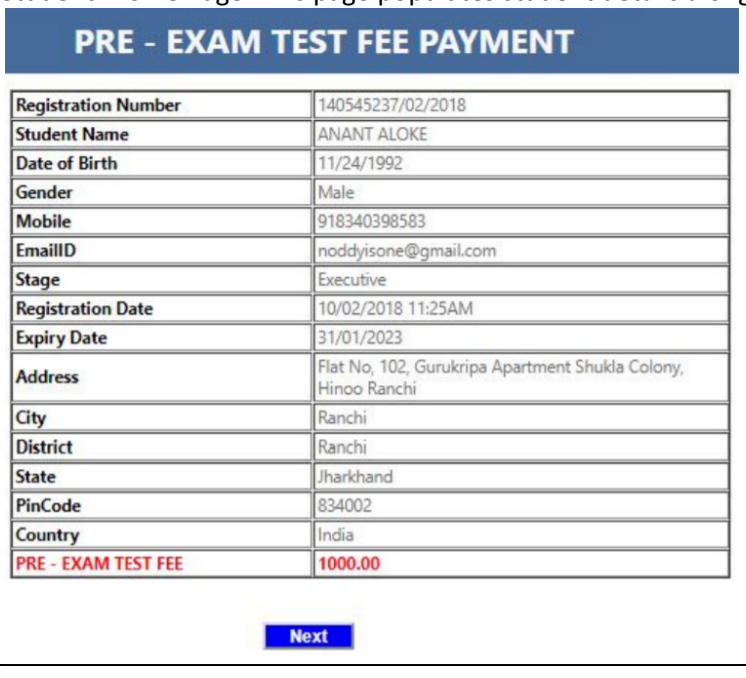
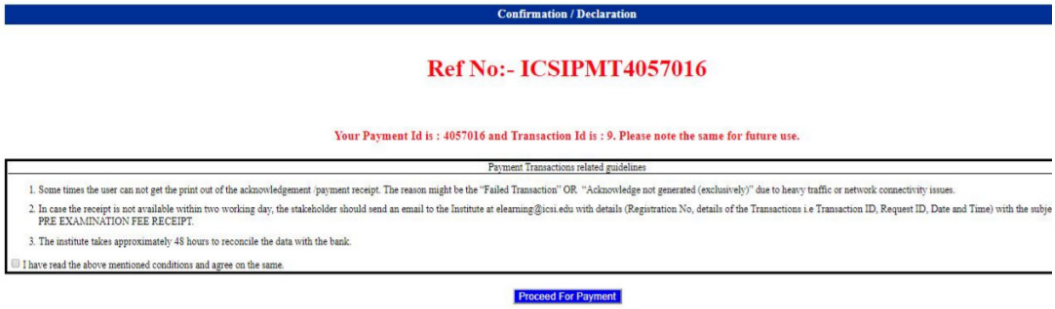
Information for Pre-Examination Test, E-Learning & Frequently Asked Questions (FAQs)

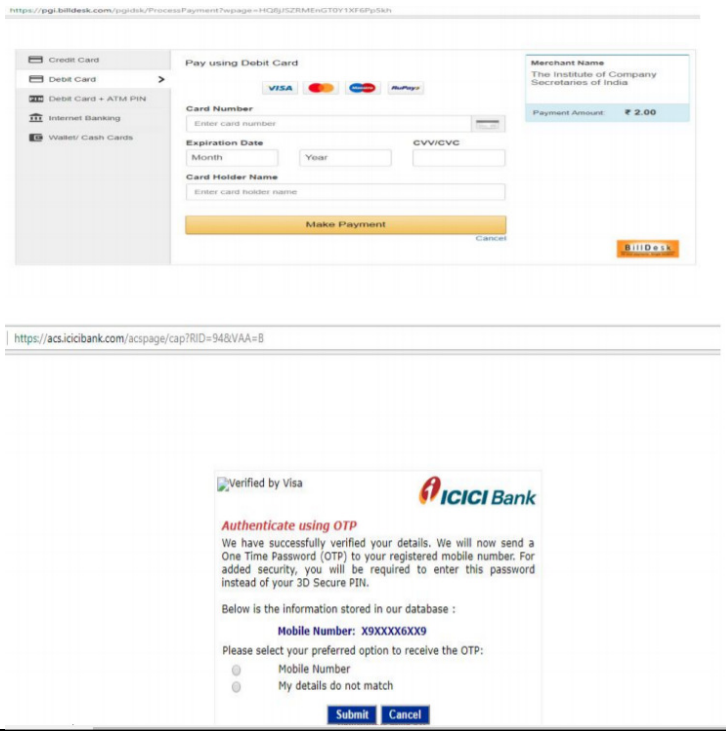
Key Information	
	<u>Steps for PRE-EXAMINATION TEST & Claiming Exemptions</u> # **Step 1: Fee payment** **Case 1**: Using SMASH credentials →Login Page → Student Profile Page → Payment Instruction Page → Payment Gateway → Receipt Generation **Case 2**: New Syllabus students with registration in March and April 2018 and having received a link for payment & Students who have switched from old syllabus to new syllabus may pay fee using the following: http://www.icsi.in/PreExamFees/Login.aspx # **Step2: Taking the Pre-Examination Test** **Case 1: Pre-Test** →Login E-learning Portal (https://elearning.icsi.in) using your credentials →Click on My Course → Pre Examination Guidelines page will open → Click on Assessment Tab given just below paper name → Tick the checkbox displaying (I have read and understood the instructions and agree to adhere to them) → Click on "I am ready to begin" to go to assessment screen **Case 2:** Pre-Test **exemption** in certain papers Use the following steps for claiming exemption from Pre-Exam Test: → Logging into the E-learning Module → Launch the test of such papers after. → Click on ' I have read and understood the instructions and agree to adhere to them' → Click on 'I am ready to begin' Use the mentioned steps for all such exempted subjects Note: Detailed guidance is at Q3,Q4 and Q5.
	Frequently Asked Questions (FAQs)
Q1.	Students of which stage of CS Course are required to complete the Pre-Examination Test?
	The Pre-Examination Test is applicable for students of New Syllabus (2017) of Executive Programme and Professional Programme Stage. Initially, the Pre-Exam Test will be introduced for Executive Programme (2017) New Syllabus Students which will be a pre-requisite for students seeking enrolment to December, 2018 Session of Examinations.
Q2.	Please let me know the pattern and other related details of Pre-Examination Test?
	The pattern of Pre-Examination Test will be 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 would be available immediately on completion of the test; e) Result of the test would be linked with the enrolment process for examination; f) 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.
Q3.	What will be the process of making payment of fee for Pre-Examination Test?
	PROCESS FOR REMITTING THE FEE FOR PRE-EXAMINATION TEST is explained with help of following stages. (Only for students who have not paid the same at the time of Registration) A. Login Page: Student can login in to the application by entering Registration Number and DOB. Both Registration Number and DOB are mandatory. It will not allow student to enter into application if he has already made payment and his transaction is Successful or after Successful reconciliation. http://www.icsi.in/PreExamFees/Login.aspx
	B. Student Profile Page: This page populates student details along with Pre- Exam Test Fee. 

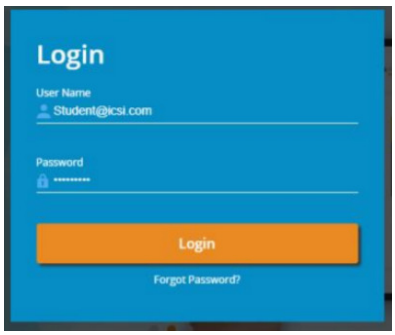
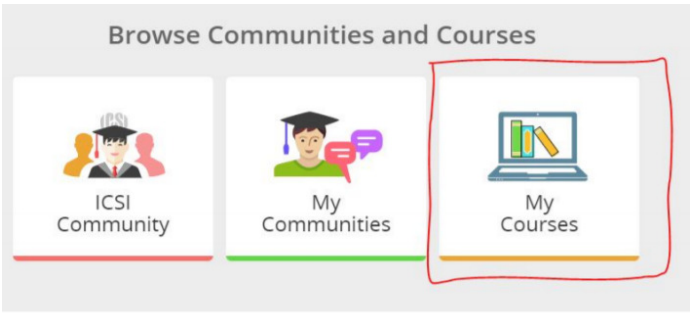
C. Payment Instruction Page: This page displays Transaction ID, Receipt ID and Instructions. Student can “Proceed to Payment” by giving his consent on the same by checking the check box.

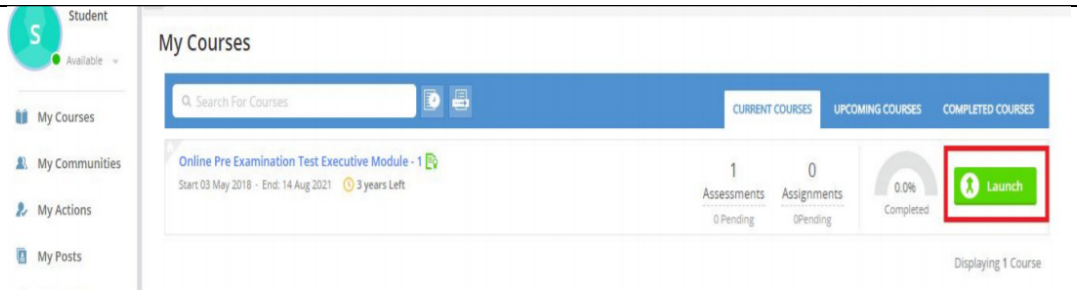


D. Payment Gateway



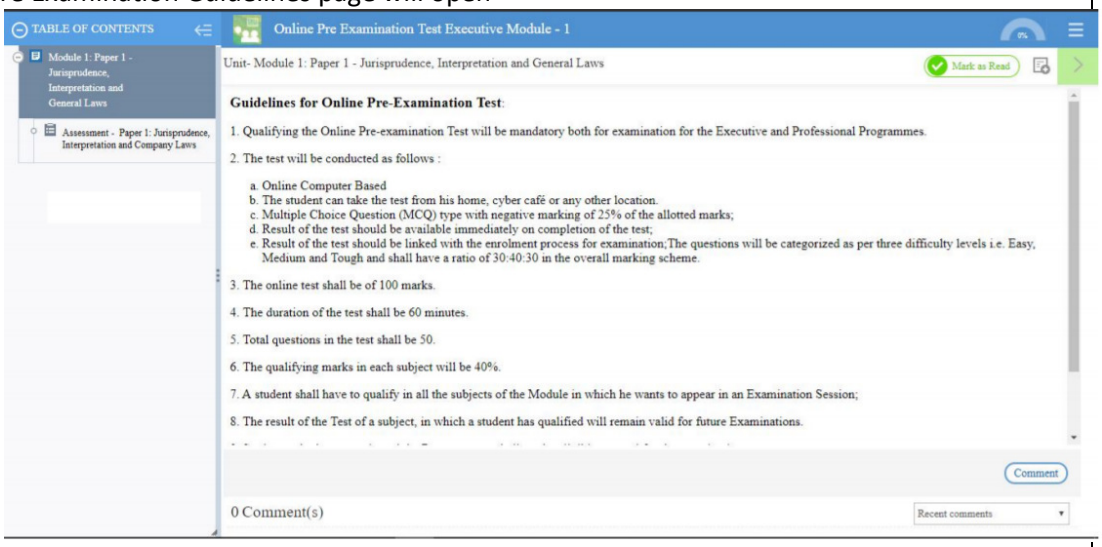
E. Receipt Generation

Q4.	What will be the steps for appearing in the Pre-examination Test?
	Steps for PRE-EXAMINATION TEST & Claiming Exemptions # **Step for Taking the Pre-Examination Test** **Case 1: Pre-Test** A. Login E-learning Portal (https://elearning.icsi.in) using your credentials B.Click on My Course C. Pre Examination Guidelines page will open D. Click on Assessment Tab given just below paper name E. Tick the checkbox displaying (I have read and understood the instructions and agree to adhere to them) F. Click on "I am ready to begin" to go to assessment screen Pictorial guidance of each step provided below
	A. 1. Website https://elearning.icsi.in or https://www.tcsion.com/LX/login#lx 2. Login id your registration without slash '@icsi.edu' e.g 1400000072018@icsi.edu **3.** Default Password will be shared over email as per ICSI records 
	B. Click on My Course After Clicking on My Courses, all the courses in which you are enrolled will appear on the screen.  Now this screen will appear C.



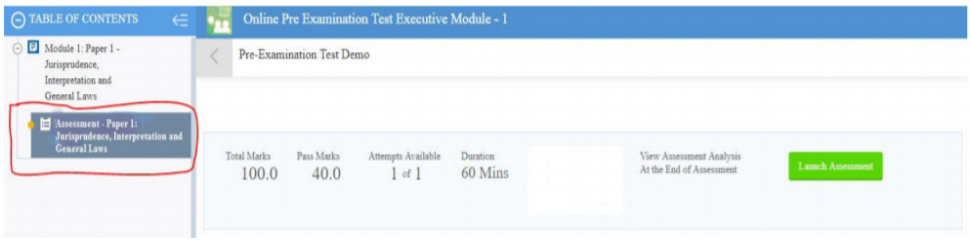
Click on Online Pre Examination test Module – 1
Click on Launch Button in Green Color.

D. Pre Examination Guidelines page will open



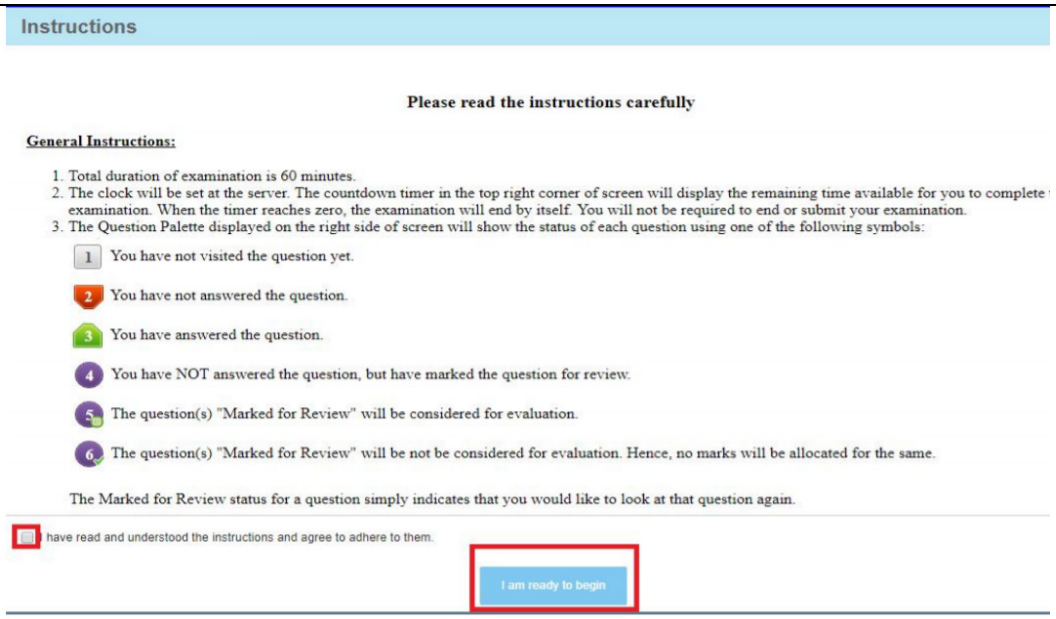
Please read the instructions very carefully and then only go to the next step

E. Click on Assessment Tab given just below paper name



On this page click 'Launch Assessment' highlighted in Green.

F. →Read the Instructions carefully.

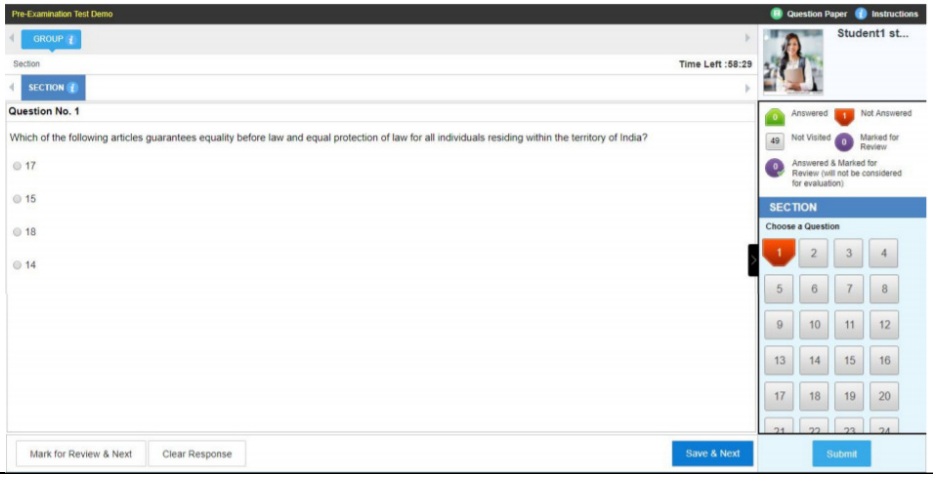


After reading the instruction,

→ Tick the checkbox displaying (I have read and understood the instructions and agree to adhere to them).

→Click on "I am ready to begin"

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

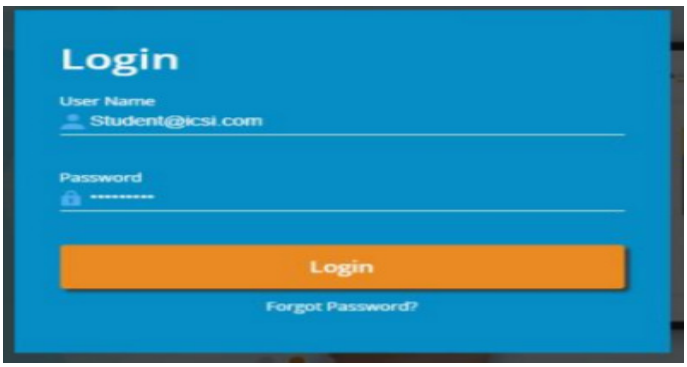


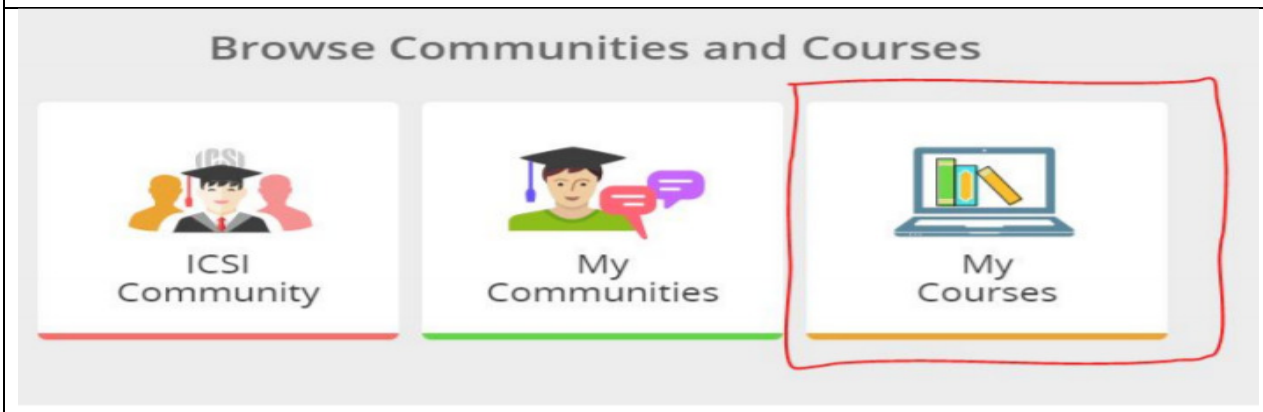
Access Elearning Modules with help of following information

Login to Elearning

A.

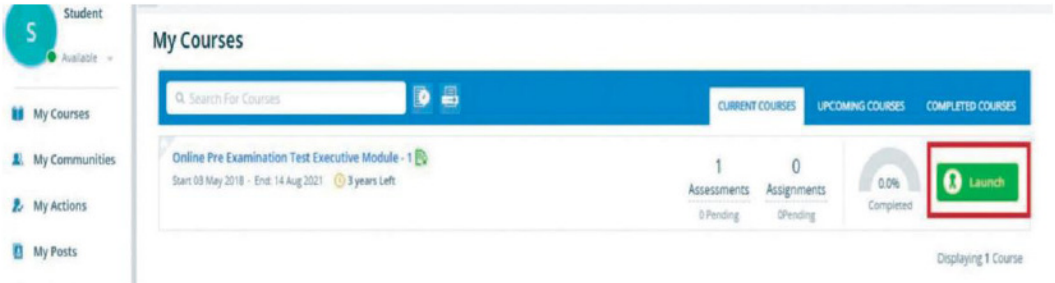
4. Website https://elearning.icsi.in or https://www.tcsion.com/LX/login#lx
5. Login id your registration without slash '@icsi.edu' e.g 1400000072018@icsi.edu
6. Default Password will be shared over email as per ICSI records



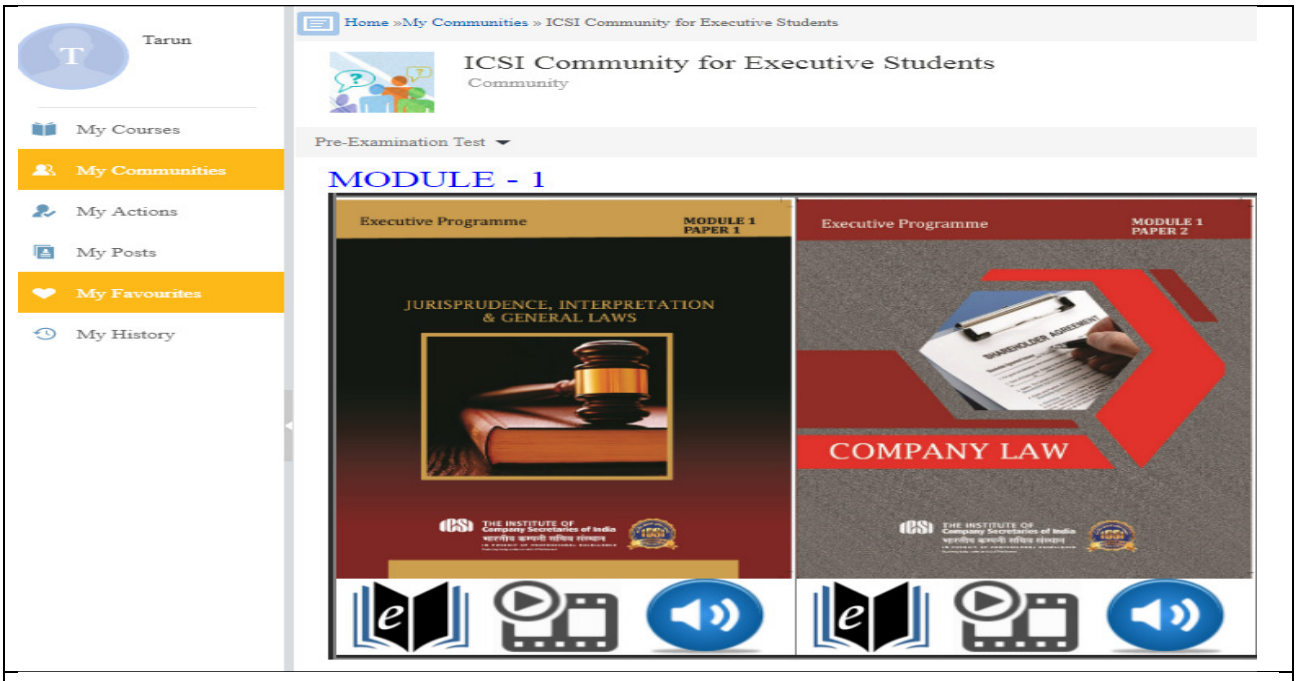


After Clicking on My Courses, all the courses in which you are enrolled will appear on the screen.

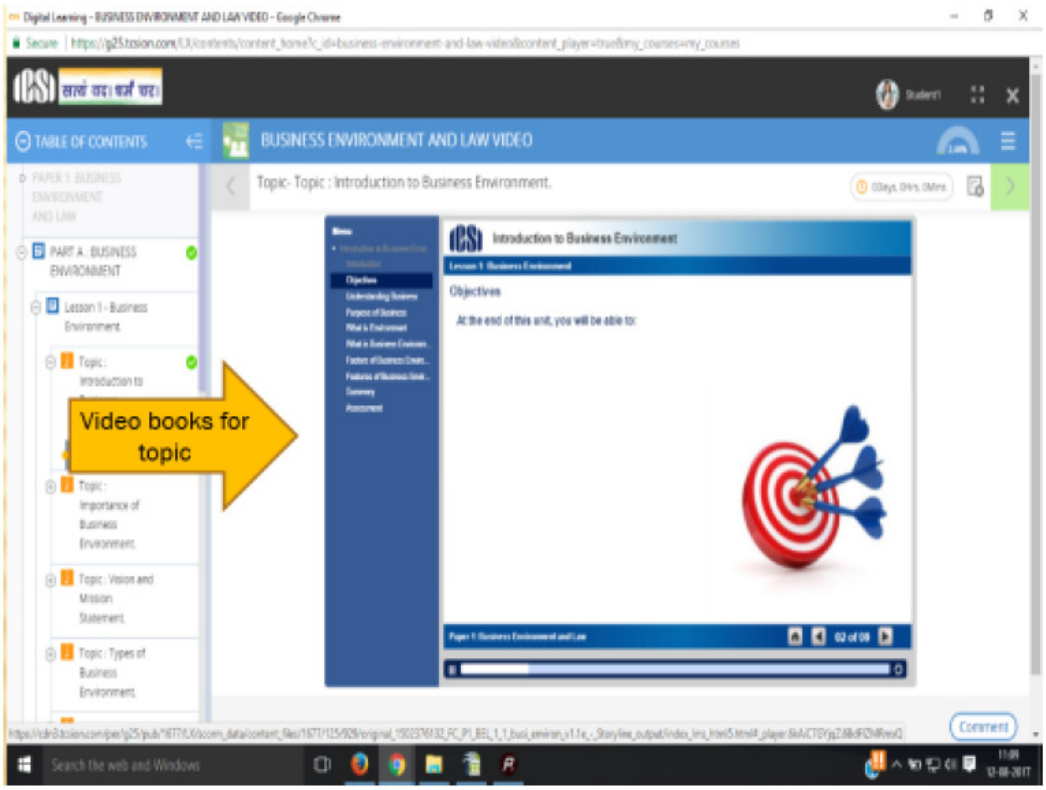
Now this screen will appear



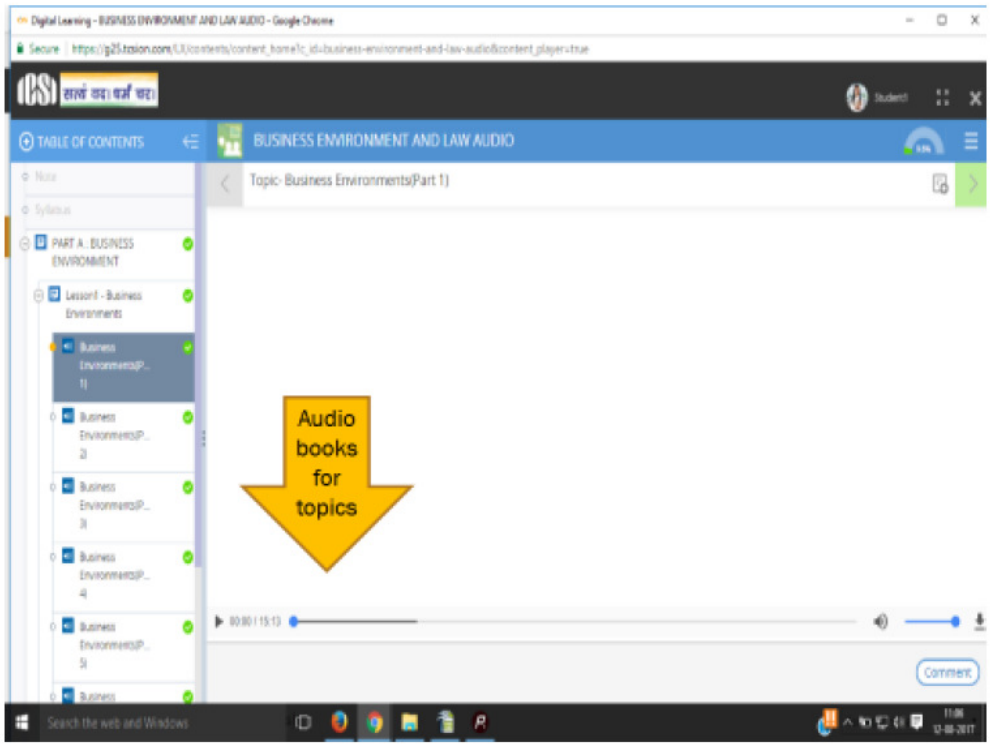
Go to My communties and select the Community for Foundation,Executive of Professional Program. Select the subject and "e" , ">" or sound to access e-book, Video and Audio respectively.



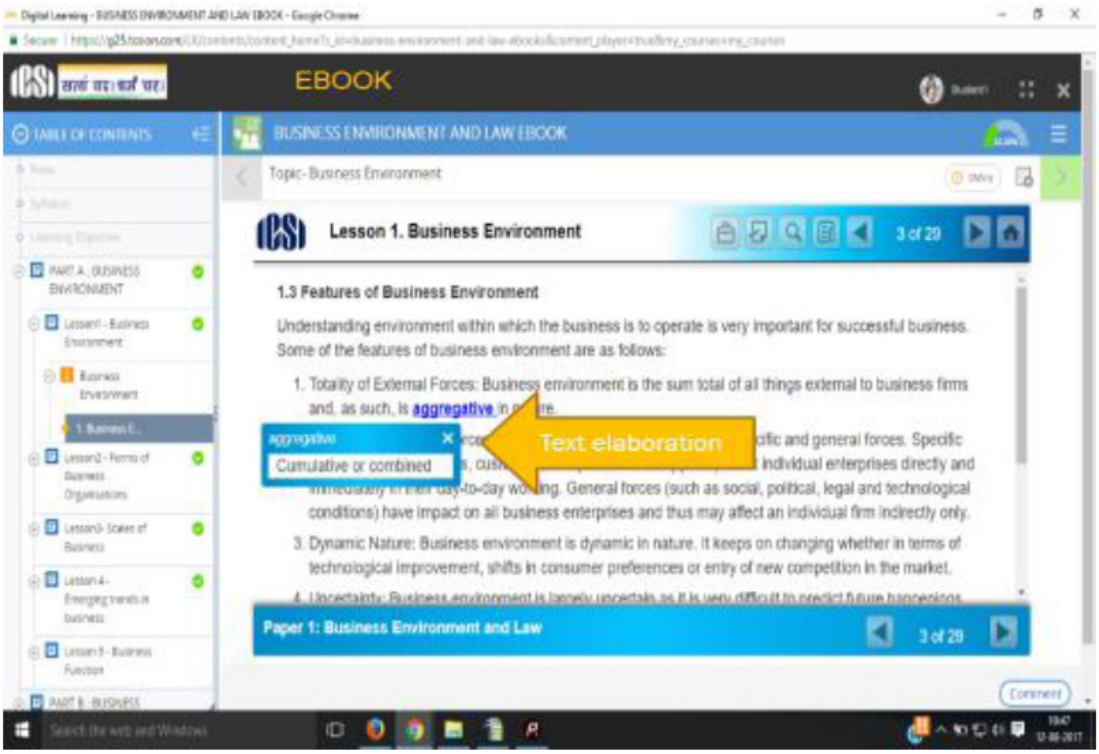
The Animated Video lectures facilitate learning in self-paced mechanism.



Audio Books for topics for ease of learning even when you are away from your study table.

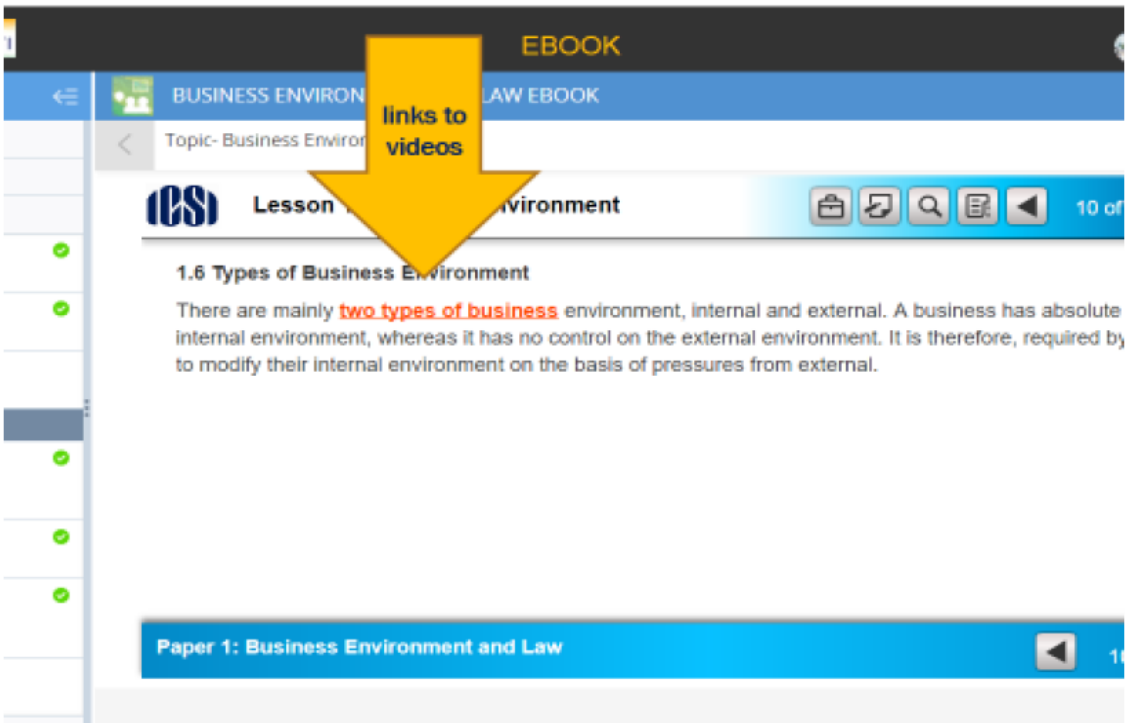


Text elaboration helps you to learn the difficult terms or jargons with detail explanation

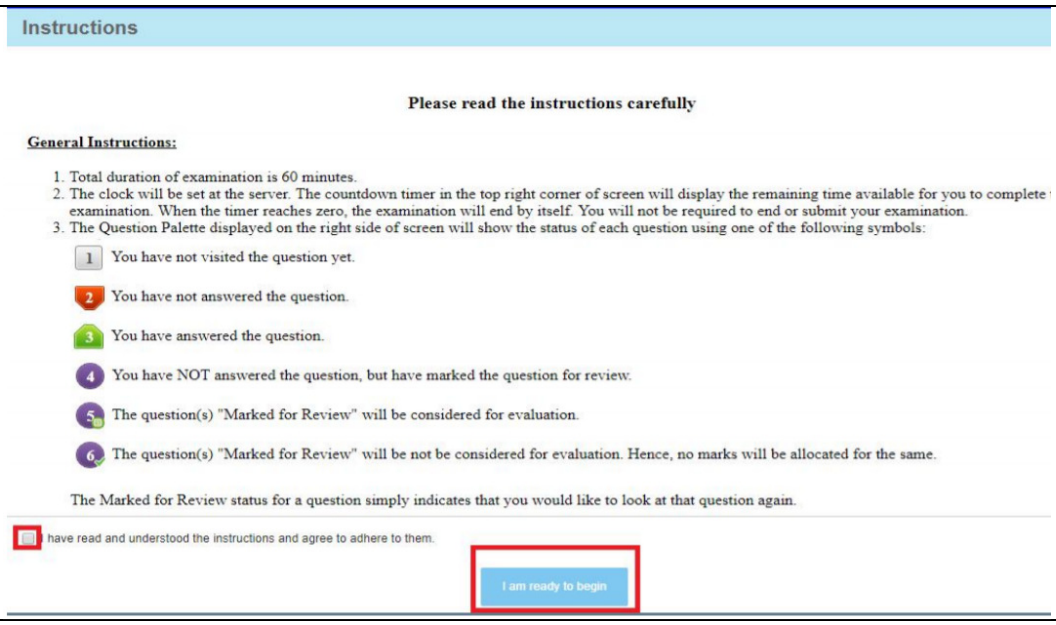


Ebook

Additional information in form of Video to help you learn the concept better



Q5.	I have been granted exemption in certain papers on the basis of higher qualifications / corresponding exemption(s) on the basis of switchover and I understand that I am not required to give Pre-Exam Test of the said subjects/ papers? Kindly clarify the process for claiming exemption from Pre-Exam Test in respect of such subjects/ papers?
	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. Use the following steps for claiming exemption from Pre-Exam Test: → Logging into the E-learning Module → Launch the test of such papers after. → Click on ' I have read and understood the instructions and agree to adhere to them' → Click on 'I am ready to begin' Use the mentioned steps for all such exempted subjects. 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.

	
Q6.	What will be the qualifying marks for each subject?
	The subject-wise qualifying marks will be minimum 40% marks.
Q7.	I am planning to appear in Module-1 of Executive Programme during ensuing Session of Examination? Am I required to complete the Pre-Exam Test of Module-2 also before enrolling for Module-1?
	No. You are required to complete the Pre-Exam Test of subjects covered under Module-1 only. Students are required to successfully complete the Pre-Exam Test of all subjects forming part of specific Modules in which they are planning to appear in the main Examinations. They may complete the Pre-Exam Test of remaining modules separately before seeking enrolment to examinations of such Module(s).
Q8.	Can I complete the Pre-Examination Test after enrolling and appearing in the main examinations?
	No. Students are required to complete the Pre-Examination Test before enrolling for the main examinations.
Q9.	I have successfully completed the Pre-Examination Test before seeking enrolment to previous session of Examinations. Will it be valid for future sessions if I fail in the main examinations?
	The Pre-Examination Test will be valid for future sessions of examinations for the respective subjects and students will NOT have to clear the Pre-Examination Test each time they are seeking enrolment to main examinations.
Q10.	Am I required to remit any fee for appearing in the Pre-Examination Test?
	Yes. Students seeking enrolment to Pre-Examination Test are required to remit a fee of Rs.1000/-. However, students who have already remitted the Pre-Examination Test Fee while seeking registration to CS Executive / Professional Programme Stages are not required to remit the fee again.
Q11.	What will be the syllabus for Pre-Examination Test?
	The questions will be according to the 2017 New Syllabus of CS Course.
Q12.	I was an Old Syllabus Student and I have switched over to New Syllabus (2017) of Executive Programme. Shall I be required to pass the Pre-Examination Test before appearing in the main Examinations? Is any fee applicable in such case?

<table>
<tr><td></td><td>Yes. Students who have switched over from Old Syllabus to New Syllabus (2017) of Executive and Professional Programme Stages shall be required to pass the Pre-Examination Test before seeking enrolment to Main Examinations.
Yes all students who switch from Old Syllabus to New Syllabus 2017 will have to pay fee to appear at Pre-Executive Examination Test.</td></tr>
<tr><td>Q13.</td><td>I have been granted exemption in some of the subjects on the basis of higher qualification/ switchover/ 60% marks criteria, etc. Am I required to pass the Pre-Examination Test of these subjects before appearing in main examinations?</td></tr>
<tr><td></td><td>No. Students are not required to pass the Pre-Examination Test of subjects in which they have already been granted exemption under different criteria for grant of exemption.</td></tr>
<tr><td>Q14.</td><td>I have enrolled myself for Class Room Teaching conducted by the Regional / Chapter Office of the Institute in my city. Shall I be exempted from appearing in Pre-Examination Test if I pass the Tests conducted by the said Regional/ Chapter Office after completion of the Class Room Teaching Session?</td></tr>
<tr><td></td><td>Yes. Students who have cleared the Offline Test in specific subjects after undergoing Class Room Teaching session in the Regional and Chapter Offices shall be exempted from the specific subjects of Online Pre-Examination Test.</td></tr>
<tr><td>Q15</td><td>Please let me know if the marks scored in the Pre-Examination Test will be considered for computing the result of main CS Examinations?</td></tr>
<tr><td></td><td>No. The Pre-Examination Test will be a qualifying test to assess the level of preparation of the students before appearing in the main examinations. The marks scored in the Pre-Examination Test will NOT be used for computing the results of the main CS examinations.</td></tr>
<tr><td>Q16.</td><td>Please let me know if there is any concession in fee for students belonging to categories like SC/ST, Physically Challenged, etc.</td></tr>
<tr><td></td><td>Yes. Concession in fee would be extended to certain categories of students as per details given hereunder :
<table>
<tr><td>Category</td><td>Percentage of Concession</td></tr>
<tr><td>Staff & Ward of Staff</td><td>75%</td></tr>
<tr><td>SC/ST, Wards & Widows of Martyrs</td><td>50%</td></tr>
<tr><td>Disabled Person</td><td>75%</td></tr>
<tr><td>ICSI Signature Award/CS Olympiad /ICLS</td><td>100%</td></tr>
<tr><td>Students registered under Fee Waiver Scheme for North Eastern Chapters and Jammu & Kashmir</td><td>100%</td></tr>
</table></td></tr>
<tr><td>Q17.</td><td>Whether students of Professional Programme who shall be registering under New Syllabus 2017 effective from September, 2018 have to remit the fees of Pre-Examination test if they have paid Executive Pre Examination test fees?</td></tr>
<tr><td></td><td>Yes. Students of Professional Programme who shall be registering under New Syllabus 2017 effective from September, 2018 are required to remit the Pre-Examination Test Fee.</td></tr>
<tr><td>Q18.</td><td>I am registered to Executive Programme on provisional basis and I am expected to submit the proof of passing Bachelor’s Degree Examinations within six months. I have also remitted the Pre-Exam Test Fee. In case I fail to regularize my registration within six months, shall the Pre-Exam Test Fee also be forfeited along with the Registration Fee, Education Fee, etc. while cancelling the registration?</td></tr>
<tr><td></td><td>Yes. If a student fails to regularize the provisional registration within the stipulated time of six months, the Pre-Exam Test Fee shall also be forfeited along with the Registration Fee, Education Fee, etc. as remitted by such student.</td></tr>
</table>

Q19.	I would like to cancel my registration due to personal reasons. Shall I be refunded the Pre-Exam Test Fee if my registration is cancelled after the stipulated period?
	No. In case a student requests for cancellation of registration, the Pre-Exam Test Fee shall also be forfeited along with other fees remitted by the student.
Q20.	I understand that in case I pass the Tests as part of the Class Room Teaching, I shall be exempted from taking the Pre-Examination Tests of the respective subjects/ modules. In such case, shall I be eligible to get refund the Pre-Exam Test Fee?
	While students shall be exempted from taking the Pre-Examination Test if they pass the Tests as part of the Class Room Teaching, the Pre-Examination Test Fee will not be refunded as it is a composite fee for using the E-learning Portal.
Q21.	In case registration of the Student has been cancelled which was pending for more than one year, whether fees remitted by the student towards Pre-Exam Test fees will also get forfeited?
	The total fees paid by the Student shall be deducted @ 30% which will include Pre-Exam Test fees.
Q22.	Shall I be eligible for refund of Pre-Examination Test Fee also in case I am eligible for reimbursement as per the guidelines of ICSI Student Education Fund Trust (SEFT)?
	Yes. If a student is eligible for refund of Registration, Education Fee, etc. as per the guidelines of the SEFT, then the Pre-Exam Test Fee shall also be refunded.
Q23.	I am eligible under the Merit-cum-Means Assistance Scheme for refund of Education Fee and Examination Fee. Whether Pre-Exam Test Fee shall also be refunded to me?
	No. Pre-Examination Test Fee shall not be refunded to such students.
Q24.	In case I fail to pass the Pre-Exam Test during the validity of registration, shall I be required to pay the Pre-Exam Test Fee again at the time of seeking Registration Denovo/ Extension of Registration?
	Yes. Such students, who fail to successfully complete the Pre-Exam Test during the initial validity period of five years, shall have to remit the Pre-Exam Test Fee again at the time of seeking Registration Denovo and Extension of Registration. It is important from the point of view of the students to complete the Pre-Examination Test within the validity period of their registration as they will have to pay the Pre-Exam Test Fee again whenever they seek Registration Denovo / Extension without completing the Pre-Exam Test during the validity period of their erstwhile registration.
Q25.	What will be the duration of Pre-Examination Test, Total Number of Questions and the Total Marks?
	Duration of Pre-Examination Test: 60 Minutes; Total Number of Questions: 50; Total Marks: 100.
Q26.	In case, I fail in the Pre-Examination Test, shall I be given another opportunity to appear in the Pre-Examination Test?
	Students may appear in Pre-Examination Test anywhere and number of times after receiving Login Credentials but they shall be able to appear in the Pre-Examination Test only ONCE in a day and the second attempt can only be made after 8 hours or 480 minutes. If student closes/exits the browser by mistake it will take 70 second to launch depending on internet connectivity. Further Students shall try to clear Pre-Test well before his/her due date to fill main examination form to avoid closing days rush.