## SCHEDULE OF FEES

<table>
<thead>
<tr>
<th>PARTICULARS</th>
<th>FEES (Rs.)</th>
<th>REMARKS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>FOUNDATION PROGRAMME</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Admission Fee</td>
<td>1200</td>
<td>Total Fee → 3600</td>
</tr>
<tr>
<td>Postal Tuition Fee</td>
<td>2400</td>
<td></td>
</tr>
<tr>
<td><strong>EXECUTIVE PROGRAMME</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Registration Fee</td>
<td>1500</td>
<td>Total Fee → 7000</td>
</tr>
<tr>
<td>Foundation Examination Exemption Fee</td>
<td>500</td>
<td>(For commerce graduates)</td>
</tr>
<tr>
<td>Postal Tuition Fee for Executive Programme</td>
<td>5000</td>
<td></td>
</tr>
<tr>
<td>Postal Tuition Fee for Foundation Programme (payable by Non-Commerce Graduates who are seeking exemption from passing the Foundation Programme Examination under clause (iii) of Regulation 38.)</td>
<td>750</td>
<td>Total Fee → 7750 (For others)</td>
</tr>
<tr>
<td>Foundation Pass Student</td>
<td>6500</td>
<td>Total Fees → 6500</td>
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<tr>
<td><strong>PROFESSIONAL PROGRAMME</strong></td>
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<tr>
<td>Postal Tuition Fee</td>
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<tr>
<td><strong>DE-NOVO REGISTRATION</strong></td>
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<tr>
<td>Registration De-Novo Fee</td>
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<td></td>
</tr>
<tr>
<td>Exemption from Foundation Examination Fee</td>
<td>500</td>
<td></td>
</tr>
<tr>
<td>Exemption from Executive Programme Examination Fee</td>
<td>500</td>
<td></td>
</tr>
<tr>
<td><strong>EXTENSION OF REGISTRATION</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Extension of Registration Fee</td>
<td>500</td>
<td></td>
</tr>
<tr>
<td>Service Charges for Extension of Registration</td>
<td>150</td>
<td></td>
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<tr>
<td><strong>EXAMINATION FEE</strong></td>
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<tr>
<td>Foundation Programme</td>
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<td></td>
</tr>
<tr>
<td>Executive Programme</td>
<td>900 (Per Module)</td>
<td></td>
</tr>
<tr>
<td>Professional Programme</td>
<td>750 (Per Module)</td>
<td></td>
</tr>
<tr>
<td>Late Fee for receipt of Examination Application</td>
<td>100</td>
<td></td>
</tr>
<tr>
<td>Change of Examination Center/Module/Medium</td>
<td>100</td>
<td></td>
</tr>
<tr>
<td>For appearing from overseas Dubai Centre: Surcharge of US $ 100 in addition to the applicable examination fees.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>OTHER FEES</strong></td>
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<td></td>
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<tr>
<td>Paper-wise Exemption Fee</td>
<td>100</td>
<td></td>
</tr>
<tr>
<td>Issue of Duplicate Identity Card Fee</td>
<td>50</td>
<td></td>
</tr>
<tr>
<td>Issue of Duplicate Pass Certificate Fee</td>
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<td></td>
</tr>
<tr>
<td>Issue of Duplicate Mark Sheet</td>
<td>50</td>
<td></td>
</tr>
<tr>
<td>Issue of Transcript / certified copy of syllabus</td>
<td>100</td>
<td></td>
</tr>
<tr>
<td>Verification of Marks Fee</td>
<td>100 (Per Subject)</td>
<td></td>
</tr>
</tbody>
</table>

### ICSI INTRODUCES 24 X 7 STUDY THROUGH E-LEARNING

(http://elearning.icsi.edu)

In order to facilitate students with on-line education/study, the Institute has launched e-learning portal for the Company Secretaryship Foundation Programme and Executive Programme and it is being extended to Professional Programme. All students from rural, urban areas at national level and also from other countries can avail this 24x7 on-line study facility as the portal has global reach.

Under e-learning, students can have continuous access to studies and guidance of faculties on-line. The e-learning module will enable the students to have access to learning and faculty support at any time as per their convenience. Interactivity will be established by modules such as Discussion Boards and Online Chat. Through virtual classroom, students will be able to interact live with the faculty. This will take the study of CS Programme virtually into the space age.

Undergoing e-learning is in addition and not in substitution to compulsory postal tuition. E-learning is designed to provide a virtual contact between the teacher and the taught. Students intended to join e-learning are therefore, required to pay additional fees.

To access the E-learning Portal of ICSI the candidates may log on to http://elearning.icsi.edu

The following schemes are available for e-learning in Foundation Programme:
- WBT (Web Based Training): It is an innovative computer based approach to learning. The contents have been modified into well-crafted teaching systems. It has multimedia slides covering the entire study material.
- VBT (Video Based Training): It comprises of video lectures and is a replica of classroom training experience.
- LVC (Live Virtual Classroom): It provides broadcast of live lectures over the internet. In it students can directly interact with the faculty online.
- Combo Offer contains (WBT+VBT+LVC)
- Upgrade to VBT+LVC: This option is available to WBT enrolled students. Students can upgrade from WBT to VBT+LVC at an additional fee.

The candidates can use the following modes of payment:
(i) By a Credit card/Debit card or Money Order.
(ii) By way of Cheque or Demand Draft drawn in favour of “GURUKULONLINE LEARNING SOLUTIONS PVT LTD” payable at Mumbai.
(iii) By depositing the Cheque or Demand Draft directly in Axis Bank Account Number -004010202188010.
(iv) By making of direct cash payment in ICICI Bank Account Number- 021105002028.

(For more information visit the website http://elearning.icsi.edu)
FROM THE SECRETARY & CEO’S DESK

“Success is a journey, not a destination.”

Dear Students,

Success is a journey not a destination. Once you successfully achieve a particular goal, it is just a mile stone in your journey towards many more successes. But how should we move on to path of successive successes? Discover your true potential, realise it and proceed with missionary zeal.

If you read the biographies of some of the most successful people in the history of mankind, you would find one remarkable feature in all of them. The success was deeply ingrained in their attitude. The success that they achieved during their life was due to their untrrning efforts, futuristic thinking and their efforts aimed at relearning and unlearning.

H W Longfellow said, “The heights the great men reached and kept were not attained by sudden flight. But they, while their companions slept, were toiling upward in the night.” Their patience, perseverance and passion for excellence have a strong message - aptly articulated by Longfellow.

To develop a habit to succeed in what ever you do, you need “success stimulant”. Identify your potential, skills and the other capabilities you are good at. Write out your goals, list out the skills, required to attain those goals. Make an analysis of your strengths and weaknesses. Polish your strengths and make sincere attempts to overcome your weaknesses. Take the help of your peers, seniors, parents, mentors, teachers or any body you are comfortable with. Once you complete the process with reasonable ease, act independently to build upon your confidence.

The results of the CS Examinations are declared twice a year on 25 February and 25 August. I can see both happy faces as well as not so happy faces of students from my office window on these dates. These are the faces of the students who have passed the CS exams and those who could not make it. Those who failed for whatever reasons, I always advise them to make a self assessment on “What went wrong?”

Failure is just one temporary stop on your way to success. Always remember the invention of electric bulb. The inventor Edison, had failed a thousand times before successfully inventing the electric bulb - bringing the light to the world. “The difference between failure and success is doing a thing nearly right and doing a thing exactly right.”

So dear students, never give up, the success is always a step closer with each failure. I wish you all success in your endeavours.

Given below are some important information which would be useful to you as a student of the CS Foundation Course.

ONLINE SERVICES FOR STUDENTS THROUGH STUDENTS’ PORTAL WWW.ICSI.IND

Students of ICSI may avail following online services:

- Students can view the status of his/her application form already submitted for registration as student.
- Students can take printout of Admit Card (i.e. Roll No. of exam), Registration letter, De-novo letter, extension letter, etc.
- New students can submit their online registration form.
- Students can take printout of Duplicate Identity Card.
- Students can change their address, Mobile No. and e-mail ID etc. instantly.

VALIDITY OF CS FOUNDATION PROGRAM ADMISSION

The Institute has stipulated 03 years period for the validity of Foundation Programme admission. Accordingly, all those students who have registered upto Jan, 2007 may please note that their admission to the Foundation Programme stands cancelled on expiry of three years period.

And those of you, who have not so far passed the Foundation Examination and are not graduate, may seek fresh admission- if they so desire- by making an application in the prescribed Form “REG” together with the Foundation Programme admission fee of Rs. 3600/-. The prescribed form “REG” can be obtained either against cash payment of Rs. 50/- from the Institute’s Noida office and Regional Offices or by sending a crossed Demand Draft of Rs. 70/- (including postage) drawn in favour of “The Institute of Company Secretaries of India”, payable at New Delhi.

REGISTRATION FOR CS EXECUTIVE PROGRAMME

The students who have passed the Foundation examination held in December, 2010 and registered up to and including 28th February, 2011 would be eligible to appear in both modules of the Executive Programme to be held in December, 2011 and candidates who would be seeking registration on or before 31st May, 2011 are eligible to write only one module in December, 2011 examination of the Executive Programme subject to completion of postal/ oral tuition, compulsory Computer Training Programme and Student Induction Programme (SIP). The blank application Form “REG” for seeking registration for Executive Programme can be had from the Noida office of the Institute or its Regional Offices by sending crossed demand draft/postal order for Rs. 70/- (including postage). The fee for seeking registration for Executive Programme is Rs. 6500/- payable by way of crossed demand draft drawn in favour of “The Institute of Company Secretaries of India”, payable at New Delhi. Fee may be paid in cash also at the Institute’s Noida office or its Regional Offices.

All the students passing the Foundation examination are advised to have their own copy of prospectus for the regular/main Programme viz. “Career in Company Secretaryship- A Hand Book” against cash payment of Rs. 300/- or by post by sending a crossed demand draft of Rs. 350/- (including postage) drawn in favour of “The Institute of Company Secretaries of India”, payable at New Delhi. Application Form “REG” is appended therein and students need not obtain it separately.

IDENTITY CARDS

Candidates admitted to the CS Foundation Course (Programme) are advised to ensure that they hold valid Identity Card issued by the Institute. Those who have not obtained the Identity Card are advised to complete the formalities and obtain their Identity Card without any further delay. If the Identity Card already issued has been lost or mutilated, candidate should send a request for obtaining the duplicate Identity Card together with the mutilated Identity Card/Identity Card proforma duly filled in and attested and a Demand Draft or Postal Order for Rs.50/- towards duplicate Identity Card fee.

Should you require any assistance in the matter, you may approach the Institute at the earliest opportunity. While applying for duplicate Identity Card or for any other matter, the students should write their admission number and complete postal address with PIN code for prompt reply.

E-MAIL ADDRESS OF THE STUDENTS

The students who are having e-mail address may communicate the same to the Directorate of Students Services at dss@icsi.edu which will facilitate quick and economical communication from the Institute’s side. The e-mail address may be sent in the following format:-

Name : 
Admission No. : 
E-Mail id : 

C.S. FOUNDATION COURSE BULLETIN JANUARY - FEBRUARY - 2011 3
UNIFORMITY IN SIGNATURES
Candidates are advised to maintain uniformity in their signatures on all correspondence with the Institute including:
- Identity Card
- Admission/Registration Form -REG’
- Examination Form - ‘EXA’
- Attendance Sheet to be provided in the Examination Hall.

REGULARISATION OF FOUNDATION PROGRAM ADMISSION
Candidates provisionally admitted to the Foundation Programme are advised to submit the attested copies of their Senior Secondary Mark sheet/Pass Certificates for regularising their admission. The candidates who have already submitted their Senior Secondary Examination Marks sheets/Pass Certificates and have not received any confirmation with regard to their admission, must contact the Institute immediately quoting the following particulars:

Name :
Details of Fee paid :
Admission No. :
Email Address :
Complete Postal Address with Pincode :

CANCELLATION OF PROVISIONAL ADMISSION
The Provisional admission of the students who fail to submit within the specific time, the requisite proof of having passed the Senior Secondary (10+2) shall stand cancelled and no refund of Tuition Fee, Admission fee will be made and no credit for the eligibility test papers passed will be given.

STUDY MATERIAL, ADMISSION LETTER OR IDENTITY CARDS
Students admitted to the CS Foundation Programme during the month of Dec. 2010 - Jan 2011 have already been supplied the Study Material, Admission letters and Identity Cards. Those who have not received Study material, Admission letter or Identity Card are, therefore, advised to contact Mr. Sohan Lal, Director (Students Services) at the following address; “ICSI House” C-37, Sector- 62, NOIDA (U.P)- 201 309, without further delay and for all academic guidance students may write to Mr. V. P. Sharma, Director (Academics) at the Institute’s address or may send e-mail to sohan.lal@icsi.edu and vp.sharma@icsi.edu. While applying for issue of duplicate Study Material, Admission letter or Identity card or for any other matter, the students must write their admission number and complete postal address with PIN CODE for prompt reply.

FACILITY OF POSTAL / ORAL COACHING
The Institute imparts compulsory postal tuition to all the students in all the stages of Company Secretaries course. In addition, the Institute has also authorized its Regional Offices and Chapters to conduct oral coaching classes, registration for which is optional and can be undergone in addition to compulsory postal tuition being provided by the Institute. You may get in touch with Regional offices or Chapters Offices for details.

The Regional Councils / Chapters of the Institute are authorized to impart oral tuition independently or in collaboration with any other Institute in accordance with the guidelines issued by the Institute subject to availability of necessary facilities and sufficient number of students.

It may, however, be noted that Oral coaching centre would be charging oral tuition fee for the purpose. A student attending oral coaching is not required to submit the response sheets and he / she is issued with the coaching completion certificate if he/ she has attended at least 75 percent of the classes held and has passed minimum one test out of two tests conducted for each subject.

The Institute also has granted Accreditation to certain Colleges/Senior Secondary Schools and private Institutions - to impart Oral coaching Class for the students of the Institute. A list of such Accredited OT Centers and institutions empanelled under Public Private Partnership Scheme have been displayed at the website of the Institute viz. www.icsi.edu.

CHANGE OF ADDRESS
Change of address, if any, is to be intimated to the Institute by sending a separate communication in this regard. While intimating the change in their mailing address, the students are advised to invariably quote the PIN CODE number along with the student admission number, name and full postal address with city, state in capital letters.

E – LEARNING (http://elearning.icsi.edu)
In order to facilitate students, e-learning portal is available for the Company Secretary Foundation Course (Programme). Students admitted to CS Foundation Course (Programme) through out the country including rural and semi-urban areas as well as from other countries can avail this 24×7 hours on-line study facility as the portal has global reach.

To access the E-learning Portal of ICSI, the students may log on to http://elearning.icsi.edu.

24 HOURS CS HELPLINE
The Institute has launched a 24 Hours CS Helpline to inform the students about the CS Course (Programme) & Profession. The students can have pre-recorded replies on the CS Course (Programme) round the clock through the Interactive Voice Response System (IVRS) by dialing 011-41504444. For detailed information, in this regard, please log on to the website of the Institute i.e. www.icsi.edu.

PLEASE NOTE THAT PAYMENT OF FEE BY CHEQUE & MONEY ORDER IS NOT ACCEPTED BY THE INSTITUTE

IMPORTANT
For all academic guidance students may write to V. P. Sharma, Director (Academics) and for all other matters relating to C.S. Foundation Programme including admission, coaching, examination and administrative services, they may write/contact Sohan Lal, Director (Students Services), at the Institute’s address

With best wishes to entire C.S. Students Community.

Yours sincerely,

(N.K. JAIN)

Date : 21-04-2011
Place : New Delhi
HIGHLIGHTS OF ECONOMIC SURVEY 2010-11

The Economic Survey 2010-11 was presented by The Government in the Parliament on 25th February, 2011. Some of the major highlights of Economic Survey are as under:

- The global economy was estimated to have grown rapidly in 2010 by 5.0 per cent which was one of the highest rates of growth in recent years and compares favourably with the robust levels in the pre crisis period. Growth in emerging economy remain strong, while advanced countries are growing slowly and facing uncertainty with large fiscal deficit and high public debt and unemployment levels.
- Robust growth and steady fiscal consolidation have been the hallmark of Indian economy in the year 2010-11 so far.
- The growth rate has been estimated at 8.6 per cent in 2010-11 and is expected to be around 9 per cent in the next fiscal year 2011-12.
- The growth has been broadbased with a rebound in the agriculture sector which is expected to grow around 5.4 per cent.
- Manufacturing and services sectors have registered impressive gains.
- Savings and investments are looking up while exports are rising.
- Food inflation, higher commodities prices and volatility in global commodity market have been a cause of concern under scoring the need of fiscal consolidation and strong reserves.
- Food grain production went up to 232.1 million tones from 218.1 million tones in 2009-10.
- During April-November, 2010, telecom, crude oil production, civil aviation sector performed well while the power generation, cement and fertilizer production, railway freight traffic and cargo handling at major ports have grown at comparatively lower rates.
- Six core industries registered a growth of 5.3 per cent (provisional) in April-December 2010 as against 4.7 per cent during the same period in 2009-2010.
- The role of services sector as the potential growth engine has called for the policy to promote further opportunities in new areas in global demand such as accounting, legal, tourism, education, financial and other services beyond the IT and business process sectors.
- Exports in April-December 2010 went up by 29.5 per cent while import during the same period registered a growth rate of 19 per cent.
- Balance of payments situation has improved due to surge in capital flows and rise in foreign exchange reserves which have been accompanied by rupee appreciation.
- Foreign exchange reserves increased by US dollar 18.2 billion from US dollar 279.4 billion in the end of April, 2010 to US dollar 297.3 billion in the end December 2010.
- Gross fiscal deficit is 4.8 per cent of GDP in 2010-11 as against 6.3 per cent of GDP in the previous year.
- There is call for reforms in university and higher education and correcting the demand supply mis-match in the job market.
- There is need for government’s active engagement on issues related to climate change with expanded financing of programme and better policies.
- Economic Survey has suggested that in the long run the potential engine of growth for the country could be from skill development innovative activity and therefore efforts should be made to promote them.
- Regarding the outlook of Indian Economy, the survey states that despite the risk of global events such as volatility in commodity prices like crude oil exacerbated by political turmoil in the Middle - East, the Indian economy seems poised to scale greater heights in terms of macro economic indicators. It sums up stating that real GDP growth is expected to reach the 9 per cent mark in 2011-12 and the next two decades may well see the economy growing faster than it has done any time in the past.

WHAT ARE TENSES?

Let’s take up an interesting topic of grammar which is Tenses. Usually most of the students don’t completely understand tenses and their usage. The base of tenses’ start during school days and if your base was not strong that time; then you can still learn them here in this write up.

In simple terms and as given in the study material, tenses are a set of forms taken by a verb to indicate the time of the actions in relation to the time of the utterance. The word “tense” comes from the Latin word “tempus”, which means “time”.

One of the simplest meanings of tenses that anyone can give is that tenses have to do with something of the time of the sentence and that there are three tenses i.e. present, past and future.

Tenses refers to a grammatical form, or system of forms, whose primary function is to refer to a point in time. However, it may be noted that while pointing to a time is the primary function of tense, it is not the only function. Further, this function doesn’t involve every possible aspect of time, only reference to basic points in time.

Tenses can be divided into 12 types:

1. Present
2. Past
3. Future
4. Present Progressive
5. Past Progressive
6. Future Progressive
7. Present Perfect
8. Past Perfect
9. Future Perfect
10. Present Perfect Progressive
11. Past Perfect Progressive
12. Future Perfect Progressive

They are explained below with examples:

1. **Present:** It is a form of the verb which shows that the action takes place in the present.
   
   For Example: Radha dances everyday

2. **Past:** It is a form of the verb which shows that action took place in the past.
   
   For Example: Radha danced yesterday

3. **Future:** It is a form of the verb which shows that the action will take place in the future.
   
   For Example: Radha will dance tomorrow

4. **Present Progressive:** It is a form of the verb which shows that action is in progress in the present.
   
   For Example: Radha is dancing right now

5. **Past Progressive:** It is a form of the verb which shows that action was in progress at some time in the past.
   
   For Example: Radha was dancing yesterday at 8 o’clock

6. **Future Progressive:** It is a form of the verb which shows that action will be in progress at some time in future.
   
   For Example: Radha will be dancing tomorrow at 8 o’clock

7. **Present Perfect:** It is a form of the verb which shows that the action was complete before the present.
   
   For Example: Radha has already danced

8. **Past Perfect:** It is a form of the verb which shows that action was complete before some time in the past
   
   For Example: Radha had danced before she came.

9. **Future Perfect:** It is a form of the verb which shows that action will be complete before some time in future.
   
   For Example: Radha will have danced tomorrow by 9 o’clock

10. **Present Perfect Progressive:** It is a form of the verb which shows that the action started in the past and continued until the present.
    
    For Example: Radha has been dancing for 3 hours without stopping!
11. **Past Perfect Progressive**: It is a form of the verb which shows that the action started in the past and continued until some point in the past.  
**For Example**: Radha had been dancing for 2 hours before she was tired.

12. **Future Perfect Progressive**: It is a form of the verb that shows the action will continue until some point in the future.  
**For Example**: By tomorrow morning, Radha will have been dancing for 12 hours.

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### EXAMINATION

#### 1. DECLARATION OF DECEMBER, 2010 EXAMINATION RESULTS

The result of the Company Secretaries’ Foundation Programme examination held from 26th December, 2010 to 29th December, 2010 was declared at 12.00 Noon on Friday, the 25th February, 2011, as scheduled. The result along with the break-up of subjectwise marks was made available on Institute’s Website: www.icsi.edu on 25th February, 2011 from 12.00 Noon onwards. The Roll Numbers of successful candidates in the Foundation Programme examination are published elsewhere in this issue.

The result-cum-marks statements were despatched to all candidates by 10th March, 2011. Any candidate not receiving his/her result-cum-marks statement by 10th March, 2011 should immediately write to the Principal Director (Exams.) for issuing duplicate result-cum-marks statement giving relevant particulars, i.e., his/her name, student registration number, stage of examination, roll number, examination centre, along with a self-addressed stamped envelope worth Rs.5/-.

#### 2. VERIFICATION OF MARKS

In terms of regulation 46 (2) of The Company Secretaries Regulations, 1982, as in force, a candidate can seek ‘Verification of Marks’ in any subject(s) of December, 2010 examination within one month from the date of declaration of results. The application for verification of marks should be made by interested candidates on a plain paper, in candidate’s own handwriting together with requisite fee (Rs.100/- per subject within one month from the date of declaration of results, i.e., upto and including 25th March, 2011. The application for seeking verification of marks should invariably include - (i) Name; (ii) Roll Number; (iii) Registration Number; (iv) Stage of examination; (v) Subject(s) in which verification of marks sought; (vi) Amount of fee paid @ Rs.100/- per subject by way of demand draft favouring ‘The Institute of Company Secretaries of India’, payable at New Delhi; (vii) Demand Draft Number, Date, Amount and Drawer’s Bank, and (viii) complete postal address of candidates with Phone/Mobile Number(s) and e-mail id(s).

The application for verification of marks duly completed in all respects should reach on or before the last date, i.e., 25th March, 2011 addressed to The Principal Director (Exams.), The Institute of Company Secretaries of India, C-37, Institutional Area, Sector 62, NOIDA - 201309 (U.P.).

Candidates are advised not to club any other query/matter or remittance of fees along with his/her request for Verification of Marks to facilitate an early reply.

The response time to candidates’ requests for verification of marks is normally 3-4 weeks from the date of receipt of their applications in the Examination Deptt. of the Institute. After completion of verification process, outcome of the verification of marks is hosted on the Institute’s website: www.icsi.edu and the candidate concerned by entering his/her Roll No. or Student Registration Number can enquire about the status/outcome of his/her application. The candidates concerned are also individually informed about the outcome of their requests by post. However, if a candidate does not receive any communication by 10th May, 2011, he/she should write to the Principal Director (Exams.) giving relevant details - (i) his/her name; (ii) student registration number and Roll Number; (iii) stage of examination; (iv) name of the subject(s) in which verification of marks was sought; (v) date of application and mode of its dispatch; (vi) amount of verification fee and mode of its remittance, viz., Bank Draft No., date of issue of Bank Draft, Name of drawer bank; (vii) complete postal address along with PIN Code; (viii) e-mail id; and (ix) Mobile/ Telephone Number.

#### 3. NEXT FOUNDATION EXAMINATION IN JUNE 2011

Next Foundation Programme Examination will be held from Thursday, the 2nd June 2011 to Sunday, the 5th June 2011 at 73 examination centres, viz.,


### TIME TABLE & PROGRAMME

<table>
<thead>
<tr>
<th>Date &amp; Day</th>
<th>Morning Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>02.06.2011 Thursday</td>
<td>English &amp; Business Communication</td>
</tr>
<tr>
<td>03.06.2011 Friday</td>
<td>Economics &amp; Statistics</td>
</tr>
<tr>
<td>04.06.2011 Saturday</td>
<td>Financial Accounting</td>
</tr>
<tr>
<td>05.06.2011 Sunday</td>
<td>Elements of Business Laws and Management</td>
</tr>
</tbody>
</table>

**NOTE:**

1. *Jabalpur, Salem and Sonepat Examination Centres are on experimental basis.
2. The Institute reserves the right to change allocation of any Centre on any occasion.
3. Candidates should note that non-receipt/delayed receipt of result-cum-marks statement, response to result queries, requests for verification of marks, etc., will not be accepted as valid and sufficient reason for seeking any relaxation or not complying with the requirements of regulations and/or last dates for submission of enrolment applications.
4. Candidates who do not receive any communication by 10th May, 2011, are advised to submit a fresh request.

### 4. USE OF CALCULATOR IN EXAMINATION

Candidates are allowed to bring and use their battery operated, noiseless and cordless pocket calculators with not more than 6 functions, 12 digits and 2 memories. Exchange or lending/borrowing of calculators among students is forbidden in the examination hall.

### 5. BAN ON USE OF MOBILE PHONE IN AND AROUND EXAMINATION CENTRE PREMISES

Candidates are banned from carrying with them mobile phones, pagers, digital diary, any other communication device(s), books, printed or handwritten materials, costly items, etc., inside the Examination Centre premises.

Candidates are, therefore, warned and advised, in their own interest, not to carry any such banned item(s) to the Examination Centre premises.

Candidates carrying with them banned item may not be allowed to enter in the examination premises.

However, the Institute or Examination Centre authorities shall not in any way be responsible for arranging safe keeping and/or loss/damage of such items nor entertain any correspondence in this regard.

### 6. HINDI AS AN OPTIONAL MEDIUM FOR WRITING THE FOUNDATION EXAMINATION

Candidates are allowed to use Hindi as an optional medium for writing all papers of the Foundation Programme examination (except ‘English & Business Communication’ paper) on the following conditions:

(i) except for ‘English and Business Communication’ paper which is required to be answered compulsorily in English only, the option of Hindi Medium for writing the examination must be exercised for all remaining papers of Foundation Programme and not for any individual paper(s) in the examination enrolment application/form each time for appearing in the examination.

(ii) Option of Hindi Medium for writing the examination once exercised is irrevocable for that particular session of examination.

(iii) answer books of candidates who write part of papers/answers in one medium and the remaining part in other medium are liable to be irrevocably for that particular session of examination;
STUDENT SERVICES

(iv) candidates who have exercised option of Hindi Medium in their examination enrolment application/form for writing Foundation Programme Examination will be provided Question Papers printed both in English and Hindi version (except for 'English and Business Communication' paper which will be printed/required to be answered in English only);
(v) if a candidate writes his/her answers in Hindi medium without exercising such an option in the examination enrolment application/form, he/she may not be given credit for his/her answers;
(vi) candidates opting Hindi medium for writing examination must write HINDI MEDIUM in bold letters on the top of the cover page of Answer Book No(s). 1 and 1B, as the case may be; and
(vii) candidates opting Hindi medium for writing examination may, if they so desire, write answers to practical questions, headings, quotations, technical or legal terms, sections, rules, etc., in English also.

7. AVAILING OF CONCESSION/ASSISTANCE BY PHYSICALLY DISABLED CANDIDATES FOR WRITING EXAMINATIONS

Any physically disabled student who wishes to seek some kind of concession/assistance for the purpose of appearing or writing the examination may make a separate written request therefor to the Principal Director (Exams.) each time while submitting his/her application for enrolment to the examination together with supporting documents.

(i) Disability Certificate issued by the Medical Board/Head of Deptt. or Sr. Medical Officer (Specialists) of a Central or State Govt. Hospital certifying the nature (permanent or temporary) and percentage of disability, and its duration affecting writing ability and/or the normal physical functions; and
(ii) Letter of Permission issued to him/her by Sr. Secondary Board/University and/or any other professional/educational examining body, such as - University, UPSC, SSC, State Public Service Commission, ICAI, ICWAI, etc., granting him/her such assistance for appearing or writing the examinations.

NOTIFICATION
ICS/CS/02/2011
MERIT-CUM-MEANS ASSISTANCE SCHEME, 1983

In pursuance of para 13 of the "Merit-cum-Means Assistance (Company Secretaryship Course) Scheme, 1983", as amended upto 18th August, 2009, applications are invited to reach the Institute in the prescribed form on or before 25th May, 2011 for award of 25 numbers of financial assistance each for pursuing Executive Programme and Professional Programme of the "company secretaryship" from students who fulfil the eligibility criteria laid down under the said scheme.

According to the scheme, a candidate applying for assistance should have passed Foundation Programme or Both Modules of the Executive Programme examination without exemption in any paper, at one sitting, in the first attempt in December, 2010 examination. The income of such an applicant, if employed or is having an independent source of income, should not be more than Rs.2,50,000/- per annum.

Prescribed application form together with a copy of the Merit-cum-Means Assistance (Company Secretaryship Course) Scheme, 1983 can be downloaded from the Institute's Website link: http://www.icsi.edu/Student/MeritScholarship/tabid/1768/Default.aspx or obtained by post from the Institute free of cost by sending a self-addressed envelope of 23 cms. x 11 cms. size duly affixed with postage stamp worth Rs.10/-.

Applicants not made on the prescribed forms and/or without supporting documents, incomplete applications, applications not fulfilling the eligibility criteria laid down under the scheme or applications not reaching the Institute on or before 25th May, 2011 are liable to be rejected.

BY ORDER OF THE COUNCIL

File No. 207:Exams:2011
New Delhi - 110 003
Dated, the 8th March, 2011
(SECRETARY & CEO)

C.S. FOUNDATION COURSE BULLETIN

NOTIFICATION
ICS/CS/01/2011

In pursuance of para 11 of the "Merit Scholarship (Company Secretaryship Course) Scheme 1983", the following students have been awarded 'Merit Scholarships' for the Executive Programme and Professional Programme examinations on the basis of their meritorious performance in the Foundation Programme and Executive Programme Examinations of 'company secretaryship' held in June, 2010:

FOR EXECUTIVE PROGRAMME

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name of the student</th>
<th>Registration No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>PRATEEK JAIN</td>
<td>420837961/08/2010</td>
</tr>
<tr>
<td>2</td>
<td>DIVYESH VIJAY</td>
<td>220981478/08/2010</td>
</tr>
<tr>
<td>3</td>
<td>GARVITA BHARDA</td>
<td>220973477/08/2010</td>
</tr>
<tr>
<td>4</td>
<td>KANIKA HANDA</td>
<td>220957811/08/2010</td>
</tr>
<tr>
<td>5</td>
<td>AKANSHA JAIN</td>
<td>220932950/08/2010</td>
</tr>
<tr>
<td>6</td>
<td>MASDOM MANUPRIA</td>
<td>120444268/08/2010</td>
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<td>7</td>
<td>ANJUJA BANJAL</td>
<td>220940916/08/2010</td>
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<td>8</td>
<td>SAKET HAWELIA</td>
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<td>9</td>
<td>HIMANI BAWA</td>
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<td>10</td>
<td>MONIKA NARESHKUMAR ATHWANI</td>
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<td>SUDIP KUMAR BANERJEE</td>
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<td>13</td>
<td>KRITI BUCHASIA</td>
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<td>MANSI SRIVASTAVA</td>
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<td>15</td>
<td>SAKSHI VIJAY</td>
<td>220830215/08/2010</td>
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<tr>
<td>16</td>
<td>CHAITALI SHRIHOSH JOSHI</td>
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<td>17</td>
<td>CHAYAN VIJAY</td>
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<td>18</td>
<td>AKSHITA KOTHARI</td>
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<td>19</td>
<td>SOUMYA MALANI</td>
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<td>ROHIT BAJAJ</td>
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<td>21</td>
<td>PALLAVI</td>
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<td>22</td>
<td>ROHAN NAVIN DEDHIA</td>
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<td>23</td>
<td>SONALI JAIN</td>
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<td>24</td>
<td>SURABHI AGRAWAL</td>
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<td>25</td>
<td>AMAN JASWAL</td>
<td>420865865/08/2010</td>
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<td>26</td>
<td>TEJASHREE ABHAY TADWALKAR</td>
<td>420832581/08/2010</td>
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FOR PROFESSIONAL PROGRAMME

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<tr>
<th>Sl. No.</th>
<th>Name of the student</th>
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<tr>
<td>1</td>
<td>NEHA BAID</td>
<td>220736031/08/2009</td>
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<td>2</td>
<td>NEELAM DUGAR</td>
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<td>3</td>
<td>BHAVANA MURARILAL GUPTA</td>
<td>420649795/08/2009</td>
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<tr>
<td>4</td>
<td>KOMAL GUPTA</td>
<td>220718045/07/2009</td>
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<tr>
<td>5</td>
<td>ANIL KABRA</td>
<td>220720383/08/2009</td>
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<td>6</td>
<td>GEETIKA BHATIA</td>
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<td>7</td>
<td>DARSHAN MAHAVEER BALAI</td>
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<td>SAURABHI MAHESHWARI</td>
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<td>11</td>
<td>SRIDEVI DASARI</td>
<td>320432898/05/2008</td>
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<td>12</td>
<td>CHANDNI DUGGAL</td>
<td>220761558/08/2009</td>
</tr>
<tr>
<td>13</td>
<td>AMRUTH LAL R PATEL</td>
<td>320508407/08/2009</td>
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<tr>
<td>14</td>
<td>P ARCHANA SARATHY</td>
<td>220745723/08/2009</td>
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<td>15</td>
<td>SOURABHI JAGIDISH TAPARIA</td>
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<td>16</td>
<td>ROHIT GUPTA</td>
<td>220987323/03/2009</td>
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<td>18</td>
<td>MAHIMA KAPOOR</td>
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<td>19</td>
<td>PRATIK PANKAJ SHAH</td>
<td>420642522/07/2009</td>
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<td>20</td>
<td>RUPESH RAJESHKUMAR KHAJANCHI</td>
<td>420648377/08/2009</td>
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<tr>
<td>21</td>
<td>JYOTI MOHATA</td>
<td>120315050/02/2009</td>
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<td>22</td>
<td>ANKIT BAHETY</td>
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<tr>
<td>23</td>
<td>RAHUL KUMAR AGARWALLA</td>
<td>320521255/08/2009</td>
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<td>24</td>
<td>JIGAR RAJENDRABHAI SANGHAVI</td>
<td>420675737/08/2009</td>
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<tr>
<td>25</td>
<td>HARDIK VIJAYKUMAR CHORDIYA</td>
<td>420672767/08/2009</td>
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</tbody>
</table>

BY ORDER OF THE COUNCIL

File No.205:Exams:J/2010
Dated the 28 February, 2011
NEW DELHI - 110 003
(SECRETARY & CEO)
C.S. EXAMINATION – 2nd to 9th JUNE, 2011
CHANGE IN MORNING SESSION EXAM. TIMINGS
Candidates appearing in CS Examinations scheduled from 2nd to 9th June, 2011 may note the change in Timings for Morning Session of Examinations, which will be held from 9.00 a.m. to 12.00 noon (instead of 9.30 a.m. to 12.30 p.m.) and afternoon Session of Examinations, as before, will be held from 1.30 p.m. to 4.30 p.m., as per examination time-table & programme hosted on institute’s website: www.icsi.edu and published in students’ bulletins.

STUDENT SERVICES

Online Services for Students through students’ portal www.icsi.in

Students of ICSI may avail following online services:

i) Students can view the status of his/her application form already submitted for registration as student

ii) Students can take printout of Admit Card (i.e. Roll No. of exam). Registration letter, Deno-vo letter, extension letter etc.

iii) New students can submit their online registration form

iv) Students can take printout of Duplicate Identity Card

v) Students can change their address, Mobile no. and e-mail ID etc. instantly.

HELP DESK OF THE ICSI

To facilitate the smooth communication of students with institute, contact details of various sections of Directorate of Student Services are given below:

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Nature of Query</th>
<th>Telephone Numbers</th>
<th>E-Mail ids</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Issue of study materials</td>
<td>(0120) 4522061</td>
<td><a href="mailto:rajni.sharma@icsi.edu">rajni.sharma@icsi.edu</a></td>
</tr>
<tr>
<td>2.</td>
<td>Registration Status of Foundation Program</td>
<td>(0120) 4522061</td>
<td><a href="mailto:ms.bhagawan@icsi.edu">ms.bhagawan@icsi.edu</a></td>
</tr>
<tr>
<td>3.</td>
<td>De-novo / Extension / Final Enrolment</td>
<td>(0120) 4522072</td>
<td><a href="mailto:archana.goel@icsi.edu">archana.goel@icsi.edu</a></td>
</tr>
<tr>
<td>4.</td>
<td>Paperwise Exemption / Switchover to New Syllabus</td>
<td>(0120) 4522074</td>
<td><a href="mailto:s.hemamalini@icsi.edu">s.hemamalini@icsi.edu</a></td>
</tr>
<tr>
<td>5.</td>
<td>Non-receipt of Registration Letter / Identity Cards / CS Foundation Course Bulletin / E-Mail Id Registration</td>
<td>(0120) 4522071</td>
<td><a href="mailto:vk.ratra@icsi.edu">vk.ratra@icsi.edu</a></td>
</tr>
<tr>
<td>6.</td>
<td>Coaching Completion Certificates / Suggested Answers and Response Sheet Status</td>
<td>(0120) 4522074</td>
<td><a href="mailto:s.hemamalini@icsi.edu">s.hemamalini@icsi.edu</a></td>
</tr>
<tr>
<td>7.</td>
<td>Compulsory Computer Training</td>
<td>(0120) 4522075</td>
<td><a href="mailto:premiata@icsi.edu">premiata@icsi.edu</a></td>
</tr>
<tr>
<td>8.</td>
<td>Public Private Partnership Scheme</td>
<td>(0120) 4522083</td>
<td><a href="mailto:ashvini.srivastava@icsi.edu">ashvini.srivastava@icsi.edu</a></td>
</tr>
<tr>
<td>9.</td>
<td>Coaching / suggested answers / oral tuition / examiners (DPTS)</td>
<td>(0120) 4522074</td>
<td><a href="mailto:sp.singh@icsi.edu">sp.singh@icsi.edu</a></td>
</tr>
<tr>
<td>10.</td>
<td>Issue of Admission Certificates for Examinations</td>
<td>(0120) 4522085</td>
<td><a href="mailto:rahul.adhikari@icsi.edu">rahul.adhikari@icsi.edu</a></td>
</tr>
<tr>
<td></td>
<td>(0120) 4522087</td>
<td></td>
<td></td>
</tr>
<tr>
<td>11.</td>
<td>Duplicate pass certificate of Foundation</td>
<td>(0120) 4522084</td>
<td><a href="mailto:neelam.wadhawa@icsi.edu">neelam.wadhawa@icsi.edu</a></td>
</tr>
<tr>
<td>12.</td>
<td>Transcript / Verification of Qualifications</td>
<td>(0120) 4522081</td>
<td><a href="mailto:sivaram@icsi.edu">sivaram@icsi.edu</a></td>
</tr>
<tr>
<td></td>
<td>(0120) 4522082</td>
<td><a href="mailto:rajesh.sharma@icsi.edu">rajesh.sharma@icsi.edu</a></td>
<td></td>
</tr>
</tbody>
</table>

In case of any difficulty, students may contact Shri Sohan Lal, Director (Student Services) at 0120-4522014
or write to
Director (Student Services)
The Institute of Company Secretaries of India
C-37, Sector-62, NOIDA – 201 309

ERRATA

In November - December, 2010 issue of ‘CS FOUNDATION COURSE’ bulletin (Page No. 7), the examination timings of Foundation Programme Examinations inadvertently published as ‘After-Noon Session (1.30 P.M. to 4.30 P.M.)’ should be read as “Morning Session (9.00 A.M. to 12.00 Noon)”. The error is regretted.

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ICSI-MOTHER TERESA INSTITUTE OF MANAGEMENT AND VOCATIONAL STUDIES ORAL TUITION CENTRE

Oral Coaching Classes for Foundation Programme December 2011 Session
Oral Coaching Classes for Foundation Programme are likely to commence from 28.5.2011 for December 2011 session of Examinations. Course Fee: Foundation - Rs. 4,000/-
Timings: 4:00 to 5:30 P.M. (Monday to Saturday)
Registration open on all working days between 9.00 A.M. and 5:00 P.M.
Admission on First-Come-First-Served basis.
For further details, contact:
Shri J. K. Chawla
Mother Teresa Institute of Management & Vocational Studies
C-Block, Preet Vihar, Delhi - 110092
Phones: 22057200, 42420552, 42420553
Fax: 22509200, E-mail: mtim@vsnl.net
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FOR PROMPT REPLY
Students are requested to quote their Registration Number in all correspondence for prompt reply.

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CS FOUNDATION COURSE

BULLETIN

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Fax: 91-11-24620737
E-mail: info@icsi.edu
Website: http://www.icsi.edu
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Fax: 91-11-41702712

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IN PURSUIT OF PROFESSIONAL EXCELLENCE
Statutory body under an Act of Parliament
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