



**THE INSTITUTE OF
Company Secretaries of India**
IN PURSUIT OF PROFESSIONAL EXCELLENCE
Statutory body under an Act of Parliament



!!!ATTENTION STUDENTS!!!

Steps for appearing in Online Pre-Exam Test and Process of Payment of Fee by the Executive /Professional Students who are yet to Remit fees towards Pre-Examination Test

Dear Student

This is to welcome you in the New Syllabus (2017) for Executive /Professional Programme of CS Course.

As per the notification for the new syllabus, https://www.icsi.edu/media/webmodules/SYLLABUS_2018N.pdf a mandatory Pre-Examination Test has been introduced as a pre-requisite for seeking enrolment in CS Examinations. You have to take this test before you enroll for main Examinations.

The Pre-Examination test shall be conducted by ICSI for all the students of Executive/Professional programme under New Syllabus. This Test will serve as eligibility criteria for appearing in the main Examination. In order to take this test, a fee of Rs.1000/- is to be paid, which can be paid online as per procedure mentioned at Annexure-1. Please follow the steps as indicated therein and make the payment.

Once the payment is realised, you will get an invitation (along with login ID and default password) in due course of time to join the online portal for giving the Pre Examination Test. Steps for using the platform may be seen at Annexure-2. Please read it carefully and follow the steps after receipt of the invitation.

You are free to raise your queries, if any, at <http://support.icsi.edu>

Annexure-1

PROCESS FOR REMITTING THE FEE FOR PRE-EXAMINATION TEST

1.Login Page: Student can login in to the application by entering Registration Number and DOB.

<http://www.icsi.in/PreExamFees/Login.aspx>




The screenshot shows a web browser window with the address bar displaying "Not secure | www.icsi.in/PreExamFees/Login.aspx". The page header features the ICSI logo and the text "THE INSTITUTE OF Company Secretaries of India" and "भारतीय कम्पनी सचिव संस्थान" with the tagline "IN PURSUIT OF PROFESSIONAL EXCELLENCE". The main heading is "PRE - EXAM TEST FEE PAYMENT". Below this, a prompt says "Please enter your Registration Number and DOB". There are two input fields: "Registration No:" with the value "140545237/02/2018" and "DOB:" with the value "24/11/1992". A "Submit" button is located below the input fields.

It will not allow student to enter into application if he has already made payment and his transaction is Successful or after Successful reconciliation.

Both Registration Number and DOB are mandatory.

2. Student Profile Page: This page populates student details along with **Pre-Exam Test Fee**

Not secure | www.icslin/PreExamFees/StudentProfile.aspx


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IN PURSUIT OF PROFESSIONAL EXCELLENCE
Nurturing Quality under an Act of Parliament

PRE - EXAM TEST FEE PAYMENT

Registration Number	140545237/02/2018
Student Name	ANANT ALOKE
Date of Birth	11/24/1992
Gender	Male
Mobile	918340398583
EmailID	noddyisone@gmail.com
Stage	Executive
Registration Date	10/02/2018 11:25AM
Expiry Date	31/01/2023
Address	Flat No, 102, Gururipa Apartment Shukla Colony, Hirnoo Ranchi
City	Ranchi
District	Ranchi
State	Jharkhand
PinCode	834002
Country	India
PRE - EXAM TEST FEE	1000.00

[Next](#)

3.PaymentInstruction Page: This page displays TransactionID, ReceiptID and Instructions. Student can **“Proceed to Payment”** by giving his consent on the same by checking the check box.

Not secure | www.icslin/PreExamFees/PaymentInstruction.aspx

Confirmation / Declaration

Ref No:- ICSIPMT4057016

Your Payment ID is : 4057016 and Transaction ID is : 9. Please note the same for future use.

Payment Transaction related guidelines

1. Some times the user can not get the print out of the acknowledgment / payment receipt. The reason might be the "Failed Transaction" OR "Acknowledgement generated (incomplete)" due to heavy traffic or network connectivity issues.
2. In case the receipt is not available within two working day, the stakeholder should send an email to the Institute at ehs@ics.edu with details (Registration No, details of the Transaction i.e Transaction ID, Request ID, Date and Time) with the subject line: **ONLINE PRE EXAMINATION FEE RECEIPT**
3. The institute takes approximately 48 hours to reconcile the data with the bank.

I have read the above mentioned conditions and agree on the same.




[Proceed For Payment](#)

4. Payment Gateway

← → 🔒 Secure | <https://pgi.billdesk.com/pgidsk/ProcessPayment?wpage=HQBJ5ZRMEnGT0Y1XF6Pp5kh>

- Credit Card
- Debit Card**
- Debit Card + ATM PIN
- Internet Banking
- Wallet/ Cash Cards

Pay using Debit Card

VISA   

Card Number
Enter card number


Expiration Date
Month Year **CVV/CVC**

Card Holder Name
Enter card holder name


Make Payment Cancel

Merchant Name
The Institute of Company Secretaries of India

Payment Amount: ₹ 2.00



← → 🔒 Secure | <https://acs.icicibank.com/acspage/cap?RID=94&VAA=8>

Verified by Visa 

Authenticate using OTP

We have successfully verified your details. We will now send a One Time Password (OTP) to your registered mobile number. For added security, you will be required to enter this password instead of your 3D Secure PIN.

Below is the information stored in our database :

Mobile Number: X9XXXX6XX9

Please select your preferred option to receive the OTP:

Mobile Number
 My details do not match

Submit **Cancel**

This page will automatically timeout after 180 seconds.

5. Receipt Generation

The Institute of Company Secretaries of India
ICSI HOUSE, 22, Institutional Area, Lodi Road, New Delhi - 110003
Website :- www.icsi.edu; Email:- info@icsi.edu; phone : 011-45341020

ACKNOWLEDGEMENT RECEIPT

Receipt No. : 9900000140 Date: 19/6/2018

Received with thanks from GAURAV KUMAR GUPTA, holding Registration No. as 440511428/01/2017, a sum of Rs. **2.00 (Rupees Two Only)** towards PRE -EXAM TEST FEE -

This is a computer generated receipt and requires no signature.

[Print](#)

Annexure-2

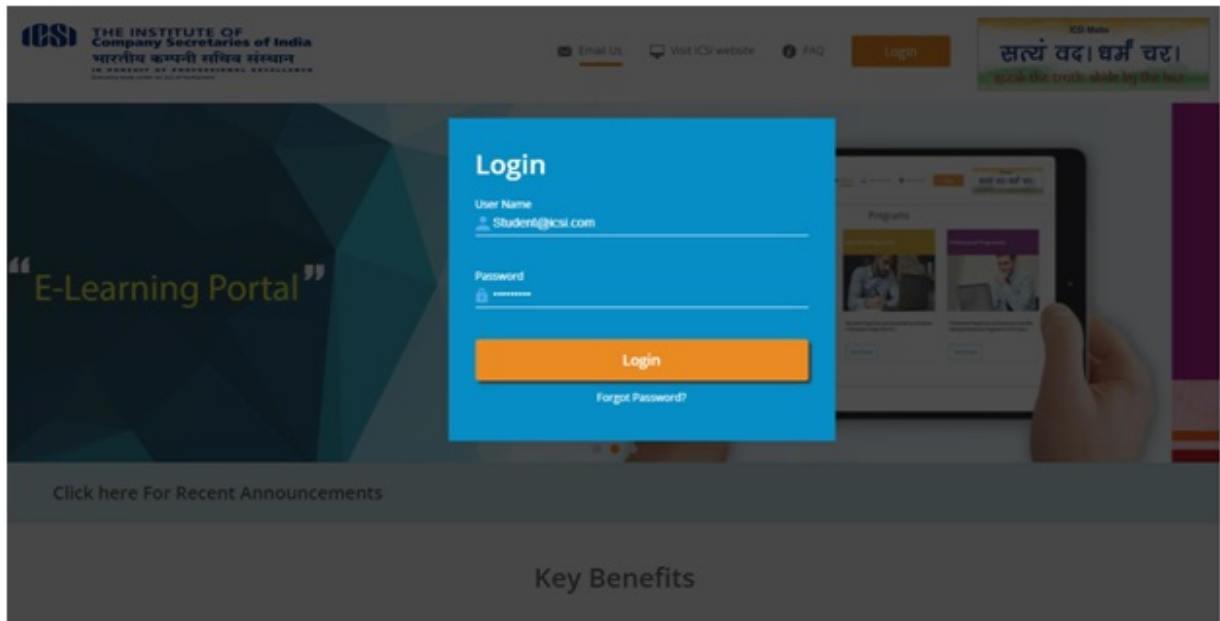
1.

Steps to attempt Online Pre-Examination Test:

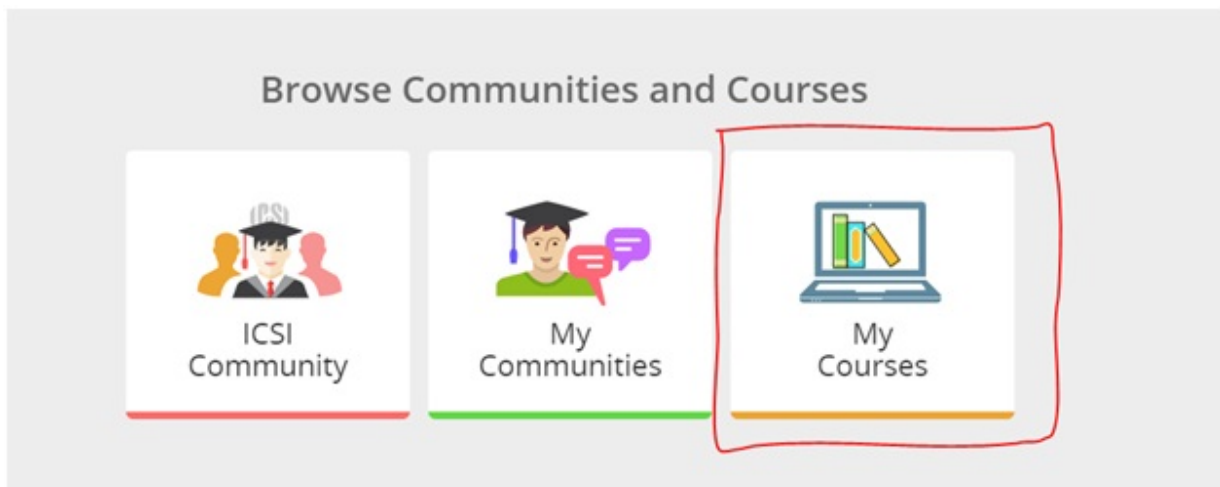
1. Login using your credentials:

Link - <https://elearning.icsi.in>

(Please note, your Login credentials (Login Id and password) would be intimated to you once you pay the requisite fee)



2. Click on My Course:



3. After Clicking on My Courses, all the courses in which you are enrolled will appear on the screen. You can select Online Pre Examination Test Module -1 from the list of courses.

Click on Online Pre Examination test Module – 1.

Click on Launch Button in Green Color.

The screenshot shows a student dashboard with a sidebar on the left and a main content area. The sidebar contains a student profile and a list of navigation options: My Courses, My Communities, My Actions, My Posts, My Activities, My Calendar, My Favourites, My History, and Manage Courses. The main content area is titled 'My Courses' and features a search bar and three tabs: 'CURRENT COURSES', 'UPCOMING COURSES', and 'COMPLETED COURSES'. Under the 'CURRENT COURSES' tab, there is a course card for 'Online Pre Examination Test' with a sub-heading 'Module - 1'. The card displays 'Start 03 May 2018 - End: 14 Aug 2021' and '3 years Left'. It also shows '1 Assessments' (0 Pending) and '0 Assignments' (0 Pending). A progress indicator shows '0.0% Completed'. A green 'Launch' button with a person icon is highlighted with a red border. The text 'Displaying 1 Course' is visible at the bottom right of the course card area.

4. Upon Launching, Pre Examination Guidelines page will open, please read guidelines carefully.

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TABLE OF CONTENTS
Online Pre Examination Test [redacted] Module - 1

Unit- Module 1: Paper 1 - Jurisprudence, Interpretation and General Laws

Guidelines for Online Pre-Examination Test:

1. Qualifying the Online Pre-examination Test will be mandatory both for examination for the Executive and Professional Programmes.
2. The test will be conducted as follows :
 - a. Online Computer Based
 - b. The student can take the test from his home, cyber café or any other location.
 - c. Multiple Choice Question (MCQ) type with negative marking of 25% of the allotted marks;
 - d. Result of the test should be available immediately on completion of the test;
 - e. Result of the test should be linked with the enrolment process for examination. The questions will be categorized as per three difficulty levels i.e. Easy, Medium and Tough and shall have a ratio of 30:40:30 in the overall marking scheme.
3. The online test shall be of 100 marks.
4. The duration of the test shall be 60 minutes.
5. Total questions in the test shall be 50.
6. The qualifying marks in each subject will be 40%.
7. A student shall have to qualify in all the subjects of the Module in which he wants to appear in an Examination Session;
8. The result of the Test of a subject, in which a student has qualified will remain valid for future Examinations.

0 Comment(s)

Recent comments

5. After reading Guidelines, Please click on Assessment Tab given just below paper name

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Online Pre Examination Test [redacted] Module - 1

Pre-Examination Test Demo

Module 1: Paper 1 - Jurisprudence, Interpretation and General Laws

Assessment - Paper 1: Jurisprudence, Interpretation and General Laws

Name of the Subject

Total Marks	Pass Marks	Attempts Available	Duration
100.0	40.0	1 of 1	60 Mins

View Assessment Analysis At the End of Assessment

Launch Assessment

6. After Clicking on Assessment, Please click on launch assessment button:



7. After clicking on launch assessment, instruction page will open. Please read these instructions carefully. After reading instruction, please tick the checkbox displaying (I have read and understood the instructions and agree to adhere to them).

Please click on “I am ready to begin button”.

Important :

The Institute might have granted paper-wise exemptions to some of the students on the basis of higher qualification / corresponding exemption(s) on the basis of switchover. Even though such students are not required to pass the Pre-Examination Test, they are required to launch the test of such papers after logging into the E-

learning Module. They must agree to the instructions by clicking on the relevant check box and then click on '**I am ready to begin**' for all such exempted subjects, as per the screenshot given above. User manual to launch exempted paper in Online Pre-exam Test is available at URL:

<https://www.icsi.edu/media/webmodules/user%20manual%20to%20launch%20exempted%20paper%20in%20online%20preexamination%20test.pdf>

Only after completing the aforesaid process, the respective papers shall be marked as passed for issue of Pre-Examination Test Completion Certificate for the respective Module.

8. Assessment will start just after you click on this button. Given below is assessment screen:

The screenshot displays the 'Pre-Examination Test Demo' interface. At the top, there are tabs for 'Question Paper' and 'Instructions'. Below this, a 'GROUP' dropdown is visible. The 'Section' is identified as 'SECTION', and the 'Time Left' is 58:29. A student profile picture and name 'Student1 st...' are shown in the top right. The main area contains 'Question No. 1' with the text: 'Which of the following articles guarantees equality before law and equal protection of law for all individuals residing within the territory of India?'. Four radio button options are listed: 17, 15, 18, and 14. On the right side, there is a legend for question status: 'Answered' (green circle), 'Not Answered' (red circle), 'Not Visited' (grey circle), and 'Marked for Review' (purple circle). Below the legend is a 'SECTION' header and a 'Choose a Question' grid with buttons numbered 1 through 24. At the bottom, there are four buttons: 'Mark for Review & Next', 'Clear Response', 'Save & Next', and 'Submit'.

Team ICSI