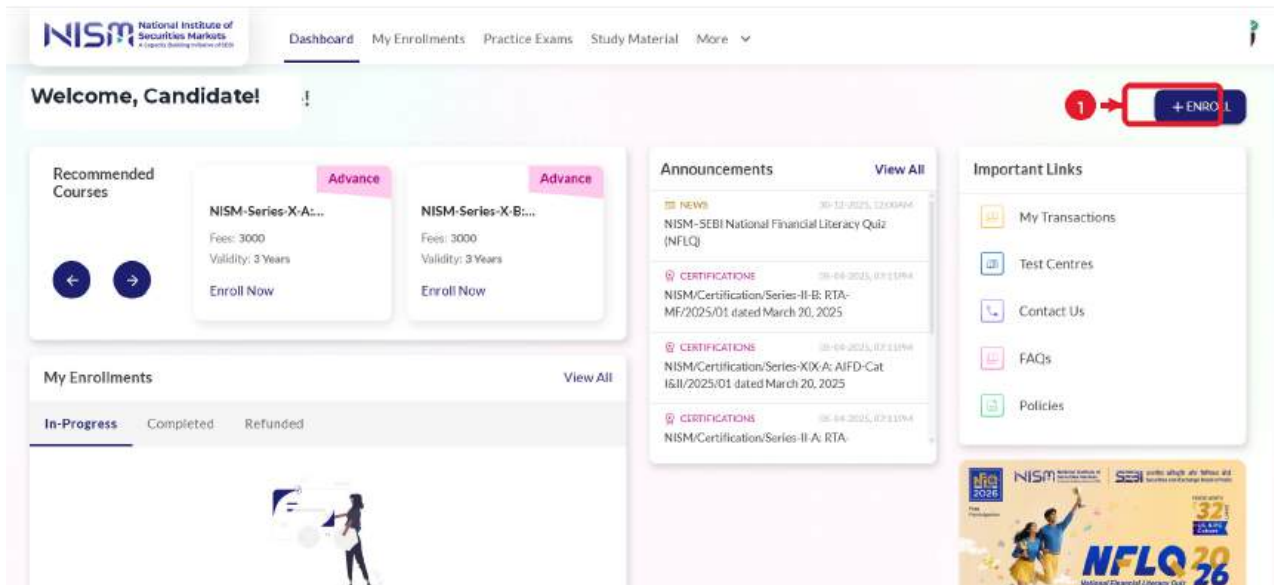


The screenshot displays the NISM website interface. On the left, a banner features the NISM logo and text: "National Institute of Securities Markets", "Professionalizing the Indian Securities Markets", "NISM Certification Examinations available in more than 150 cities across India", and "Join NISM's eLearning Programs for Expert Knowledge and Skills". On the right, the "Login To NISM" section includes input fields for "Email Address *" and "Password *", a "Forgot password?" link, a "Login" button, a "Create new account" link (highlighted with a red circle and number 1), and a "Resend activation email" link.

Tip: Keep the same email and password safely. You will use them again to check approval and enroll for the exam.

Step 6 - After Approval, Click + ENROLL

When the profile status is approved, log in again. On the dashboard, click the + ENROLL button to start the exam booking process.



After Approval

- Log in with your registered email and password.
- Confirm that your profile is approved.
- Click + ENROLL as highlighted in red.
- The portal will open the exam selection and test-centre booking steps.

Step 7 - Select Examination Type and Exam

Choose Examination, then open the Select Exam dropdown and select the exact NISM certification exam you want to book.

The screenshot shows the NISM enrollment interface. On the left, a sidebar lists the steps: 1. Select Exam, 2. Test Centre, 3. Select a Time Slot, 4. Billing Address, and 5. Preview. The main form area is titled 'Enrollment' and contains the following fields:

- Select Examination Type ***: A radio button selection with 'Examination' selected (highlighted with a red box and number 1), and 'CPE' and 'eCPE' as other options.
- Select Exam ***: A dropdown menu (highlighted with a red box and number 2) showing a list of exams. The selected exam is 'Hindi - NISM-Series-V-A: Mutual Fund Distributors Certification Examination' (highlighted with a red box and number 3).

At the bottom of the form, there are 'Previous' and 'Next' buttons.

1

Select Examination

Keep Examination selected unless you specifically need a different category.

2

Open Exam List

Click the Select Exam dropdown to view the available exams.

3

Choose Exact Exam

Select the correct NISM series and exam name, then continue.

Step 8 - Select Payment Mode, City, Centre and Date Range

Choose the payment mode, examination city, examination centre and a suitable From/To date range to view available time slots.

NISM-Series-V-A: Mutual Fund Distributors Certification Examination
*All fields marked with * are mandatory*

Mode of Payment * 1. Credit Card / Debit Card / Net Banking

Available Examination City * 2. Select Examination City

Available Examination Centre * 3. Select Examination Centre

Available From * 4. DD-MM-YYYY

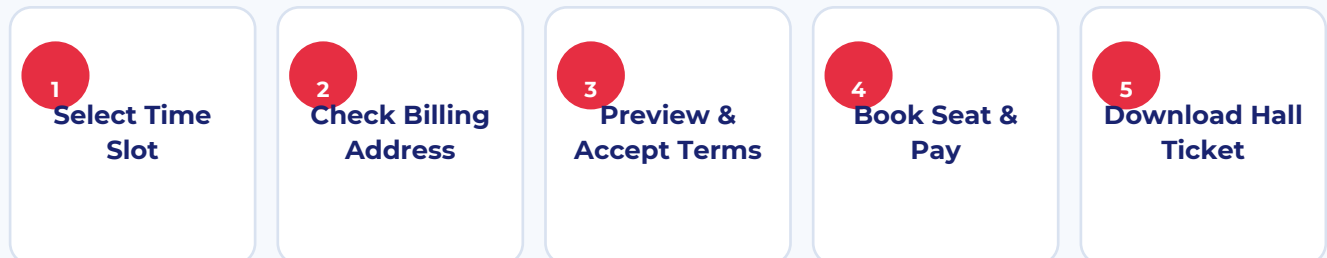
Available To * 5. DD-MM-YYYY

Previous Next

- 1. Mode of Payment: choose the available online payment option.
- 2. Examination City: select the city where you want to take the exam.
- 3. Examination Centre: choose the centre available in that city.
- 4 & 5. Available From / To: select a date range and continue to time-slot selection.

Final Booking - Time Slot, Preview, Payment and Hall Ticket

Complete the last booking steps carefully. Review every detail before payment.



Before Payment

- Check the exam name and centre.
- Check the selected date and time slot.
- Check billing details.
- Accept the required terms only after review.
- Use a stable internet connection for payment.

After Payment

- Wait for the booking confirmation.
- Open My Enrollments to confirm the booking.
- Download the hall ticket.
- Save a copy and print it if required.
- Recheck the centre address and reporting time.

Exam-Day Reminder

Carry your hall ticket and original PAN card, along with any other document specifically required by the NISM portal or examination centre. Reach the centre early.



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Preparation Plan
Start from ₹399/-

- Easy-to-understand learning
- Exam-oriented MCQ practice
- Mock tests and focused guidance
- Visit www.nismcertify.in

Start Preparation

Learn. Practice. Pass.

