ANNOUNCEMENT

RE-REGISTRATION POLICY FOR THE STUDENTS WHOSE REGISTRATIONS HAVE EXPIRED AFTER PASSING INTERMEDIATE COURSE/ EXECUTIVE PROGRAMME STAGE UNDER THE VARIOUS SYLLABI OF CS COURSE

The Institute is pleased to announce a Re-Registration policy specifically for such students who are not able to seek Registration Denovo after passing theIntermediate Course/ Executive Programme Stage under the various Syllabi Introduced by the Institute and discontinued pursuing the CS Course due to various reasons.

Eligibility	Any student of CS Course who has passed the Intermediate Course/ Executive Programme under various syllabi introduced by the Institute.
FAQ	Detailed FAQ may be seen at **Annexure-A.**
Benefits	1. Students may resume the CS Course from Professional Programme Stage. **2.** Students of syllabus 2017 are eligible for corresponding paper-wise exemptions against certain papers passed by them under the Final Course/ ProfessionalProgramme under old syllabus as per **Annexure-B**
Fee	Rs.13000/- to be remitted by way of demand draft favoring "The Institute of Company Secretaries of India" payable at New Delhi / Noida <table><tr><td>Bifurcation of Re-Registration Fee</td><td>Amount</td></tr><tr><td>Education Fee</td><td>12000/-</td></tr><tr><td>Pre-examination test Fee</td><td>1000/-</td></tr></table>
Validity Period o Registration	Five Years from the date of Re-Registration.
How to apply	Students have to submit the duly filled up Registration Form along with the requisite Fee. Registration Form Given at **Annexure-C.**
Documents to be submitted along with the application	Latest passport size photographs, Demand Draft towards the fee, Copies of Mark Sheets and Pass Certificates,Date of Birth Certificate, Qualification Certificate, etc.
Where to apply	Directorate of Student Services, C-36, Sector-62, Noida – 201 309(UP)
Contact Person	Ms. Archana Sethi / Ms. Vinny Mehta (Directorate of Student Services)

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FAQ ON THE RE-REGISTRATION POLICY FOR THE STUDENTS WHOSE REGISTRATIONS HAVE EXPIRED AFTER PASSING INTERMEDIATE COURSE/ EXECUTIVE PROGRAMME STAGE UNDER THE VARIOUS SYLLABI OF CS Course

S.NO.	QUERY	REPLY
1.	Can you please explain how the Re-Registration policy works ?	The registration to the regular stage of CS Course (consisting of Executive Programme & Professional Programme stages) is valid for a period of five years. Students are eligible to seek Registration De novo in case they are not able to complete both the stages within the five year period. However, the Registration De novo has to be sought within a maximum period of five years after expiry of their registration failing which the benefits accrued under the saidregistration will get cancelled and the students will have toseek fresh Registration and have to start *ab initio*. The Re-Registration policy is specifically for such students who are not able to seek Registration De novo after passing the Intermediate Course/ Executive Programme Stage under the various Syllabi introduced by the Institute within stipulated time fixed for Registration Denovo.
2.	Is the Re-Registration policy different from Registration Denovo? If yes how it works?	Yes. Under the Re-Registration policy, total Exemption will be granted from Executive Programme Stage for those students who have passed the Intermediate Course/ Executive Programme under various syllabi introduced by the Institute from time totime. Such students will be eligible to resume the CS Course from Professional Programme Stage on seeking fresh registration. The Re- Registration policy is only applicable for students who have passed the Intermediate Course/ Executive Programme Stage in the past but are not eligible to seek Registration Denovo.
3.	I am eligible to seek Registration Denovo / Extension. Am I eligible to resume CS Course through Re-Registration policy?	No. Students eligible for seeking Registration Denovo/ Extension will notbe eligible to resume CS Course through Re-Registration policy.

S.NO.	QUERY	REPLY
4.	I have passed certain papers of Final Course/ Professional Programme Stage also. Am I eligible for corresponding paper-wise exemptions against the papers passed by them in the Final Course/ Professional Programme Stage in addition to total exemption from Executive Programme Stage under the Re-Registration policy?	Yes. Students will be eligible for Corresponding paper-wise exemptions against certain papers passed by them under 2017 syllabus of Professional Programme Stage. The details of corresponding paper-wise exemptions may be seen at **Annexure-B**.
5.	How the students will seek Re- registration?	Students will fill up the prescribed Re-registration form (**Annexure C**) and send the same to the Institute along with the requisite documents & fee at Institute's Address. Development of Online facility is also being explored which will be introduced Subsequently.
6.	Any other additional fee applicable for Students re-registered under new syllabus 2022?	Rs.13000/- to be remitted by way of demand draft favoring "The Institute of Company Secretaries of India" payable at New Delhi / Noida <table><tr><td>Bifurcation of Re-Registration Fee</td><td>Amount</td></tr><tr><td>Education fee</td><td>12000/-</td></tr><tr><td>Pre-examination test Fee</td><td>1000/-</td></tr></table> Apart from above, student needs to pay Examination fee at the time of enrolment for particular session
7.	What will be the validity period of Re-registration and what if the students are not able to complete the Professional Programme Stage within the validity period?	The registration will be valid for five years and such students will have to seek Registration De novo after the said period. cut-off dates for examinations eligibility for the students Registered in CS Course <table><tr><td>Session</td><td>to appear in All Groups</td><td>to appear in Any One Group</td></tr><tr><td>June</td><td>30th November</td><td>31st January</td></tr><tr><td>December</td><td>31st May</td><td>31st July</td></tr></table>
8.	Which are the documents to be Attached with the registration form?	Latest passport size photograph, Demand Draft, Copies of Mark Sheet(s), Pass Certificate(s) relating to their passing of CS Examinations, Date of Birth Certificate & Other Qualification Certificate
9.	Where the application is to be Forwarded?	The Institute of Company Secretaries of India Directorate of Student Services, "ICSI HOUSE" C-36, Sector-62, Noida – 201 309(UP)
10.	For any query /clarification whom to contact/Email	please submit your query at Grievance Redressal Portal of the ICSI i.e http://support.icsi.edu

Students, who have passed/exempted under 2017 Syllabus are eligible for the following corresponding paper-wise exemptions under syllabus 2022

	PROFESSIONAL PROGRAMME (2017 SYLLABUS)		PROFESSIONAL PROGRAMME (2022 SYLLABUS)
431	Governance, Risk Management, Compliances and Ethics (Module 1)	531	Environmental, Social and Governance (ESG) – Principles and Practice (Group 1)
432	Advanced Tax Laws (Module 1)		No Exemption
433	Drafting, Pleadings and Appearances (Module 1)	532	Drafting, Pleadings and Appearances (Group 1)
434	Secretarial Audit, Compliance Management and Due Diligence (Module 2)	533	Compliance Management, Audit & Due Diligence (Group 1)
435	Corporate Restructuring,Insolvency, Liquidation &Winding-up (Module 2)	536	Corporate Restructuring, Valuation and Insolvency (Group 2)
436	Resolution of Corporate Disputes,Non-Compliances & Remedies (Module 2)		No Exemption
437	Corporate Funding & Listings inStock Exchanges (Module 3)	535	Strategic Management and Corporate Finance (Group 2)
438	Multidisciplinary Case Studies (Module 3)		No Exemption
ELECTIVE PAPER			
	Existing Syllabus (2017) (Module 3)		*New Syllabus(2022)* (Group 1 & Group 2)
441	Banking – Law & Practice		No Exemption
442	Insurance– Law & Practice		No Exemption
443	Intellectual Property Rights– Lawsand Practices	543	Intellectual Property Rights – Law & Practice **(Group 1 Elective)**
444	Forensic Audit		No Exemption
445	Direct Tax Law & Practice		No Exemption
446	Labour Laws & Practice	553	Labour Laws & Practice **(Group 2 Elective)**
447	Valuations & Business Modelling		No Exemption
448	Insolvency – Law and Practice	555	Insolvency and Bankruptcy – Law & Practice **(Group 2 Elective)**

THE INSTITUTE OF Company Secretaries of India
भारतीय कम्पनी सचिव संस्थान
IN PURSUIT OF PROFESSIONAL EXCELLENCE
Statutory body under an Act of Parliament

New Registration Number _____ / /

(For Office use only)

APPLICATION FOR RE-REGISTRATION TO CS COURSE

[STUDENTS WHOSE REGISTRATION HAS BEEN EXPIRED AFTER PASSING INTERMEDIATE /EXECUTIVE STAGE]

Directorate of Student Services
The Institute of Company Secretaries of India
C-36, Sector-62, Institutional Area
Noida -201 309

One Passport size photograph to befixed here & one identical passport sizephotograph to be attached with the form

Sir,

I intend to resume myself for professional programme. The particulars are furnished below:

(i) Previous Registration No ⬚⬚⬚⬚⬚⬚⬚⬚ / ⬚⬚ / ⬚⬚⬚

(ii) Surname

First & Middle Name

Category	GEN	SC	ST	OBC	PH	OTHERS	DOB	DD	MM	YY

(iii) Address for communication

PIN:

Father Name: _____

Email–id: _____

Mobile No: _____

(iv) Passing groups of Intermediate/Executive /Final/Professional Programme examination under previous registration

Examination Intermediate/ Executive /Final/Prof.Prog	Group/Module	Session	Year	Roll No.

(v) Corresponding Paper wise Exemption secured under Previous Registration with current syllabus

Subject Code	Subject	Basis	
		Qualification	Corresponding paper passed

(vi) Educational/Professional Qualifications

Qualification	University/Board	Year	Maximum Marks	%age Marks

(vii) Payment Details

DD No./Ack. No.. [ ][ ][ ][ ][ ][ ][ ][ ][ ][ ]

Date [ ][ ][ ][ ][ ][ ][ ][ ]   Amount [**Rs.**   ]

D D   M M Y Y Y Y

Bank Name [grid]

Branch/City [grid]

(vii)   Select any one Elective/Optional Subject each from both Groups:

Elective Subjects –Group-1

Elective 4.1	CSR & Social Governance (541)	
Elective 4.2	Internal and Forensic Audit (542)	
Elective 4.3	Intellectual Property Rights– Law & Practice (543)	
Elective 4.4	Artificial Intelligence, Data Analytics and Cyber Security –Laws & Practice(544)	

Elective Subjects –Group-2

Elective 7.1	Arbitration, Mediation & Conciliation (551)	
Elective 7.2	Goods and Services Tax (GST) & Corporate Tax Planning (552)	
Elective 7.3	Labour Laws & Practice(553)	
Elective 7.4	Banking & Insurance – Laws & Practice (554)	
Elective 7.5	Insolvency and Bankruptcy – Law & Practice (555)	

2. I hereby undertake that I shall, as a registered student of the Institute, conduct myself in a manner befitting the ideals and standards of the profession of Company Secretaries generally and as specified by the Council from time to time and shall abide by such regulations, bye-laws, rules,standing orders, directions applicable to me from time to time.

Yours faithfully,

Signature

Place:
Date:

Encls: Latest passport size photograph
          Demand Draft
          Copies of Mark Sheets and Pass Certificates of CS Course
          Date of Birth Certificate
          Qualification Certificate

*Incomplete form may result in exclusion and rejection.
*Once Application Form is completed, please review and ensure all information are correct.