

# STUDENT COMPANY SECRETARY

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- News and Announcements



02



**THE INSTITUTE OF  
Company Secretaries of India**

**IN PURSUIT OF PROFESSIONAL EXCELLENCE**

Statutory body under an Act of Parliament

**'STUDENT COMPANY SECRETARY' GREETES AND CONGRATULATES SHRI VINAYAK S. KHANVALKAR AND SHRI ANIL MURARKA ON THEIR ELECTION AS PRESIDENT AND VICE PRESIDENT RESPECTIVELY OF THE INSTITUTE FOR THE YEAR 2010-11 AT THE COUNCIL MEETING HELD ON 19.01.2010**



*Shri Vinayak S. Khanwalkar is M.Com. & Law Graduate and a Fellow Member of the Institute of Company Secretaries of India. He was the Vice President of ICSI for the year 2009 & is presently a Practising Company Secretary at Pune. Shri Khanwalkar is the Central Council Member of ICSI for the term 2007-2010. He was the Member of Corporate Legislation Sub Committee of Maratha Chamber of Commerce, Industries & Agriculture and also holding position of Director in private limited companies of repute. He is visiting faculty at various professional institutes, associations and bodies. He had been the Chairman of the Western India Regional Council (WIRC) and Chairman of the Pune Chapter of The Institute of Company Secretaries of India. He was a member of the Secretarial Standards Board of ICSI.*



*Shri Anil Murarka has been elected as the VICE PRESIDENT of the Institute of Company Secretaries of India (ICSI) w.e.f 19th January, 2010. He is the Central Council Member of ICSI for the term 2007-2010. He is Commerce and Law Graduate and a Fellow Member of the Institute of Company Secretaries of India. Shri Murarka is presently a Practising Company Secretary at Kolkata. He had been the Chairman of Eastern India Regional Council (EIRC) at Kolkata. He has been a regular speaker at many professional Seminars organised by CII, ICSI, ICAI and was one of the Panelists in first all India Investor Awareness Programme titled My Money-My Decisions organized by the Ministry of Finance.*

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## ATTENTION STUDENTS

# SCHEDULE OF FEES

PARTICULARS	FEES (RS.)	REMARKS
<b>FOUNDATION PROGRAMME</b>		
Admission Fee	1200	
Postal Tuition Fee	2400	Total Fees 3600
<b>EXECUTIVE PROGRAMME</b>		
Registration Fee	1500	Total Fees 7000
Foundation Examination Exemption Fee	500	(For commerce graduates)
Postal Tuition Fee for Executive Programme	5000	
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)	750	Total Fees 7750 (For others)
<b>PROFESSIONAL PROGRAMME</b>		
Postal Tuition Fee	7500	
<b>DE-NOVO REGISTRATION</b>		
Registration <i>De-Novo</i> Fee	1500	
Exemption from Foundation Examination Fee	500	
Exemption from Executive Programme Examination Fee	500	
<b>EXTENSION OF REGISTRATION</b>		
Extension of Registration Fee	500	
Service Charges for Extension of Registration	150	
<b>EXAMINATION FEE</b>		
Foundation Programme	875	
Executive Programme	900 (Per Module)	
Professional Programme	750 (Per Module)	
Late Fee for receipt of Examination Application	100	
Change of Examination Center/Module/Medium	100	
<b>OTHER FEES</b>		
Paper-wise Exemption Fee	100	
Issue of Duplicate Identity Card Fee	50	
Issue of Duplicate Pass Certificate Fee	50	
Verification of Marks Fee	100 (Per Subject)	

## From the President



***“Coming together is a beginning, staying together is progress, and working together is success.”***

**- Henry Ford**

*My dear Students,*

*I am reminded of the Lord Tennyson who in his poem titled “The Brook” has depicted the quest of a stream to join the brimming river. The poem inspires one to keep moving forward in life and never look back. It is not possible to quote the entire poem, I would however like to quote the last verse of the poem which goes as under:*

*I chatter, chatter, as I flow*

*To join the brimming river,*

*For men may come and men may go,*

*But I go on for ever.*

*The brook in the poem symbolises the journey of a human being. The human being as we know is mortal but the brook is immortal and perpetual. Similarly in the case of an Institution, people come and people go but the Institution goes on for ever.*

*The verse in the poem equally holds true for the Institutions. I feel extremely delighted to address my maiden communication to you as the President of the Institute. I have succeeded very dynamic and visionary Presidents, who toiled tirelessly day and night and provided unparalleled fame, recognition and visibility to our profession and the Institute. I would like to place on record my sincere gratitude and thanks to my colleagues on the Council for reposing trust and confidence in me. I accept this honour with a great sense of humility, mission and responsibility.*

*During my tenure as President, it will be my endeavour to make further efforts to build up the profession so as to achieve greater heights in the dynamic global environment with the active involvement of Regional Councils/Chapters and the vibrant Secretariat of the Institute.*

*I feel extremely gratified in communicating with you – the students - who are the future architects of the profession. It is always delightful to communicate with the younger generation fresh and pulsating with ideas, dreams, ambition and enthusiasm. No doubt, you have chosen to pursue a profession that holds a great promise as a profession of the current century. I look upon you with great expectations that you will persevere and perspire to realize our collective dream to make the profession of Company Secretaries, the profession of the future.*

*Achievements create new challenges and dealing with those challenges require confidence from the past achievements but not the complacency. Therefore, the immediate task on priority to mitigate the challenges is to complete the unfinished agenda, improving the efficiency and quality of service to stakeholders, increasing institutional capacities, strengthening infrastructure, capacity building and expansion of role profile of our members in particular and the profession in general. It will be our endeavour to continue to expand and promote the value and status of our profession by undertaking comprehensive brand building highlighting the importance and capabilities of our profession to various stakeholders.*

*Globalization has melted national borders, free trade has enhanced economic integration and the information and communications revolution has made geography and time irrelevant. The role and functions of professionals in the new global economy have taken on added significance and face compounded challenges. We live in a challenging environment of rapidly changing economic events creating new opportunities and avenues for the professionals to explore. The need of the hour is to adapt to the dynamics of change and become a part of change.*



## From the President

*We have to explore and address new opportunities to attain global leadership, based on capacity, competitiveness and competency. We need to create a sense of accountability to deliver commitments to our stakeholders, to our next generation and to the normal honest, law abiding citizen of this country. We have to reach the global standards of excellence in quality, productivity and efficiency. Each one of us must be committed to being the best in the global context.*

*To be the best and to achieve greater heights in professional career further mandates acquiring important soft skills. Some of these important soft skills are communication skills, computational skills and IT skills, presentation skills, motivational skills, interactive skills, interview skills, reading as well as writing skills.*

*Communication is a means of linking people to achieve a common purpose. The ability to communicate is being rated as the most important factor in making an executive promotable than ambition, education and capacity for hard work. One can significantly boost his marketability by seizing academic and professional opportunities offered to him for honing his communication skills. In this context, let me point out that the Institute every year through its Regional Councils/ Chapters organises various programmes for the students to enable them to hone their communication skills. Likewise this year also, the following National level Competitions for the students will be organized:*

- All India Elocution Competition
- All India Moot Court Competition
- All India Company Law Quiz
- All India Essay Writing Competition
- All India Students Conference

*I am sure you will actively participate in these programmes and benefit immensely from them.*

*Various Chapters of the Institute spread all over the country render valuable services to students and members besides enhancing the visibility of the profession and creating desired awareness about the Company Secretaryship course in their adjoining areas. Strengthening of infrastructure at Regional and Chapter level would continue to receive added emphasis, because I believe that the investment in infrastructure development is very important to enhance the visibility and to maintain the growth momentum of our profession.*

*On this note I conclude by stating that self development is the best development as we are the architects of our destiny. The statement gains more relevance when applied to the student community as it is in their hands to shape their destiny particularly in the rapidly changing global business environment. Therefore, right from joining the CS Course, you have to prepare yourselves to adapt to the changing environment and develop the vision to face the challenges of the change boldly. If you focus on results, you will never change. If you focus on change, you will get results.*

*To capitalize on the global opportunities to our benefit, we need to develop a global mindset. We may not enter global markets right now, but have to view our options and decisions in a global perspective. It is, therefore, imperative for you to put your best efforts and gear up to embrace winning strategies, widen the perspective and emerge as champions.*

*Our lives are not determined by what happens to us but by how we react to what happens, not by what life brings to us, but by the attitude we bring to life.*

*With warm regards,*

*February 11, 2010*

*Yours sincerely,*



*(CS VINAYAK S KHANVALKAR)*

*president@icsi.edu*

## NECESSITY OF APPLICABILITY OF SARBANES OXLEY ACT

Hema Budhiraja, FCS, New Delhi

The Satyam scandal has shocked India. It is being called India's Enron. This is the biggest scam in the Indian market in years. There are a few axioms that we work with -- we believe there is a certain level of integrity in those we do business with, and that fraud is the exception, not the rule. Without a fundamental level of trust, it becomes difficult to transact business.

The Satyam incident corrodes the individual's faith in the system. The casual observer is left wondering what other skeletons are going to tumble out of which other companies' closets. Obviously, this is going to have an effect on India Inc. as a whole, and this could not have come at a worse time.

It is surely going to be more difficult for other Indian IT service players to win business now, given that they will be tarred by the same brush. Competitors from other low-cost locations such as China, the Philippines, Vietnam, and Eastern Europe will certainly take advantage of the situation.

This is something the IT services industry, facing as it is the threat of a serious reduction in business as fallout from the general market malaise, did not need.

The overall growth prospects of the country, therefore, may also be affected. Thus, it is a disaster on any number of fronts.

People have been quick to compare the Satyam incident to the Enron scandal and to the Bernie Madoff Ponzi scheme. It might be equally apt to compare it to the sub-prime crisis, because the magnitude of the scandal, and its possible effects, are so large.

And it raises some serious questions: what causes this kind of behaviour? What can be done to detect and prevent it?

What is the solution to problems like this? It is probably not more intrusive government regulation. Despite the noises being made in America blaming all finance-sector problems on a lax regulatory environment, it is not clear that more paperwork is the answer.

Consider Exhibit A: Sarbanes-Oxley. The enormous amount of effort companies are forced to put into compliance with Sarbanes-Oxley.

But it has always been true -- as demonstrated in the 1841 book "Extraordinary popular delusions and the madness of crowds" -- that there are scam stars and those willing to be taken in by them.

### AN OVERVIEW OF SARBANES OXLEY ACT

At the beginning of this century, Corporate and accounting scandals in the big giants like – Enron, WorldCom, Tyco and now Satyam have negatively affected the investor's trust and financial markets in US and Europe. People lost faith in financial reporting and corporate practices. To restore the investors' confidence and to strengthen the corporate governance the US government passed the Sarbanes Oxley Act, 2002. It laid down new accountability standards for Corporate Boards and Auditors. It also established a Public Company Accounting Oversight Board (PCAOB) under the SEC, to oversee the work of public accounting firms in order to protect the interests of the investors.

### ESTABLISHMENT OF PCAOB

The Public Company Accounting Oversight Board (PCAOB) is a non-profit, non-government body corporate. It was created by Sarbanes Oxley Act, 2002 to oversee the audit work of public

accounting firms and to set standards relating to the preparation of financial reports.

### COMPOSITION

The Board consists of five members all of whom are full time employees of PCAOB, each of them is appointed by the Securities Exchange Commission (SEC). Two of the members are from the accounting profession.

### FUNDING

The Board obtains its funds from various sources to carry out its duties and fulfill its objectives.

- From the annual fees paid from the assessment of Public companies.
- From accounting firms that pay registration fees to PCAOB.
- From "Accounting Support Fees" paid by "issuers."

The Board is entrusted with the responsibility of establishing auditing standards, related attestation, quality control, auditor independence standards, and requirements and other ethical standards. It ensures the preparation of informative, accurate and independent audit reports. Surprisingly, the Board does not have any authority to regulate Public Companies. It oversees only the work of auditors i.e., it gives guidelines to the Auditors for conducting their audit work and not to the business houses for conducting their activities. The goal of the Board is to "oversee the auditors of public companies in order to protect the interest of investors and further the public interest in the preparation of informative, fair and independent audit reports.

### EFFECTS OF SARBANES OXLEY ACT

Sarbanes Oxley Act, 2002 is the most important securities legislation in the Corporate History of America. It gives guidelines to every individual involved in the financial reporting process from top officials of the Corporation to the lower level employees who record the data. Some guidelines effect the users of the financial statements also i.e., investment analysts, regulatory bodies, auditors, etc. The scandals in Enron, WorldCom and Global Crossing revealed the loopholes in the financial reporting process and resulted in loss of investor confidence in the financial reporting by the corporations. To restore their confidence, rules were framed in the Sarbanes Oxley Act, 2002. For example, Certification of Financial Statements by CEO or CFO and real-time disclosure of financial information to ensure timely, accurate and complete financial data. These were aimed to help the investors to get the quality information regarding their investment. The Act also specified various penalties and fine for non-compliance of provisions by Corporates and Executives.

### Effect on Regulatory Bodies

The Act created a regulatory body, viz., Public Company Accounting Oversight Board (PCAOB) to oversee the public accounting firms and to set standards for financial reporting process. The Act framed several rules for SEC also. SEC framed various rules, example, Provisions for mandatory real-time disclosures of certain changes to issuer's financial conditions, new accelerated due dates for quarterly and year-end reports etc. for reporting financial data based on this Act. All the national securities Exchanges changed their listing requirements for issuers to comply with the Act.

# Article

## Effect on Board of Directors

The Act, placed heightened responsibility on senior management particularly, the Board of Directors to make it easier to prosecute securities fraud and financial fraud. Now the directors are required to play a more proactive role in monitoring and overseeing the financial reporting process, disclosure and reporting systems and internal control systems. However there was not much increase in the civil liability for the Director. As per the Act, the Board should contain majority of independent directors and hold meetings only with them.

## Effect on Audit Committee

The role of Audit Committee has also changed drastically. The Act imposes additional requirements regarding the composition and responsibilities of 'Audit Committee'. The Committee comprises the members of the board of directors and oversees the accounting and financial reporting processes of the issuer and audit of the financial statements of the issuer. It is responsible for hiring and discharging the independent auditors. It is also responsible for all audit and non-audit services. The external auditors now reports to the audit committee directly. The external audit report should include the critical accounting policies and practices, discussion with the management regarding alternative treatments of financial information under GAAP, and any other material / written communication between the auditors and the management. The audit committee must establish procedures to receive and address complaints regarding accounting, internal control and audit issues. The companies, which do not follow

the above provisions, may be prohibited from listings in the national stock exchanges.

## Effect on External Auditors

The role of external auditors has also changed. The Public accounting firms, which do not register with PCAOB, are not allowed to conduct audit work in the public companies. Now the external auditors should report directly to the audit committee. All their services must be pre-approved by the audit committee and they are prohibited from rendering non-audit services like – bookkeeping, designing accounting system, etc. to the same corporation. External auditors should certify the internal control system of the corporation along with the financial reports.

## Effect on Management and Staff

Executive management is responsible for maintaining internal control system over financial reporting system and should provide an annual evaluation system for the same. The CEO and CFO should certify the accuracy of the financial reports filed with the SEC. All the management and staff should be responsible for the new provisions relating to Code of ethics, record retention, whistleblower practices and other issues. There were no specific rules for lower level management and supporting staff, involved in the financial reporting process. However the top management should ensure that all their financial staff is knowledgeable about the Sarbanes Oxley Act, 2002.

Efforts are already under way in Europe and rest of the World to develop laws similar to SOX, 2002. □

## ATTENTION STUDENTS !

### Applicability of the latest Finance Act and other changes for Company Secretaries June, 2010 Examination.

#### DIRECT TAXES

All students may note that for the June 2010 Examination Session in respect of Direct Taxes the applicable Assessment Year shall be 2010-11 (Previous Year 2009-10).

Thus, they will have to study Finance Act, 2009 for June 2010 Examination. Further as per the Syllabus (for both Executive Programme and Final or Professional Programme) students are required to update themselves about all the Circulars, Clarifications, Notifications, etc., issued by the CBDT & Central Government, which come into effect on or before six months prior to the date of the respective examinations. Gift Tax Act has been excluded from the scope of the examination from June 1999 session onwards unless otherwise informed.

#### INDIRECT TAXES

Students appearing in the 'Tax Laws' (Indirect Tax Portion to the extent of topics covered in the syllabus, for both 'Executive Programme' and Direct and Indirect Taxation—Law and Practice (Final Course) or Advanced Tax Law and Practice (Professional Programme) respectively may take note of the following changes applicable for June 2010 Examination.

- 1 All changes made by the Finance Act, 2009.
2. All Circulars, Clarifications/Notifications issued by CBE&C/Central Government which became effective six months prior to the date of examination.

### Attention Students

In accordance with the Guidelines for Apprenticeship Training by Company Secretaries, 1985, the Company Secretaries in Practice imparting training to the students are required to pay a minimum stipend of Rs.500/- per month. The Training & Educational Facilities Committee of the Council in its 94th Meeting held on 4th November, 2009, has increased the minimum stipend from Rs. 500/- (Rupees five hundred only) to Rs. 2000- (Rupees two thousand only) per month.

### CORRIGENDUM

The name of PCSA-2065 registered for imparting training may be read as Mr. Depesh Kumar instead of Mr. Deepak Kumar, which was published inadvertently on page no.30 of "Student Company Secretary - December-2009" issue.



## ACADEMIC GUIDANCE

### Economic Laws (Executive Programme)

### Establishment of Branch Office (BO)/ Liaison Office (LO) in India by Foreign Entities - Eligibility Criteria and Procedural Guideline<sup>1</sup>

#### Eligibility Criteria

An application from a foreign entity to establish Branch / Liaison Office in India is considered on the basis of two eligibility criteria viz: basic and additional:

#### Basic criteria

**Reserve Bank Route** — Principal business of the foreign entity falls under sectors where 100 per cent foreign direct investment (FDI) is permissible under the automatic route.

**Government Route** — Principal business of the foreign entity falls under the sectors where 100 per cent FDI is not permissible under the automatic route. Applications from entities falling under this category are considered by the Reserve Bank, in consultation with the Government of India, Ministry of Finance.

#### Additional criteria

#### Track Record:

For Branch Office — a profit making track record during the immediately preceding five financial years in the home country.

For Liaison Office — a profit making track record during the immediately preceding three financial years in the home country.

#### Net Worth:

- For Branch Office — not less than USD 100,000 or its equivalent.
- For Liaison Office — not less than USD 50,000 or its equivalent.

Net worth means total of paid-up capital and free reserves, less intangible assets as per the latest Audited Balance Sheet or Account Statement certified by a Certified Public Accountant or any Registered Accounts Practitioner by whatever name called.

Applicants that do not satisfy the eligibility criteria and are subsidiaries of other companies may submit a Letter of Comfort from their parent company as per subject to the condition that the parent company satisfies the eligibility criteria as prescribed.

#### Application Form and Documentation

Applications in Form FNC duly completed in all respects and signed by the authorized signatory of the foreign entity in the home country may be submitted along with the Letter of Comfort, wherever applicable, to the designated Authorised Dealer Category - I bank for onward transmission to the Reserve Bank, along with their comments and recommendations and the prescribed documents .

#### Permitted activities

#### Branch Office:

- Export/import of goods.
- Rendering professional or consultancy services.
- Carrying out research work, in which the parent company is engaged.
- Promoting technical or financial collaborations between Indian companies and parent or overseas group company.
- Representing the parent company in India and acting as buying/ selling agent in India.
- Rendering services in Information Technology and development of software in India.
- Rendering technical support to the products supplied by parent/group companies.

- Foreign airline/shipping company.  
Normally, the Branch Office should be engaged in the activity in which the parent company is engaged.

#### Liaison Office:

- Representing the parent company / group companies in India.
- Promoting export / import from / to India.
- Promoting technical/ financial collaborations between parent / group companies and companies in India.
- Acting as a communication channel between the parent company and Indian companies.

#### Extension of validity of the approval of Liaison Offices

Requests on letter head of Liaison Office for extension of time for continuance of LOs [other than those from entities in the Insurance sector, banks, NBFCs and Construction and Development sectors (excluding infrastructure development companies)] may be submitted to the AD Category - I bank concerned under whose jurisdiction the LO / Nodal Office is located before the expiry of the validity of the approval.

Applications from foreign banks and insurance companies will continue to be directly received and examined by the Department of Banking Operations and Development, Reserve Bank and Insurance Regulatory and Development Authority (IRDA) respectively, as hitherto.

No extension would be considered for LOs of entities which are NBFCs and those engaged in Construction and Development sectors (excluding infrastructure development companies).

Upon expiry of the validity period these entities have to either close down or be converted into a Joint Venture (JV) /Wholly Owned Subsidiary (WOS), in conformity with the extant FDI policy.

#### Winding up of Branch/Liaison Offices

Requests for closure of the BO / LO and allowing the remittance of winding up proceeds of BO / LO may be submitted to the designated AD Category - I bank by the BO/LO or their Nodal Office, as the case may be. The application for winding up may be submitted along with the following documents:

- (a) Copy of the Reserve Bank's permission/ approval from the sectoral regulator(s) for establishing the BO/ LO.
- (b) Auditor's certificate :
  - (i) indicating the manner in which the remittable amount has been arrived at and supported by a statement of assets and liabilities of the applicant, and indicating the manner of disposal of assets;
  - (ii) confirming that all liabilities in India including arrears of gratuity and other benefits to employees, etc. of the Office have been either fully met or adequately provided for;
  - (iii) confirming that no income accruing from sources outside India (including proceeds of exports) has remained unrepatriated to India.
- (c) No-objection or Tax Clearance Certificate from the Income-Tax authority for the remittance.
- (d) Confirmation from the applicant/parent company that no legal proceedings in any Court in India are pending against the BO / LO and there is no legal impediment to the remittance.
- (e) A report from the Registrar of Companies regarding compliance with the provisions of the Companies Act, 1956, in case of winding up of the BO /LO in India.

Designated AD Category-I bank should ensure submission of all the above mentioned documents by the BO / LO before considering the request for closure of the BO / LO and subsequent remittance, if any, to the Head Office.

Designated Authorised Dealers may allow remittance of winding up proceeds in respect of Offices of banks and insurance companies, after obtaining copies of closure permission from the sectoral regulators along with the documents mentioned above.

1. Prepared by Chittaranjan Pal, Assistant Education Officer, The ICSI

## Securities Laws

### Third Quarter Review of Monetary Policy 2009-10 An Overview<sup>2</sup>

Shri D V Subbarao, Governor RBI on 29th January 2010 announced Third Quarter Review of Monetary Policy 2009 -10. Some of the major highlights of the policy are as under:

#### Global Economy

The global economy is showing increasing signs of stabilisation with the Asian region experiencing a relatively stronger rebound. Global economic performance improved during the third and fourth quarters of 2009, prompting the IMF to reduce the projected rate of economic contraction in 2009 from 1.1 per cent made in October 2009 to 0.8 per cent in January 2010. The IMF has also revised the projection of global growth for 2010 to 3.9 per cent, up from 3.1 per cent. However, significant risks remain: (i) the recovery is driven largely by government spending in many economies; (ii) commodity and asset prices have risen aided by high levels of global liquidity; and (iii) emerging market economies (EMEs), which are generally recovering faster than advanced economies, are likely to face increased inflationary pressures.

#### Indian Economy

##### Growth

The Indian economy showed a degree of resilience as it recorded a better-than-expected growth of 7.9 per cent during the second quarter of 2009-10. Subsequent data releases confirm the assessment that the economy is steadily gaining momentum, though public expenditure continues to play a dominant role, and performance across sectors is uneven, suggesting that recovery is yet to become sufficiently broad-based.

In the Second Quarter Review of October 2009, RBI projected GDP growth for 2009-10 of 6 per cent with an upside bias. Recent movements in the indicators of real sector activity suggest that the upside bias has materialised. Assuming a near zero growth in agricultural production and continued recovery in industrial production and services sector activity, the baseline projection for GDP growth for 2009-10 is now raised to 7.5 per cent.

Looking ahead to 2010-11, the preliminary assessment of the baseline scenario is that the current growth will be sustained.

##### Inflation

For several months, rapidly rising food inflation has been a cause for concern. There are indications that the sustained increase in food prices is beginning to spill over into other commodities and services as well. The October 2009 Review projected WPI inflation for end-March 2010 of 6.5 per cent with an upside bias. The upside risk in terms of higher food prices reflecting the poor south-west monsoon has already materialised. Some additional factors such as higher global crude prices and less than expected seasonal moderation in food prices have also exerted upward pressure on inflation. Based on the latest evidence, the baseline projection for WPI inflation for end-March 2010 is now raised to 8.5 per cent.

##### Money and Credit Aggregates

During the current financial year, the year-on-year growth in money supply (M3) moderated from over 20 per cent at the beginning of the financial year to 16.5 per cent on January 15, 2010, reflecting deceleration in bank credit growth. Year-on-year non-food credit growth recovered to over 14 per cent by mid-January 2010 from the trough of around 10 per cent in October 2009. Corporates had better access to non-bank sources of funds which, to a large extent, mitigated the impact of slowdown in bank credit growth. The indicative adjusted non-food credit growth for 2009-10 is now reduced to 16 per cent from the earlier projection of 18 per cent and M3 growth during 2009-10 has been reduced to 16.5 per cent for policy purposes from the earlier projection of 17 per cent.

##### Financial Markets

Financial markets continued to remain orderly and overnight money

market rates remained below or close to the lower bound of the liquidity adjustment facility (LAF) rate corridor as liquidity conditions remained comfortable. Despite large government borrowings, yields remained contained due to lower credit demand, open market operations (OMO) and active liquidity management by the Reserve Bank. Equity markets are behaving in a manner consistent with global patterns.

#### Risk Factors

While the baseline scenario is comforting, a number of downside risks to growth and upside risks to inflation need to be recognised. These include (i) uncertainty about the pace and shape of the global recovery; (ii) the surge in oil prices, if global recovery is stronger than expected; (iii) uncertainty about the performance of the south-west monsoon in 2010; (iv) sharp increase in capital flows, above the absorptive capacity of the economy, which may complicate exchange rate and monetary management; and (v) accentuation of inflation expectations, if excess liquidity is allowed to persist in the face of a narrowing output gap. In addition, a bigger risk to both short-term economic management and to medium-term economic prospects emanates from the large fiscal deficit. As the recovery gains momentum, it is important that there is coordination in the fiscal and monetary exits. The reversal of monetary accommodation cannot be effective unless there is also a roll back of government borrowings. It is imperative, therefore, that the government returns to a path of fiscal consolidation which can begin with a phased roll back of the transitory components. Beyond that, the Government should indicate a roadmap for fiscal consolidation and also spell out the broad contours of tax policies and expenditure compression that will define this roadmap.

#### Monetary Policy Stance

The Reserve Bank announced the first phase of exit from the expansionary monetary policy by terminating some sector-specific facilities and restoring the statutory liquidity ratio (SLR) of scheduled commercial banks to a pre-crisis level in the Second Quarter Review of October 2009. Against the backdrop of the current global and domestic macroeconomic conditions, outlooks and risks, Indian policy stance is shaped by three important considerations: (i) First, a consolidating recovery should encourage us to clearly and explicitly shift our stance from 'managing the crisis' to 'managing the recovery', and it is necessary to carry forward the process of exit further; (ii) Second, even though the inflationary pressures in the domestic economy predominantly stem from the supply side, the consolidating recovery increases the risks of these pressures spilling over into a wider inflationary process; and (iii) Third, strong anti-inflationary measures may undermine the recovery which is yet to fully take hold.

On the basis of the above overall assessment, the stance of monetary policy for the remaining period of 2009-10 will be as follows:

- Anchor inflation expectations and keep a vigil on the trends in inflation and be prepared to respond swiftly and effectively through policy adjustments as warranted.
- Actively manage liquidity to ensure that credit demands of productive sectors are adequately met consistent with price stability.
- To maintain an interest rate environment consistent with price stability and financial stability, and in support of the growth process.

#### Monetary Policy Measures

The Third Quarter Review specifies the following monetary measures:

- (i) The cash reserve ratio (CRR) of scheduled banks has been increased by 75 basis points in two stages from 5.0 per cent to 5.75 per cent of their net demand and time liabilities (NDTL). As a result of the CRR increase, about Rs.36,000 crore of excess liquidity will be absorbed from the system.
- (ii) The policy rates, both the repo rate and the reverse repo rate have been retained at their current levels.

#### Expected Outcome

Three major expected outcomes from the above policy action are :

- i) Reduction in excess liquidity will help anchor inflationary expectations.
- ii) The recovery process will be supported without compromising price stability.

2. Compiled by V P Sharma, Director, The ICSI

- iii) The calibrated exit will align policy instruments with the current and evolving state of the economy.

## Way Forward

The Reserve Bank will continue to monitor macroeconomic conditions, particularly the price situation closely and take further action as warranted.

## Company Law

### Doctrine of Constructive Notice and Doctrine of Indoor Management - An Analysis<sup>3</sup>

Memorandum of Association and Articles of Association are two most important documents needed for the incorporation of a company. The memorandum of a company is the constitution/charter of a company. On the other hand, the articles of association enumerate the internal rules of the company under which it will be governed.

Section 610 of the Companies Act, 1956 provides that the memorandum and articles when registered with Registrar of Companies 'become public documents' and then they can be inspected by anyone on payment of a nominal fee.

Therefore, notice about the contents of memorandum and articles is said to be within the knowledge of both members and non-members of the company. Such notice is a deemed notice in case of members and a constructive notice in case of non-members. Thus, every person dealing with the company is deemed to have a constructive notice of the contents of the memorandum and articles of the company. An outsider dealing with the company is presumed to have read the contents of the registered documents of the company. The further presumption is that he has not only read and inspected the documents but has also understood them fully in the proper sense. This is known as the rule of constructive notice. So, the doctrine or rule of constructive notice is a presumption operating in favour of the company against the outsider. It prevents the outsider from alleging that he did not know that the constitution of the company rendered a particular act or a particular delegation of authority ultra vires.

However, the 'doctrine of constructive notice' has very less practical utility. It does not take notice of the realities of business life.

The rule of constructive notice proved too inconvenient for business transactions, particularly where the directors or other officers of the company were required under the articles to exercise certain powers subject only to certain prior approvals or sanctions of the shareholders.

The doctrine of indoor management is an exception to the rule of constructive notice. It imposes an important limitation on the doctrine of constructive notice. According to this doctrine "persons dealing with the company are entitled to presume that internal requirements prescribed in memorandum and articles have been properly observed".

The outsiders dealing with the company are presumed to have read and understood the memorandum and articles and to see that the proposed dealing is not inconsistent therewith, but they are not bound to inquire into the regularity of the internal proceedings as required by the memorandum and articles. They can presume that all that has been done internally is allright.

The doctrine of indoor management was first laid down in the famous case of *Royal British Bank v. Turquand*. In this case, the directors of a company had issued a bond to Turquand. They had the power under the articles to issue such bond provided they were authorized by a resolution passed by the shareholders at a general meeting of the company. But no such resolution was passed by the company. It was held that Turquand could recover the amount of the bond from the company on the ground that he was entitled to assume that the resolution was passed.

Again, in the case of *Official Liquidator, Manasube & Co. (P.) Ltd. v. Commissioner of Police [1978] 38 Comp. Cas. 884 (Mad.)*, the learned judge observed that the lenders to a company should

3. Prepared by Vivek Banerjee, Assistant Education Officer, The ICSI

acquaint themselves with memorandum and articles, but they cannot be expected to embark upon an investigation as to legality, propriety and regularity of acts of directors.

The 'doctrine of indoor management' is subject to certain exceptions. In other words, relief on the ground of 'indoor management' cannot be claimed by an outsider dealing with the company in the following circumstances:

**Knowledge of irregularity:** When a person dealing with a company has actual or constructive notice of the irregularity as regards internal management, he cannot claim benefit under the rule of indoor management.

Thus, a person knowing fully well that the directors do not have the authority to make the transaction but still enters into it cannot seek protection under the rule of indoor management.

**Negligence:** Where a person dealing with a company could discover the irregularity if he had made proper inquiries, he cannot claim the benefit of the rule of indoor management.

**No knowledge of articles -** Again, the rule cannot be invoked in favour of a person who did not consult the memorandum and articles and thus did not rely on them.

**Forgery -** The rule of indoor management does not extend to transactions involving forgery or otherwise void or illegal ab initio. For example, the secretary of a company forged signatures of two of the directors required under the articles on a share certificate and issued certificate without authority, the applicants were refused registration as members of the company. The certificate was held to be a nullity and the holder of the certificate was not allowed to take advantage of the doctrine of indoor management [*Ruben v. Great Fingal Consolidated [1906] AC 439*].

**Oppression -** Doctrine of indoor management can be invoked only with reference to acts which relate to provisions of memorandum and articles, and not in a case where oppression is alleged [*Navin R. Shah v. Simshah Estates and Trading Co. (P.) Ltd. [2007] 74 SCL 372 (CLB - New Delhi)*]."

Thus, the doctrine of indoor management seeks to protect the interest of the shareholders who are in minority or who do not know whether the working of the internal affairs of the company are being carried out in accordance with the memorandum and articles. It lays down that persons dealing with a company having satisfied themselves that the proposed transaction is not in its nature inconsistent with the memorandum and articles, are not bound to inquire into the regularity of any internal proceeding.

## ATTENTION STUDENTS !

### Grant of Total Exemption in Undergoing Compulsory Computer Training Program to Physically Handicapped Students

The Institute has decided to grant total exemption in undergoing the compulsory Computer Training Program to the students belonging to the following based handicapped categories on scrutinizing and conducting assessment/evaluation of the documents submitted in this regard.

1. Physically Handicapped Students :
  - permanent physical disability of more than 50% in one limb; or
  - permanent physical disability of more than 60% in two or more limbs.
2. Visually Disabled Students :
  - 6/60 to 1/60 or field of vision 110-2;
  - 3/60 to 1/60 or field of vision 100;
  - FC at 1 foot to Nil or field of vision 100;
  - Total absence of sight.

The above said categories shall be regarded as permanent physical/visual disability in order to be eligible for concessions/ benefits in granting total exemption from undergoing the Compulsory Computer Training Program.

For availing the aforesaid benefit, such applicants/students will be required to submit a certificate issued by the Medical Superintendent of a State/Central Government Hospital to this effect.

For further details please visit Institute's website : [www.icsi.edu](http://www.icsi.edu)



## STUDENT SERVICES

### REGISTRATION AND POSTAL TUITION

#### 1. Cancellation of Registration

Registration of students registered upto and including March, 2005 stands terminated on expiry of five-year period on 28th FEBRUARY 2010 leading to the following immediate consequences :-

- Supply of 'Student Company Secretary' bulletin will be discontinued from February, 2010 onwards.
- Response sheets will not be accepted even if submitted and coaching completion certificates will not be issued (after the expiry of registration period)

They are advised to apply for registration de-novo/ extension of registration as per the guidelines published in this bulletin.

(Students whose registration is valid upto February, 2010 are, however, eligible to appear in June, 2010 examination without seeking extension of registration/ registration de-novo subject to fulfilling other requirements laid down in the registrations.)

#### 2. Change of Address

Change of address, if any, should be intimated to the Institute by sending a separate letter in this regard. While intimating the change in their mailing address, the students are advised to invariably quote the PIN CODE number alongwith the student registration number, name and full postal address with city, state in capital letters.

PIN CODE is required to be mentioned for quick delivery of the mail. Students may, therefore, check up the computerised mailing address as printed on the 'Student Company Secretary' bulletin. In case, it does not carry or carry the wrong PIN CODE number, the same may be intimated immediately quoting student registration number and full postal address with Postal Index Number so that it could be incorporated in the computerised mailing list.

#### 3. E-Mail Address of the Students

Those students who are having e-mail address may communicate the same to the Student Services Section at dss@icsi.edu, which will facilitate quick and economic communication from the Institute's side. The e-mail address may be sent in the following format.

**Name** :  
**Registration No.** :  
**E-Mail Address** :

#### 4. Students Identity Card

All the students appearing in the examination must hold Identity Card in the manner prescribed by the Institute, if not already obtained at the time of seeking registration. For obtaining the Identity Card, students are advised to obtain a proforma from the Headquarters/ Regional Offices of the Institute and send it again to the Institute duly filled up and attested as per instructions given in the prospectus/ registration letter.

Students who have so far not obtained Identity Cards are advised to write to the Institute immediately. The students should carry their Identity Cards without fail for appearing in the Institute's examination. If the Identity Card already issued has been lost or mutilated, student should send a request for obtaining duplicate Identity Card together with the mutilated Identity Card/Identity Card proforma duly filled in and attested together with Rs. 50/- towards duplicate Identity Card fee.

#### 5. Company Secretaries Examination - June, 2010

##### Examination Fee:

Foundation : Rs. 875 (Lumpsum)  
Executive : Rs. 900 (Per Module)  
Final/ Professional : Rs. 750 (Per Group/ Module)

Student seeking paperwise exemption for the first time (on qualification basis) are required to remit the exemption fee @ Rs. 100 per subject in addition to the examination fee on or before the last date.

#### 6. Compulsory Enrolment for Final Professional Course

Students who have passed/completed both groups/ modules of Intermediate/ Executive examination are advised to seek compulsory enrolment for undergoing coaching for the Final / Professional Programme on payment of Rs. 7500/- towards postal tuition fee.

##### Professional Programme Examination

##### Eligibility for admission/appearing in examination

Candidate will be admitted to the Professional Programme examination, if -

- He/She has registered himself/herself as a student for the Professional Programme at least nine calendar months prior to the month in which the examination commences. In other words, candidate registered as students upto and including the month of February in a year are eligible to appear in all the modules of the Professional Programme examination to be held in DECEMBER of that year, and those registered between March and August during a year are eligible to appear in all the four modules of the Professional Programme examination to be held in the month of June next year subject to satisfactory completion of compulsory coaching.
- However, a candidate registered as a student at least six calendar months prior to the month in which the examination commences may be allowed to appear in any one or two module(s) of the Professional Programme examination, that is to say, a candidate registered as a student upto and including the month of May in a year will be eligible for appearing in any one or two module(s) in DECEMBER examination and those who are registered from June onwards and upto and including the month of November in a year will be eligible to appear in any one or two module(s) of Professional Programme examination to be held in the month of June next year.

#### 7. Uniformity in Signatures

It has been observed that some of the enrollment applications / letters received from the students are either unsigned or bear different signatures from time to time.

All the students are, therefore, advised to maintain uniformity in their signatures on all the correspondence with the Institute including students identity card, enrollment application and attendance sheet provided in the examination hall at the time of writing examinations.

#### 8. Completion Of Coaching And Filling Up Of Examination Forms

At times queries are received by the Institute from the students with regard to filling up of examination forms for want of issue of coaching completion certificate. It is clarified that students (i) who are undergoing oral coaching , and (ii) students who have submitted or re-submitted their response sheets and/or would be submitting or re-submitting the response sheets within the stipulated period, are eligible to fill up the examination forms for the respective session of examination. Such students need not withhold the submission of their examination forms for want of coaching completion certificates. The students concerned are advised to make a note in the application form to the effect that they are undergoing oral coaching/have submitted response sheets and are awaiting coaching completion certificates. Since there cannot be any change with regard to the closing date for submission of examination forms, students need not wait for the issue of coaching completion certificates for filling up their examination forms. They are advised to mention against the appropriate column in the enrolment application form that coaching completion certificates are being awaited.

Students who were issued with limited permission letters, for appearing in December, 2009 examination, are advised to submit the deficient response sheets immediately as such students, if failed, will not be allowed to appear in June, 2010 examination, unless they are issued with the regular coaching completion certificates (s) for the group (s) for which limited permission letter was issued.

Students who secure 35% or more marks in aggregate and 30% marks in individual paper in a group in December, 2009 examination,

# Student Services

are advised to submit photocopy of the marks sheet for the issue of Coaching Completion Certificate, if eligible.

## 9. Submission Of Response Sheets For June 2010 Examination

The last date for receipt of response sheets, including resubmission, if any, from the students who wish to be enrolled for the **JUNE 2010** examination is **28.02.2010**. Students are advised to send the response sheets to the Institute in a regular flow without waiting for the last date. The last date mentioned above is just an indicator for students who suitably plan their submission. This will not only give the Institute reasonable time to get the response sheets evaluated in time but also an opportunity to the Students to resubmit the response sheets in which they have failed to obtain a minimum of forty percent marks. Students are advised to get acknowledgement from the Institute for the response sheets sent by attaching a self addressed stamped post card. It may be noted that credit is given for the response sheets received in the Institute on or before the stipulated due date, as above. Name of student, registration number, subject, test paper number, number of sheets used and postal address with PIN code number should be written on the title sheets attached with each response sheets. The above information may also be indicated on the first, middle and last page of each response sheet besides mentioning the Registration Number on each page on the right hand corner on top. It will facilitate early evaluation and return of the evaluated response sheets. It may be noted that no response sheet will be entertained by the Institute in the absence of above information. Accordingly, no credit will be given to students of such response sheets received by the Institute.

Students are also advised to write the subject/paper, number of sheets used and examination correctly on the title sheet before sending the response sheets to the Institute. Similarly, relevant title sheets may be appending with them. There are separate title sheets for Foundation, Intermediate and Final course. Even when the response sheets are sent in a bunch, complete particulars are to be given on each title sheet and first, middle and last pages of each response sheet. No cognizance of the response sheets will be taken if the student fail to comply with the above instructions. It is emphasized that separate title sheets are to be attached with each response sheet.

Students are aware that the Institute has made arrangements for acceptance of response sheets for Foundation, Intermediate and Final Course in its Regional/ Chapter Offices in Ahmedabad, Bangalore, Kolkata, Chennai, Delhi, Hyderabad, Jaipur, Kanpur, Mumbai, Madurai and Pune. Students located in and around these cities are advised to contact and submit their response sheets in the respective Regional/Chapter offices.

## 10. Clarification Regarding Paperwise Exemption

- The paperwise exemption is granted only on the basis of specific request received in writing from a registered student along with the attested photocopies of marks sheets for all parts of the Degree/examination (on the basis of which the paperwise exemption is sought) and the exemption fee @ Rs. 100/- per paper. It is one time payment and not to be remitted for availing of paper wise exemption in every session of examination during the validity of registration period.
- The application for claiming paperwise exemption must reach the Institute on or before the last date for submission of enrolment application i.e. 25th March and 25th September for June and DECEMBER examinations respectively and with a late fee of Rs. 100/-, the application can be accepted upto 9th April and 10th October respectively.
- The paperwise exemption once granted holds good during the validity of registration period or passing/completing the examination, whichever is earlier.
- The paperwise exemption is cancelled only on receipt of a specific request in writing from the student concerned on or before the last date for submission of the enrolment application. If any candidate appears in the exempted

paper(s) of examination without receiving the written confirmation from the Institute, but by making personal representation, appeal, request, etc., at the Examination Centre at the last moment, his/her appearance in such paper(s) shall automatically be treated as cancelled.

- It may be noted that candidates who apply for grant of paper wise exemption or seek cancellation of paper wise exemption already granted, before the last date of submission of enrolment applications for a particular examination, must see and ensure that they receive written confirmation from the Institute at least 15-20 days prior to the commencement of the examination. Candidates who would presume automatic grant or cancellation of paper wise exemption without obtaining written confirmation on time and absent themselves in any paper(s) of examination and/or appear in the exempted paper(s) would do so at their own risk and responsibility and the matter will be dealt with as per the above guidelines.
- Exemption once cancelled on request in writing shall not be granted again under any circumstances.
- The candidates who have passed either group of the Intermediate/Final examination under the old syllabus, may claim the paperwise exemption in the corresponding subject(s) of new syllabus indicating the basis of exemption as "APO" in the appropriate column of the enrolment application.
- In case the paperwise exemption has already been granted on the basis of qualification or the candidates is eligible for grant of exemption on the basis of securing 60% or more marks, a photocopy of the letter/marks-sheet issued by the Institute should be enclosed with the enrolment application while claiming such exemption, failing which the same may not be granted for the ensuing examination.
- No exemption fee is payable for availing paperwise exemption on the basis of "APO" or on the basis of securing 60% or more marks in the Institute's examination.
- Paperwise exemption fee is payable only when the exemption is to be availed on the basis of qualification(s) specified for the purpose.

## 11. Exemption from Computer Training

In terms of Company Secretaries Regulation, 1982 (as amended) all student are required to successfully undergo a compulsory Computer Training Programme for becoming eligible to seek enrolment to appear in CS Executive Programme examinations.

The Institute, in compliance of the above said requirements, has tied up with M/s APTECH Limited on providing Computer Training to the Students of the Institute at subsidized rates; through which 70 hours of computer training shall be provide to the students/members of the institute in all centre of APTECH all over the country. To undergo this course, a student/member has to approach any APTECH centre recognized for ICSI-APTECH course, a student/member has to deposit the requisite fees and fulfill the formalities as per the requirements of M/s APTECH.

The list of APTECH centres including detailed course contents, module details and topic-wise time duration etc. can be had through the option Students – ICSI APTECH Course on the Institutes website i.e. [www.icsi.edu](http://www.icsi.edu) / [www.icsi.in](http://www.icsi.in)

A student can be exempted from undergoing the course on the basis of his existing qualification / degree in the computer field and qualifies the need of 'Course Contents Syllabus' as scheduled by APTECH for C.S. Students, subject to the condition that he or she enrolls himself / herself for an online exemption test (to be conducted by APTECH) from any of the APTECH Center on all India basis and successfully clears the test

In case of any specific problem/complaint regarding registration, post-registration, students services and postal/oral coaching, students may contact personally or write to **SOHAN LAL**, Director and for academic guidance and suggestions, if any, students may write to **SUTANU SINHA**, Director at the Institute's address.



# Student Services

## GUIDELINES FOR SWITCH OVER TO NEW SYLLABUS

The Council in exercise of the powers vested under clause (a) of Sub-section (2) of section 15 of the Company Secretaries Act, 1980 as amended by the Company Secretaries (Amendment) Act, 2006- has approved the New Syllabus and decided as under :-

- The last Final Examination under the existing syllabus as specified in Part III of Schedule CCB shall be held in December 2010 and the syllabus specified in the said Part III of Schedule CCB shall cease to operate after the said examination.
- All students who are not able to complete the Foundation/ Intermediate/Final Examination under the existing syllabus as specified in Part-I, Part- II and Part-III of Schedule CCB shall compulsorily be required to appear under the New Syllabus effective from December 2009, June 2010 and June 2011 sessions of CS Examination(s) respectively.
- Subjects under the New Syllabus are :-**

### CS FOUNDATION PROGRAMME

- English & Business Communication
- Economics and Statistics
- Financial Accounting
- Elements of Business Laws and Management.

### CS EXECUTIVE PROGRAMME

#### Module-I

- General and Commercial Laws
- Company Accounts, Cost and Management Accounting
- Tax Laws

#### Module-II

- Company Law
- Economic and Labour Laws
- Securities Laws and Compliances

### CS PROFESSIONAL PROGRAMME

#### Module-I

- Company Secretarial Practice
- Drafting, Appearances and Pleadings

#### Module-II

- Financial, Treasury and Forex Management
- Corporate Restructuring and Insolvency

#### Module-III

- Strategic Management, Alliances and International Trade
- Advanced Tax Laws and Practice

#### Module-IV

- Due Diligence and Corporate Compliance Management
- Governance, Business Ethics and Sustainability

TABLE OF CORRESPONDING EXEMPTIONS (PAPERWISE)

Final Course	CS Professional Programme
<b>Group-I</b>	<b>Module-I</b>
Advanced Company Law & Practice	Company Secretarial Practice
Secretarial Practice Relating to Economic Laws & Drafting & Conveyancing	Drafting, Appearances and Pleadings
Secretarial Management & Systems Audit	Due Diligence & Corporate Compliance Mgt. (Module-IV)
<b>Group-II</b>	<b>Module-II</b>
Financial, Treasury & Forex Management	Financial, Treasury & Forex Management
Corporate Restructuring Law and Practice	Corporate Restructuring & Insolvency
Banking & Insurance Law and Practice	Governance, Business Ethics & Sustainability (Module-IV)
<b>Group-III</b>	<b>Module-III</b>
World Trade Organisation, International Trade, Joint Ventures and Foreign Collaboration	Strategic Management, Alliances and International Trade
Direct and Indirect Taxation Law and Practice	Advanced Tax Laws and Practice
Human Resources Management and Industrial Relations	Governance, Business Ethics and Sustainability (Module-IV)

Students switching over to the New Syllabus shall be eligible to seek exemption in the corresponding subject(s) of the New Syllabus on the basis of having passed/secured exemption in any individual subject/group under the Old Syllabus as per table of corresponding exemptions noted above.

Similarly, students who have partially completed coaching, shall be exempted on their switchover from undergoing coaching in the corresponding subject(s) of the New Syllabus on the basis of their having completed coaching in the individual subject(s)/ group(s) under the Old Syllabus as per the table of corresponding exemptions given in para-5 above. They shall, however, be required to undergo and complete coaching in the remaining subjects in order to become eligible to appear in a particular module under the New Syllabus. Due credit for the response sheets already submitted under the Old Syllabus for any subject shall be available where there is a corresponding subject under the New Syllabus. Such students are required to submit response sheets for the remaining subjects under the New Syllabus. Students having successfully completed the coaching for any particular group(s) under the Old Syllabus; shall be deemed to have completed the coaching for the respective module(s) under the New Syllabus.

While purchase of Study Materials under the New Syllabus is not compulsory on the part of the students who switchover to the New Syllabus - those students who require the same may obtain it by remitting Rs. 120/- per study material by hand and Rs. 160 per study material by post by way of Demand Draft drawn in favour of the institute of Company Secretaries of India, payable at New Delhi.

Please note that once a candidate has been switched over to the New Syllabus, he/she shall not be allowed to revert to the Old Syllabus under any circumstances.

**Note : If interested to switch over to the New Syllabus for CS Professional Program, you are advised to opt for the same on declaration of the results for December 2009 of CS Examination *vis-à-vis* while seeking to appear in June 2010 session of CS Professional Program examination.**

## EXAMINATION

### 1. DECLARATION OF DECEMBER, 2009 EXAMINATION RESULTS

The results of the Foundation Programme, Executive Programme and Professional Programme (New Syllabus) and Intermediate and Final (Old Syllabus) examinations of the company secretaries held in December, 2009 are scheduled to be declared at **12.00 Noon. on 25th February, 2010**. The results would be displayed in the following manners :

- (i) All-India Results — Roll Number List of Successful Candidates will be displayed simultaneously on the Notice Boards at the Institute's Headquarters and Offices of the Regional Councils;
- (ii) Centrewise Results — Roll Number List of Successful Candidates related to Examination Centre concerned would be sent to the respective Chapter for display on the Notice Boards of the Chapter; and
- (iii) The results alongwith individual candidate's subjectwise break-up of marks will also be available on Institute's Website [www.icsi.edu](http://www.icsi.edu) on 25th February, 2010 from 12.00 Noon onwards.

The result-cum-marks statements will be despatched to all candidates latest by 05th March, 2010. Meanwhile, if there has been any change in the mailing address of a candidate, he/she should immediately intimate the same enclosing a self-addressed envelope of 23 cms. x 11 cms. size for posting his/her result-cum-marks statement at the new/changed address. Further, any candidate who does not receive his/her result-cum-marks statement by 20th March, 2010, should immediately write to the Sr. Director (Exams.) for issuing duplicate marks statement giving relevant particulars, i.e., his/her name, student registration number, stage of examination and group(s) in which he/she appeared, roll number, examination centre along with a self-addressed stamped envelope worth Rs.5/- for ordinary post and worth Rs.25/- for receiving the duplicate marks-statement through Speed Post.

### 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, 2009 examination. Accordingly, an interested candidate can apply for verification of marks on plain paper in his own handwriting together with requisite fee @ Rs.100/- per subject within 30 days from the date of declaration of results, i.e., upto 25th March, 2010. **Candidates are advised not to club any other query/matter or remittance 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 2-3 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 will be hosted on the Institute's website: [www.icsi.edu](http://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 30th April, 2010, he/she should write to the Sr. Director (Exams.) giving relevant details – (i) his/her name; (ii) student registration number; (iii) stage of examination and roll number; (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 drawee and drawer bank; and (vii) complete postal address along with PIN Code.

### 3. JUNE, 2010 EXAMINATIONS

The next Foundation Programme, Executive Programme and Professional Programme examinations (under New Syllabus) and Final examination (under Old Syllabus) will be held from Wednesday, the 02nd June, 2010 to Thursday, the 10th June, 2010, as per the Time-Table and Programme published on the last page of this issue. The last date for receipt of enrolment application for June, 2010 examinations in the Institute together with the requisite examination fee is 25th March, 2010 and with late fee of Rs.100/- upto 9th April, 2010.

**Important: Candidates should note that non-receipt/delayed**

**receipt of result-cum-marks statement, response to result queries, 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 for the next examinations. Therefore, the candidates in their own interest are timely advised to keep track of important announcements, last dates and observe the time schedule.**

### 4. USE OF CALCULATORS IN EXAMINATIONS

Candidates are allowed to bring and use their own 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. HINDI AS OPTIONAL MEDIUM FOR WRITING THE EXAMINATIONS

Candidates are allowed to use Hindi as an optional medium for writing all papers of the Foundation Programme (**except the 'English & Business Communication' paper**), Executive Programme, Professional Programme (New Syllabus) and Final (Old Syllabus) examinations on the following conditions:

- (i) option of Hindi Medium for writing the examination is to be exercised for all papers of an examination OR a particular group of examination, and not for any individual paper(s) in the enrolment application form each time for appearing in the examination;
- (ii) option of medium for writing 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 cancelled without any notice;
- (iv) candidates who have exercised option of Hindi Medium in their examination enrolment form for writing Foundation Programme and Module-I of Executive Programme Examinations will be provided Question Papers printed both in English and Hindi version (**except for 'English & Business Communication' paper of Foundation Programme, which will be printed/required to be answered in English only**). The Question Papers for Module-II of Executive Programme, all papers of Professional Programme and Final examinations will be printed in English version only;
- (v) if a candidate writes his/her answers in **HINDI MEDIUM** without exercising such an option in the enrolment application form, he/she may not be given credit for his/her answers;
- (vi) candidates opting Hindi Medium for the examination must write **HINDI MEDIUM** in bold letters on the top of the cover page of **Answer Book No.1, 1B**, as the case may be; and
- (vii) candidates opting Hindi Medium for examination may write answers to practical questions, headings, quotations, technical and legal terms, sections, rules, etc., in English, if they so desire.

### 6. AVAILING OF CONCESSION/ASSISTANCE BY PHYSICALLY DISABLED CANDIDATES IN EXAMINATION

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

# Student Services

## ICSI/CS/01/ 2010

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 Final Course/Professional Programme examinations on the basis of their meritorious performance in the Foundation Course/ Foundation Programme and Intermediate/Executive Programme Examinations of 'company secretaryship' held in June, 2009:

### FOR EXECUTIVE PROGRAMME

Sl. No.	Name of the student	Registration No.
1.	KALA KRISHNAN	420663110/08/2009
2.	RACHIT MEHROTRA	120340580/08/2009
3.	POOJA JAIN	220739780/08/2009
4.	PRIYANJALI AGARWAL	220759175/08/2009
5.	MEGHA JAIN	220757660/08/2009
6.	NIRAJ JINDAL	120352980/08/2009
7.	ATIKA GUPTA	220746868/08/2009
8.	VIVEK AGARWAL	120344386/08/2009
9.	KRITI JAIN	220762281/08/2009
10.	ANUJ MUNDRA	220737221/08/2009
11.	ARJUN AGGARWAL	220732443/08/2009
12.	DIPESH AGARWAL	120334442/08/2009
13.	ABHILASHA AGARWAL	220747546/08/2009
14.	RITIKA KHARBANDA	220737214/08/2009
15.	NIKITA JAIN	120354740/08/2009
16.	NEHA BAID	220736031/08/2009
17.	NALIN	420693018/08/2009
18.	SIDDHARTH KHUNTETA	220747487/08/2009
19.	MOLLY MONDAN	220741216/08/2009
20.	PALAK JAIN	220774549/08/2009
21.	GUNJAN JAIN	220775072/08/2009
22.	RAHUL KUMAR AGARWALLA	320521255/08/2009
23.	URMI CHHAPARIYA	220742940/08/2009
24.	SAJITA CHANDRASEKHARAN NAIR	420684231/08/2009
25.	NIKITA SHARMA	220754301/08/2009
26.	DIVYA LIGORY MASCARENHAS	420676023/08/2009
27.	DHANANJAY PRATAP SINGH	420666179/08/2009
28.	MAYURA JAYANT PAI BHALE	420699891/11/2009

### FOR FINAL COURSE/PROFESSIONAL PROGRAMME

Sl. No.	Name of the student	Registration No.
1.	SUDESH AGRAWAL	120296327/08/2008
2.	JITENDRA NILBA DORLE	420567932/08/2008
3.	SAPNA U R	320423558/02/2008
4.	KIRTI KUMAR MAHESHWARI	220507612/09/2006
5.	ARUNA NATARAJAN	420552866/08/2008
6.	SANKEY KANODIA	120288918/08/2008

7.	BHAWANA SHARMA	220621370/08/2008
8.	KAVITHA RAO D B	320451505/08/2008
9.	NUTAN AGRAWAL	320451488/05/2008
10.	NITIN SINGHANIA	120292499/08/2008
11.	GARIMA GAJENDRA JAIN	220595448/03/2008
12.	ARUN SUSHILKUMAR BHAKKAD	420577547/08/2008
13.	PRACHI NANDAN DATAR	420545832/07/2008
14.	PUNIT KUMAR KEDIA	120288248/08/2008
15.	VIKAS JAIN	220629577/08/2008
16.	VARUN JAYESH NAGDA	420557903/08/2008
17.	VANDANA RAJPRIYA	220640374/08/2008
18.	NIPUN AGRAWAL	420556513/08/2008
19.	NIDHI NAREDI	420571546/08/2008
20.	KEDAR ANAND JUNNARKAR	420545848/07/2008
21.	PRATIK UPENDRA SHIRSIKAR	420536109/05/2008
22.	HARDIK JAGDISH THAKKAR	420578575/08/2008
23.	RAHUL GABA	220617443/08/2008
24.	KAPIL BANSAL	220612390/08/2008
25.	VISHNA RAM JAKHAR	220615514/08/2008
26.	S KRITHIKA	320440241/08/2008
27.	REKHA LAKHOTIYA	320447120/08/2008

BY ORDER OF THE COUNCIL

Date: 27.01.2010  
New Delhi

( N K JAIN )  
(SECRETARY & CEO)



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

**CENTRE FOR CORPORATE GOVERNANCE,  
RESEARCH & TRAINING (CCGRT)**

Seminar on

**PERSONALITY DEVELOPMENT**

Learn how to :

- Become confident
- Feel satisfied and rich
- Become Popular
- Be treated the way you want
- Feel stronger without any exercise
- Win people over

**VAST Presenter : His Grace Kamala Lochan Das**

**Venue :** ICSI-CCGRT Training Hall, Plot No. 101, Sector 15, Institutional Area, CBD Belapur, Navi Mumbai – 400 614.

**Date :** Saturday, March 20, 2010

**Time :** 02.45pm to 06.00pm

**Fees :** General : Rs. 500/- per participant  
Students (50% Discount) : Rs. 250/- per Student

**Students attending the program would be entitled to certificate of participation.**

**Annual Members of ICSI-CCRT free of Cost**

**For Registration :**

The Fees may be drawn by way of D.D / local cheque payable at Mumbai in favour of "ICSI-CCRT A/c" and sent to **Shri Gopal Chalam**, Dean, ICSI-CCGRT, Plot No. 101, Sector -15, Institutional Area, CBD Belapur, Navi Mumbai – 400 614. Ph. 022-27577814, 4102 1515

Fax – 022-2757 4384, email : ccgrrt@vsnl.net

# Student Services

## ALL INDIA MERIT LIST

**LIST OF FIRST 25 TOP RANKERS WHO HAVE PASSED ALL PAPERS OF FOUNDATION PROGRAMME, EXECUTIVE PROGRAMME AND PROFESSIONAL PROGRAMME EXAMINATIONS WITHOUT EXEMPTION IN ANY PAPER, IN ONE SITTING, IN JUNE, 2009 :**

### EXAMINATION: FOUNDATION PROGRAMME

S. No.	RANK	NAME OF THE CANDIDATE	ROLL NO	REGISTRATION NO.
1	1	KALA KRISHNAN	28466	410241185/09/2008
2	2	KANAV DUA	24604	210399171/08/2008
3	3	RACHIT MEHROTRA	18847	110149405/07/2008
4	3	POOJA JAIN	22574	210415590/09/2008
5	4	PRIYANJALI AGARWAL	24446	210409043/09/2008
6	5	MEGHA JAIN	23164	210396341/08/2008
7	6	ANIRUDH SAREEN	24605	210399310/08/2008
8	7	NIRAJ JINDAL	18782	110145662/03/2008
9	7	ATIKA GUPTA	23023	210379564/05/2008
10	8	VIVEK AGARWAL	18880	110150236/08/2008
11	8	KRITI JAIN	22488	210401872/09/2008
12	9	ANUJ MUNDRA	22192	210410135/09/2008
13	10	ARJUN AGGARWAL	24581	210390457/06/2008
14	11	DIPESH AGARWAL	19018	110154844/09/2008
15	12	ABHILASHA AGARWAL	23035	210380621/06/2008
16	12	RITIKA KHARBANDA	25285	210417101/09/2008
17	13	NIKITA JAIN	19181	110159662/09/2008
18	13	NEHA BAID	20983	210405481/09/2008
19	13	NALIN	22662	410243763/09/2008
20	13	SIDDHARTH KHUNTETA	23427	210420251/09/2008
21	13	MOLLY MONDAN	24032	210401197/09/2008
22	13	PALAK JAIN	24685	210383056/06/2008
23	13	GUNJAN JAIN	25363	210394701/08/2008
24	14	RAHUL KUMAR AGARWALLA	18881	110150241/08/2008
25	14	URMI CHHAPARIYA	25464	210412473/09/2008
26	14	SAJITA CANDRA-SEKHARAN NAIR	29389	410229875/07/2008
27	15	NIKITA SHARMA	24472	210423803/09/2008
28	15	DIVYA LIGORY MASCARENHAS	28155	410217066/03/2008
29	15	DHANANJAY PRATAP SINGH	28461	410240604/09/2008
30	15	MAYURA JAYANT PAI BHALE	28675	410224430/05/2008
31	16	ANURAG RUNGTA	19264	110161411/09/2008
32	16	PRIYANKA AGGARWAL	21476	210387824/07/2008
33	16	SUSHAN ARORA	22593	210418554/09/2008
34	16	SUVEER GAUR	23489	210427188/09/2008

35	16	SAKSHI GUPTA	24619	210405918/09/2008
36	16	SUMIT SINGHAL	26320	310138651/08/2008
37	16	MANALI JAYKAR PANCHAMIA	28436	410239150/09/2008
38	17	PUSHKAR AGARWAL	18969	110153513/09/2008
39	17	HARSHITA SARAOGI	20247	110161655/09/2008
40	17	VRINDA CHITLANGIA	23508	210428771/09/2008
41	17	N ARJUN	25900	310139077/08/2008
42	17	CHIRAG KUMABHAT M	25902	310139115/08/2008
43	17	PRIYA ASHOK JATIA	27922	410242293/09/2008
44	17	KALYANI KIHORE KHUPERKAR	28835	410229351/07/2008
45	18	YASHI NANGALIA	20130	110155336/09/2008
46	18	NEHA GUPTA	21421	210383571/06/2008
47	19	HEMANT BANTHIA	18763	110140790/03/2008
48	19	SHIVANI SOMANI	25280	210416200/09/2008
49	20	JUHITA SAHA	18981	110153799/09/2008
50	20	AMIT CHAWLA	20645	210397954/08/2008
51	20	PRANEET U KANKARIYA	25923	310145072/08/2008
52	20	DHANYA T	26119	310142604/09/2008
53	20	PRIYANKA SHRIVASTAVA	27413	410227208/07/2008
54	21	MANISH AGARWAL	19017	110154839/09/2008
55	21	MUKUND MOHTA	19996	110114248/02/2007
56	21	A VISHWAK	26291	310133788/03/2008
57	21	LAJJA RAJESH KUMAR SHAH	28439	410239187/09/2008
58	22	RIMMY CHOWDHURY	18861	110149649/07/2008
59	22	NIKITA SINGHANIA	18922	110151673/08/2008
60	22	PUJA KUMARI	19873	110150751/08/2008
61	22	NEHA BHAGAT	20174	110157345/09/2008
62	22	RICHA SINGH	21609	210401771/09/2008
63	22	PULKITA RAJVANSHI	21634	210402961/09/2008
64	22	NEHA MITRUKA	21635	210402975/09/2008
65	22	SONIA CHOWDHURY	22196	210410805/09/2008
66	22	DEEPTI	22466	210395823/08/2008
67	22	ANSHU SABOO	23091	210389525/07/2008
68	22	ANKITA AGARWAL	23362	210414992/09/2008
69	22	ABHISHEK DAGUR	23366	210415096/09/2008
70	22	DEEPAK M J	26699	310136348/06/2008
71	22	USHMA SANJEEV SHAH	27893	410238493/09/2008
72	22	NIYATI SURESH KOTHARI	28452	410240136/09/2008
73	23	VINAY SARAOGI	19082	110156571/09/2008



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74	23	ROUNAK KHEMKA	19271	110161549/09/2008
75	23	SAKET KUMAR JAIN	19488	110150730/08/2008
76	23	NITESH MAHESHWARI	19621	110149118/07/2008
77	23	AISHWARYA KHANDELIA	21065	210417021/09/2008
78	23	MEENU GUPTA	21066	210417037/09/2008
79	23	RAUNAK AIRAN	21266	110152633/09/2008
80	23	SAURABH MAHESHWARI	22470	210397263/08/2008
81	23	ANKITA SHARMA	23169	210396538/08/2008
82	23	NEHAL KETAN GANDHI	28235	410226476/07/2008
83	23	GEMAWAT ABHISHEK KOMALCHANDRA	29204	410221275/04/2008
84	24	NANDESHWAR DUBEY	18764	110141061/03/2008
85	24	SHASHI PODDAR	19225	110160531/09/2008
86	24	SIKHA MODI	19527	110158002/09/2008
87	24	SIDHI ISHARWALIA	19554	210412741/09/2008
88	24	NEHA AGARWAL	19908	110157648/09/2008
89	24	RASHMI BAJAJ	20106	110154228/09/2008
90	24	AYUSH GUPTA	21726	210416423/09/2008
91	24	DIBYA	21746	210418310/09/2008
92	24	ANKITA GUPTA	22072	210384430/07/2008
93	24	ANISHA CHHABRA	22202	210415691/09/2008
94	24	ANISHA MAHAJAN	22779	210365061/03/2008
95	24	AARISH SAREEN	24637	210412372/06/2008
96	24	ANSHU NAGPAL	25263	210408551/09/2008
97	24	ANUJ ASHOK GUPTA	27814	410228788/07/2008
98	24	GAUTAM MURARILAL GUPTA	27913	410240486/09/2008
99	24	SHRUTI GOYAL	29156	410239352/09/2008
100	25	DEEPALI BANSAL	21610	210401792/09/2008
101	25	REVATHY NAIR	21712	210412797/09/2008
102	25	ANUBHA SHARMA	23021	210379543/05/2008
103	25	TARANG BHALOTIA	23186	210397136/08/2008
104	25	KANIKA PHOPHALIA	23987	210373930/03/2008
105	25	AANGANDEEP KUKREJA	24617	210404481/09/2008
106	25	ISHVINDER KAUR	25131	210385916/07/2008
107	25	G KAUSHIK	25930	310145269/09/2008
108	25	ALPA P	25963	310146911/09/2008
109	25	ADITYA SUNIL AGARWAL	28482	410242528/09/2008

### EXAMINATION: EXECUTIVE PROGRAMME

1	1	SUDESH AGRAWAL	32537	120296327/08/2008
2	2	JITENDRA NILBA DORLE	51534	420567932/08/2008

3	3	SAPNA U R	45446	320423558/02/2008
4	4	KIRTI KUMAR MAHESHWARI	40382	220507612/09/2006
5	4	ARUNA NATARAJAN	49768	420552866/08/2008
6	5	SANKEY KANODIA	30856	120288918/08/2008
7	6	BHAWANA SHARMA	37902	220621370/08/2008
8	7	KAVITHA RAO D B	45455	320451505/08/2008
9	7	NUTAN AGRAWAL	46645	320451488/05/2008
10	8	NITIN SINGHANIA	30938	120292499/08/2008
11	9	GARIMA GAJENDRA JAIN	38706	220595448/03/2008
12	9	ARUN SUSHILKUMAR BHAKKAD	47510	420577547/08/2008
13	10	PRACHI NANDAN DATAR	52710	420545832/07/2008
14	11	PUNIT KUMAR KEDIA	30829	120288248/08/2008
15	11	VIKAS JAIN	38782	220629577/08/2008
16	12	VARUN JAYESH NAGDA	54358	420557903/08/2008
17	13	VANDANA RAJPRIYA	35289	220640374/08/2008
18	13	NIPUN AGRAWAL	48123	420556513/08/2008
19	13	NIDHI NAREDI	48618	420571546/08/2008
20	13	KEDAR ANAND JUNNARKAR	52711	420545848/07/2008
21	14	PRATIK UPENDRA SHIRSIKAR	52693	420536109/05/2008
22	14	HARDIK JAGDISH THAKKAR	54444	420578575/08/2008
23	15	RAHUL GABA	36539	220617443/08/2008
24	15	KAPIL BANSAL	38217	220612390/08/2008
25	15	VISHNA RAM JAKHAR	38897	220615514/08/2008
26	15	S KRITHIKA	43202	320440241/08/2008
27	15	REKHA LAKHOTIYA	44904	320447120/08/2008
28	16	VANDANA J DOSHI	30836	120288408/08/2008
29	16	NIKITA SABOO	37820	220607802/06/2008
30	17	MANOJ KUMAR TIWARI	32478	120289401/08/2008
31	17	NAVISHA SINGHAL	36579	220638865/08/2008
32	17	ARTI CHANDRAKANT THAKKAR	47423	420543924/06/2008
33	18	KANIKA KHANDELWAL	32798	220608197/06/2008
34	18	SANJEEV JAIN	34179	220584121/02/2008
35	18	RAHUL AGARWAL	38216	220612402/08/2008
36	18	AMITA HANSRAJ GALA	50969	420558155/08/2008
37	19	ARCHIT GROVER	39824	220627632/08/2008
38	19	JUGAL SHASHIKANT PAREKH	49767	420551970/07/2008
39	20	SHILPUM MAHENDRA	30939	120292500/08/2008
40	20	RONAK PARMANANDKA	31091	120296682/08/2008
41	20	SAURABH CHAKRAVORTY	34200	220615227/08/2008



## Student Services

42	20	ARUNITA JAIN	37989	220628347/08/2008
43	20	JYOTI BANG	38775	220622781/08/2008
44	20	PATEL BHAVIN BHARATKUMAR	47418	420543802/06/2008
45	20	ARPIT GAUR	48625	420572085/08/2008
46	21	SONU KUMAR AGARWAL	30971	120293358/08/2008
47	21	MADHUR BAJAJ	35226	220613159/07/2008
48	21	SORABH BOTHRA	37895	220621158/08/2008
49	21	VINEET AGARWAL	37896	220621243/08/2008
50	21	VIKASH SONI	38774	220622144/08/2008
51	21	SHRUTHI B N	42466	320389849/05/2007
52	21	MAHAMMADSAMIR ABDULKARIM MEMAN	47630	420582791/08/2008
53	22	SAWANKUMAR RUSHABHBHAI JAIN	47407	420543541/06/2008
54	23	TEJASVE JAIN	34255	220637858/08/2008
55	23	SUMIT KUMAR AGRAWAL	34273	220643021/08/2008
56	23	PATHUBHAI BALVANT JADAV	47619	420582601/08/2008
57	24	AYUSHEE AGARWAL	32797	220608181/06/2008
58	24	CHETAN SOMANI	34238	220634401/08/2008
59	24	NEHA KOTHARI	40409	220645432/08/2008
60	24	RUCHI CHAWDA	44873	320437690/07/2008
61	24	BHAVEKA CHANDULAL RANPARIA	50836	420541814/06/2008
62	24	BANKA ANKITA SHYAM SUNDER	53467	420555473/08/2008
63	24	SUJIT VILAS ARGADE	54425	420576651/08/2008
64	25	HARISH AGARWAL	32458	120287580/08/2008
65	25	RAHUL SARIA	32479	120289415/08/2008
66	25	KARAN GOGIA	33373	220618351/08/2008
67	25	VIPIN SHARMA	34208	220617438/08/2008
68	25	YASHASVI JAIN	37914	220621880/08/2008
69	25	NIRMAL JAIN	38757	220617645/08/2008
70	25	NARENDRA BHERULAL SHAH	47377	420514545/11/2007

### EXAMINATION: PROFESSIONAL PROGRAMME

1	1	ABHINAV KUMAR K P	65695	320397811/08/2007
2	2	MEHTA JAYMIT AMITKUMAR	68524	420481848/05/2007
3	3	GARIMA AGARWAL	60348	220558235/08/2007
4	4	VINEET VIMAL JAIN	70461	420505502/08/2007
5	5	PAVAN JAIN S	64577	320401724/08/2007
6	6	MEENAKSHI GUPTA	63253	220538473/07/2007
7	7	KAMNA	58200	220529648/04/2007
8	7	SHUBHAM GIRISH CHAND GOYAL	68529	420482000/05/2007
9	8	SUMIT KUMAR	60341	220529547/04/2007
10	9	ANKIT KAILASH MAHESHWARI	68518	420476870/05/2007

11	10	ANUMALLA KIRAN KUMAR	67429	320396155/08/2007
12	10	ANANTA SANGEET KUMAR	70418	420469889/02/2007
13	11	VIBHA GARG	59220	220530665/04/2007
14	11	ANANDH SUNDAR	72769	420507118/08/2007
15	12	DEEPAK SURENDRA KABRA	72174	420498046/08/2007
16	13	RAHUL GARG	57870	220560052/08/2007
17	14	VAIBHAV GUPTA	59797	220540339/07/2007
18	14	PRIYANKA DHANESH NARANG	68535	420482190/05/2007
19	15	ANKUR AGARWAL	59823	220559651/08/2007
20	15	ANSHUL HARKUT	70451	420501472/08/2007
21	16	MEET SHARAD SHAH	68527	420481949/05/2007
22	17	SAURABH SHASHIKANT AGARWAL	72173	420497979/08/2007
23	18	CHANDRAKUMAR	64868	320398876/08/2007
24	19	VINEET MUNDHARA	64869	320402566/08/2007
25	20	JITENDRA NAGPAL	62743	220532982/05/2007
26	21	SUJIT S KAMAT	64578	320401731/08/2007
27	22	SHAH PRATIK GUNVANTKUMAR	68523	420481789/05/2007
28	23	ABHISHEK AGARWAL	56584	120254646/05/2007
29	24	HARSH RAJESH KOTHARI	70444	420495120/08/2007
30	25	KANAGARAJ R	64866	320388826/05/2007

**LIST OF TOP RANKERS WHO HAVE PASSED ALL PAPERS OF FOUNDATION, INTERMEDIATE AND FINAL EXAMINATIONS (OLD SYLLABUS) WITHOUT EXEMPTION IN ANY PAPER, IN ONE SITTING, IN JUNE, 2009 :**

### EXAMINATION: FOUNDATION

1	1	AMRITA MAHARANA	616	NU0350073/09/2007
2	2	SHARMA SONAL	1204	WU0199515/06/2007
3	3	SHOMA PAUL	459	NU0331144/08/2007
4	4	JAYASHREE MOHAN	821	SU0117351/08/2007
5	5	SACHIN KHANUJA	376	NU0332513/08/2007
6	6	RITAM PAL	307	EU0122092/07/2007
7	6	MRUDULA UDHALIKAR	1093	WU0205830/09/2007

### EXAMINATION: INTERMEDIATE

1	1	ARUNA M	3690	SR0404331/08/2007
2	2	TINA GEORGE	4589	SR0404347/08/2007
3	3	PARAB KANCHAN LALIT	5036	WR0502293/08/2007
4	4	JYOTI SHIKHA	1801	ER0267221/11/2007
5	5	SUPREETH HEGDE	3675	CR0331944/09/2007
6	6	SUCHIT MOHAN BARASKAR	5304	WR0369253/07/2004
7	7	VICKY OMPRAKASH AGARWAL	5303	WR0366961/07/2004
8	8	AFSAR ALI	1418	ER0249501/03/2007
9	9	PRASHANT KUMAR CHAUHAN	2237	NR0534354/05/2007
10	9	RAVIKANT	2470	NR0571567/11/2007

# Student Services

11	10	AMISHA NARENDRA SHAH	5030	WR0463235/11/2006
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## EXAMINATION: FINAL

1	1	SWATI KEJRIWAL	6277	ER0248125/01/2007
2	2	RAVI VARMA	6784	ER0246781/11/2006
3	3	SHIV SHANKAR SHAW	6851	ER0261671/08/2007
4	3	AMIT KUMAR THIRANI	7766	ER0263854/08/2007
5	4	SUNIL AGARWAL	6799	ER0250325/02/2007
6	4	AKSHITA AGRAWAL	17602	WR0424953/02/2006
7	5	GIRIRAJ DAMANI	6875	ER0263530/08/2007
8	6	NIKHIL JAIN	6852	ER0261739/08/2007
9	6	SRINIVASAN NARASIMHAN	14882	CR0332871/03/2008
10	7	ANURAG SOMANI	6795	ER0249924/02/2007
11	8	MAYANK BHOTIKA	6797	ER0250123/02/2007
12	9	ANAND AGARWAL	6874	ER0263445/08/2007
13	9	SAURABH LODHA	10287	NR0437988/02/2005
14	10	SABITA KHAITAN	6805	ER0250776/02/2007
15	10	MUKESH KEJRIWAL	6832	ER0255510/05/2007
16	11	PUJA VERMA	6758	ER0243227/08/2006
17	12	CHITRA S	12963	SR0342951/12/2005
18	13	GOLDY AGARWAL	6812	ER0252031/02/2007
19	13	MIRAL MANILAL SENGHANI	18228	WR0491431/08/2007
20	14	DEEPIKA CHANDAK	6842	ER0258516/08/2007
21	15	RICHA KHURANA	9532	NR0547979/08/2007
22	16	ANURAG GOYAL	9502	ER0240961/08/2006
23	17	NEHA KHETAWAT	6722	ER0233388/02/2006
24	17	SUMIT JAIN	6903	ER0265576/08/2007
25	18	AAYUSH BAGRI	6804	ER0250729/02/2007
26	18	ATUL MASKARA	6864	ER0262358/08/2007
27	18	SWATI SHARMA	9259	NR0547119/08/2007
28	19	MAMTA JAIN	6670	CR0333871/11/2008
29	20	SHIVAM AGRAWAL	9700	CR0334090/12/2008
30	20	PREETI RAJENDRA AGARWAL	15274	WR0456238/08/2006
31	21	ANKIT MALOO	6734	ER0240301/08/2006
32	21	SNEHA GOENKA	6900	ER0265188/08/2007
33	21	LALITHA RAMAKRISHNAN	12747	SR0346884/02/2006
34	22	GAURAV BHAIYA	6798	ER0250203/02/2007
35	22	SHYAM JEE JHA	7752	ER0253750/03/2007
36	22	NIDHI GULATI	8669	NR0480644/02/2006
37	23	SHIVANI JAIN	9976	NR0503173/08/2006
38	24	DEEPAK BOHRA	10295	NR0524287/02/2007
39	24	KARTIKEYA SINGHAL	11612	NR0498864/08/2006
40	25	AMIT KUMAR TRIPATHI	9530	NR0538574/07/2007

## ATTENTION STUDENTS

### CS EXECUTIVE EXAMINATIONS AND COMPULSORY COMPUTER TRAINING PROGRAM REG:

The Institute frequently receives communications from the students seeking guidance on various matters, particularly as to how to qualify the requirements of compulsory computer training program.

In terms of Company Secretaries Regulations, 1982 (as amended) all students are required to successfully undergo a compulsory Computer Training Program for becoming eligible to seek enrolment to appear in CS Executive Program examinations.

The Institute, in compliance of the above said requirements, has tied up with M/s APTECH Limited on providing Computer Training to the students of the Institute at subsidized rates; through which 70 hours of computer training shall be provided to the students/ members of the Institute in all Centers of APTECH all over the country. To undergo this course, a student/member has to approach any APTECH center recognized for ICSI-APTECH Course on all India bases. To take admission, the student/member has to deposit the requisite fees and fulfill the formalities as per the requirements of M/s APTECH.

**The list of APTECH Centers including detailed course contents, module details and topic-wise time duration etc. can be had through the options Students ICSI Aptech Course on the Institute's website i.e. [www.icsi.edu](http://www.icsi.edu)**

Salient features of the course in brief:

Title of the Course : 'Understanding Information Technology in Corporate Environment'

Duration of the Course : 70 Hours

Fee : Rs.3000/- per participant for General Category & Rs.2500/- Per participant for SC/ST Category. [All payment will be On-line or by Credit/Debit Card or by Demand Draft (Nationalized bank and large private banks only).

Service Tax and bank charges as per the GOI rules as Applicable from time to time shall be payable by **The student. Present rate of Service Tax @ 10.3 %.**

A student can be exempted from undergoing the course on the basis of his existing qualification/degree in the computer field subject to the conditions that he/she enrolls him/herself for an online exemption test (to be conducted by APTECH) at any of the recognized Aptech Center for ICSI-Aptech Course on all India bases and successfully clears the test. TWO attempts will be allowed for the student to clear the online exemption test within a period of 30 (thirty) days against the fees of Rs.450/-. *Service Tax and bank charges as per the GOI rules as applicable from time to time shall be payable by the student. Present rate of Service Tax @ 10.3 %.* Student has to appear for the online exemption test from the respective Aptech Testing Center, which will be allocated to him/her. All payments will be made online or credit/debit card or by demand draft.

## Student Services

### LIST OF INSTITUTES EMPANELLED IN IMPARTING THE ORAL COACHING FACILITIES TO THE CS STUDENTS UNDER PUBLIC/ PRIVATE PARTNERSHIP SCHEME.

S. No.	Name & Address of Empanelled Institutions	Validity for CS Session of Exam.
<b>EASTERN INDIA REGIONAL COUNCIL</b>		
1.	M/s Happy Coaching Institute Fatak, P.O. Budharaja Sambalpur-768 004, Orissa	December`09 & June`10 Session of CS Examinations.
2.	M/s JAIN Tutorials, Ganges Garden, BL: A-1 3rd Floor 106, K.C.S Road, Shibpur- Howrah-711 102 Telephone No. 033-2638 5571 Mobile No. 0-98312 55762	June`09 & December`09 Session of CS Examinations.
3.	The Director, M/s Institute for Inspiration & Self Development 1-B/200/1, Sector-III, Salt Lake City, Kolkata-700 106	June`10 and December`10 Session of CS Examinations.
4.	The Director, M/s Ambedkar Institute of Higher Education Boring Road (Dadji Lane)Patna-800 001 (Bihar)	June`09 & December`09 Session of CS Examinations.
5.	The Principal, M/s Haldia Law College, HIT Campus, Haldia Purba Medinipur 721 657 (W.B)	December`09 and June`10 Session of CS Examinations.
6.	The Principal, M/s Saptarshi College, Gandhi Nagar, First Line (Extension), Backside of Sai Complex, Berhampur (Ganjam), Odisha-760 001	June`10 and December`10 Session of CS Examinations.
<b>NORTHERN INDIA REGIONAL COUNCIL</b>		
1.	M/S G.G.D.S.D. College Distt. Kangra, Rajpur (Palampur), Himachal Pradesh	December`09 and June`10 Session of CS Examinations.
2.	M/s Springdale College of Management Studies, Madhotanda Road, Pilibhit-262 001 (U.P)	December`09 and June`10 Session of CS Examinations.
3.	M/s Delhi Institute of Professional Studies, 54, First Floor, Sukhdev Nagar, Civil Hospital Roadm Panipat-132 103 (Haryana)	December`09 and June`10 Session of CS Examinations.
4.	M/s Sainath Commerce Classes, C-20, Talwandi, Kota-324 005	December`09 and June`10 Session of CS Examinations.
5.	M/s Lucknow Commerce Academy, S-72/17, Old `C` Block Chauraha, Rajajipuram (Near Lekhraj), Lucknow-226 017	December`09 and June`10 Session of CS Examinations.
6.	The Director, M/s 1360, Staffing & Training Solutions Private Limited, 46, First Floor, Karanpur, Dehradun (U.P)	June`10 and December`10 Session of CS Examinations.
7.	M/S NGPA Taxation & Professional Services Pvt. Ltd., C-7/188, Sector-7, Rohini, Delhi-110 085	June`10 and December`10 Session of CS Examinations.
8.	M/s. Institute of Systematic Studies in Commerce, Behind Maharaja Hotel, Station Road Moradabad- 244001 (UP)	June`10 and December`10 Session of CS Examinations.
<b>WESTERN INDIA REGIONAL COUNCIL</b>		
1.	M/s Career Classes, 303, Shalimar Corporate Center, 8, South Tukoganj, Near Hotel Balwas, Indore (M.P)	December`09 and June`10 Session of CS Examinations.

2.	M/s Institute of Management Training & Research, Artha Complex, 2nd Floor, Near IMA House and Tapdiya Terrace, Off. Adalat Road Aurangabad-431 001 (M.S)	June`10 and December`10 Session of CS Examinations.
3.	M/s Career Consultant 3018, Trade House, Ring Road, Surat-395 002	December`08 and June`09 Session of CS Examination.
4.	M/s Madhu Jas Promotions Pvt. Ltd., 12/1, Dr. Sarju Prasad Marg, Behind Kanchan Hotel, Near Gokuldas Hospital, Indore-452 001	June`10 and December`10 Session of CS Examination.
5.	M/s Tolani Commerce College P.O. Box No.27, Adipur (Kachchh)-370 205	June`10 and December`10 Session of CS Examination.
6.	M/s Muley Classes Shop No.14, Ashoka Gardens B-Wing, M.P. Road, Panvel-410 206	December`09 and June`10 Session of CS Examination.
7.	M/s AEC India Commerce (Lawork) 208-209, Gopal Madhav Extension Place, Above Shan Shoukat Shinde Ki Chhawani Gwalior-474 001 (M.P)	December`09 and December`10 Session of CS Examination.
8.	The Principal M/s D.M.'s College of Arts, Science & Commerce Assagao, Bardez GOA-403 507	June`10 and December`10 Session of CS Examination.
9.	M/s Navkar Institution 7, Pallavi Row House, Opp. Memnagar Fire Station Navrangpura Ahmedabad-380 009	December`09 and June`10 Session of CS Examinations.
10.	M/s Bhide Classes [Division of Bhide Education Pvt. Ltd.], 305, Shuamkamal, A Building, Vile Parle (East) Mumbai-400 057 [Branch: Dadar (West)]	December`09 and June`10 Session of CS Examinations.
11.	M/s Bhide Classes [Division of Bhide Education Pvt. Ltd.], 305, Shuamkamal, A Building Vile Parle (East) Mumbai-400 057, [ Branch: Charni Road]	December`09 and June`10 Session of CS Examinations.
12.	M/s Bhide Classes [Division of Bhide Education Pvt. Ltd.], 305, Shuamkamal, A Building Vile Parle (East), Mumbai-400 057 [Branch: VILE PARLE (East)]	December`09 and June`10 Session of CS Examinations.
13.	M/s Bhide Classes [Division of Bhide Education Pvt. Ltd.], 305, Shuamkamal, A Building Vile Parle (East), Mumbai-400 057 [Branch: Borivali]	December`09 and June`10 Session of CS Examinations.
14.	M/s Bhide Classes [Division of Bhide Education Pvt. Ltd.]305, Shuamkamal, A BuildingVile Parle (East) Mumbai-400 057, [Branch: Andheri]	December`09 and June`10 Session of CS Examinations.
15.	The Director, M/s Geetanjali Education Systems Private Limited Geetanjali College of Computer Science & Commerce, Indian Red Cross Building Suchak Road, Opp. Shastri Medan, Rajkot-360 001	June`10 and December`10 session of CS Examinations.

## Student Services

16.	The Director M/s Sukh Sagor Institute 205, Sukh Sagar, Hughes Road, Chowpatty, Mumbai-400 007 (M.S)	June`10 and December`10 session of CS Examinations.	6.	M/s Sree Saraswathi Thyagaraja College, Palani Road, Thippampatti, Coimbatore Distt., Pollachi-642 107	December`09 and June`10 Session of CS Examination.
17.	The Principal, M/s Dhananjayrao Gadgil College of Commerce Distt. Satara, Maharashtra-415 001	June`10 and December`10 session of CS Examinations.	7.	M/s Nallamuthu Gounder Mahalingam College, 91, Palghat Road, Coimbatore Distt., Pollachi- 642 001	June`09 and December`09 Session of CS Examinations.
18.	The Managing Director M/s IDEAL Classes Private Limited, 44/375, Unnat Nagar-II Opp. Patkar College, S.V. Rpad, Goregaon (West)Mumbai-400 062 [Branch: Borivali (West)]	June`10 and December`10 Session of CS Examinations.	8.	The Principal M/s Alpha Educational Trust 41/13-A, Poonthamalli Street (Old Bus Stand Backside) Villupuram-605 602 (T.N)	June`10 and December`10 Session of CS Examinations.
19.	The Managing Director M/s IDEAL Classes Private Limited, 44/375, Unnat Nagar-II, Opp. Patkar College, S.V. Rpad, Goregaon (West) Mumbai-400 062 [Branch: Vile Parle (East)]	June`10 and December`10 Session of CS Examinations	9.	The Principal, M/s National College, Dindigul Road, Karumandapam Tiruchirapalli-620 001 (T.N)	June`10 and December`10 Session of CS Examinations
20.	The Managing Director M/s IDEAL Classes Private Limited, 44/375, Unnat Nagar-II, Opp. Patkar College, S.V. Road, Goregaon (West) Mumbai-400 062 [Branch: Bhayander]	June`10 and December`10 Session of CS Examinations	10.	The Principal M/s S.R. Institute of Professional Studies, Near Govt. Higher Secondary School, Karpaga Ganapathi Nagar, Perundurai Road, Distt. Erode, Thudaupathi-638 057	December`09 and June`10 Session of CS Examinations.
21.	M/s Professional Career & Computers 106, Zonal Market, Sector-10 Bhilai (Durg)-490 006 (C.G)	June`10 and December`10 Session of CS Examinations.	11.	M/s Sharda P.G. College Haricharan Complex, Besides APSRTC Bus Stand 1st Floor, Shop No.9, 10, 11 Nizamabad-503 001 (A.P)	December`09 and June`10 Session of CS Examinations.
22.	M/s MATS College, MATS Tower, Pandri Raipur-492 002 (C.G)	June`10 and December`10 Session of CS Examinations.	12.	The Principal M/s P.S.G.R. Krishnammal College For men Peelamedu Coimbatore-641 004	December`09 and June`10 Session of CS Examinations.
23.	The Director, M/s Toppers Classes, Opp. MCMIT College, Near Blue Diamond Hotel, T.P. Nagar Korba-495 677 (C.G.)	June`10 and December`10 Session of CS Examinations.	13.	The Chairman, M/s Dr. G.R. Damodaran College of Science Civil Aerodrome Post, Avanashi Road, Coimbatore-641 014	June`10 and December`10 Session of CS Examinations
24.	The Director, M/s. Lex4biz5, RajnigandhaTithal Road Valsad-396001 (GJ)	June`10 and December`10 Session of CS Examinations.	14.	The Principal M/s PSG College of Arts & Science, Avinashi Road, Civil Aerodrome Post Coimbatore-641 014	June`10 and December`10 Session of CS Examinations.
<b>SOUTHERN INDIA REGIONAL COUNCIL</b>					
1.	M/s Mohans Institute Sreyas, Chettiparambil Lane Thekkumbhagam, Tripunithura Ernakulam (Distt.), Kerala-682 301	December`09 and June`10 Session of CS Examinations.	15.	Secretary, M/s Park`s College Chinnakkara, Tirupur-641 605	June`10 and December`10 Session of CS Examinations.
2.	M/s St. John Foundation Little Kingdom Montessori School Compound, 338/3, West of Medical College, Nagercoil, Kanyakumari Dt. Asaripallam-629 201	June`10 and December`10 Session of CS Examinations.	16.	The President, M/s MPE Society`s Career Development Centre, Prabhatnagar, Honnavara-581 334	June`10 and December`10 Session of CS Examinations.
3.	M/s Dr. G.G. Shetty Educational Society @, Jnana Degula, Near K.M.F., Dharwad-580 004	June`10 and December`10 Session of CS Examination.	17.	The Principal M/s Cherraan`s Arts Science College, Cherraan Nagar, ThittuparaiKangayam Taluk Tirupur District638 701	June`10 and December`10 Session of CS Examinations.
4.	M/s Bright Academy of Excellence, Baba Foundation, Plot No.46, Door No.102, Flat No.6, 1st Floor, South West Boag Road, T. Nagar Chennai-600 017	December`09 and June`10 Session of CS Examination.	<b>LIST OF PRACTISING MEMBERS REGISTERED FOR THE PURPOSE OF IMPARTING TRAINING DURING THE MONTH OF DECEMBER, 2009</b>		
5.	M/s Prize Academy No.2, Teachers Colony (Off V.M. Street), Royapettah Chennai-600 014	December`09 and June`10 Session of CS Examination.	SACHIN AGARWAL Company Secretary in Practice Flat No., DG-II, Nr. Budela Market Vikaspuri, New Delhi - 110018		PCSA – 2091
			PRAWIN CHARAN DWARY Company Secretary in Practice 14, Shobhana Appt., Behind Sardar Centre Vastrapur Lake, Ahmedabad – 380015		PCSA – 2092



# Student Services

MADAN LAL ARORA Company Secretary in Practice 43, Lane No. 1, Model Gram, Ludhiana - 141002	PCSA – 2093
S. RANGA RAJAN Company Secretary in Practice 58, 2nd Cross, 5th Main, AGS Colony Ananda Nagar, Bangalore – 560024	PCSA – 2094
JIGAR KUMAR GANDHI Company Secretary in Practice 205, Regal Castle, Sector – 6, Vasant Nagari , Vasai (E)Thane - 401208	PCSA – 2095
MOHANDAS Company Secretary in Practice 2058, Mohanlal Buiding, Warren Road, 5th Cross, Robert Sonpet, K.G. F. - 563122	PCSA - 2096
AMIT RAVINDRA SAVARKAR Company Secretary in Practice Flat No. 102, Hanikpraphu Apts., Bhorde Colony, Erandawane, Pune –411004	PCSA – 2097
KRISHNA KUMAR SHARMA Company Secretary in Practice 301-B, Lane No. 7, Lalita Park Laxmi Nagar, New Delhi – 110092	PCSA - 2098
SHYAM SUNDER AGRAWAL Company Secretary in Practice B-4, Om Shree Tower, Opp. J.P. Phatak Near Lotus Dairy, Sahkar Marg – 302015	PCSA – 2099
G. NARENDER Company Secretary in Practice 403, Naina Residency, Srinivasa Nagar East, Ameerpet, Hyderabad - 500038	PCSA - 2100
NIKUS KUMAR SARKAR Company Secretary in Practice Tarama Temple, Badu 2nd Main Road Kolkata - 700128	PCSA – 2101
SAMEER SHRIRAM APTE Company Secretary in Practice Flat No. 103, 1st Floor, Shripad, C.H.S. Plot No. 64, Mhatre Compound, D.N.C. School Road, Dombivli (East) - 421201	PCSA – 2102
NITESH KUMAR JAIN Company Secretary in Practice 201, Himalaya, Plot No. 34/35, Sector No –01 Sanpada, Navi Mumbai – 400 705	PCSA – 2103
POOJA GARG Company Secretary in Practice 1st Floor, Likhiram Mkt. Sector- 27, Atta Market, Noida – 999 0123 111	PCSA - 2104
VIKASH KUMAR SHARMA Company Secretary in Practice 82/6/1, Bhairab Dutta Lane, 1st Floor, Salkia, Howrah - 711106	PCSA - 2105

## LIST OF THE COMPANIES REGISTERED FOR IMPARTING TRAINING DURING IN THE MONTH OF NOVEMBER 2009

REGION	TRAINING TYPE	STIPEND (Rs).
<b>NORTHERN</b>		
Unnati Power and Infrastrucutre Projects Pvt. Ltd. 490, Adarsh Nagar, Dharampur, Phase-1, Dehradun-248001	15 and 03 Months Practical Training	Suitable

K.L.J. Resources Limited KLJ House, 63, Rama Marg Najafgarh Road, New Delhi-110015	15 Months Training	Suitable
ONGC Tripura Power Company Ltd. UG-Floor, Mahindra Towers, 2A, Bhikaji Cama Place, New Dehhi-110066	15 Months Training	5000

### WESTERN

Ladderup Finance Limited, 104, Mittal Court,"A" Wing, 10th Floor, Nariman Point, Mumbai-400021	15 Months Training	Suitable
Liverpool Retail India Limited, Liverpool Corporate House, Viva III Navrangpura Crossing, Mithakhali Road, Navrangpura, Ahmedabad-380009	03 Months Practical Training	Suitable
L&T Infrastructure Finance Co. Ltd. 3B/Laxmi Towers, 2nd Floor, Bandra-Kurla Complex, Bandra (E) Mumbai-400051	15 Months Training	Suitable
Sungold Capital Limited Jeet Complex, Nr. Jain Temple,C.G.Road, Navrangpura, Ahmedabad-380009	15 Months Training	Suitable
Endurance Magneti Marelli Shock Absorbers (India) Ltd. Plot No. B-23, Chakan Industrial Area, Village, Nighoje, Tal. Rajgurunagar, Pune-410501	15 and 03 Months Practical Training	Suitable
Gujarat Tea Processors & Packers Limited, Wagh Bakri House, Opp. Parimal Garden, Ambawadi, Ahmedabad-380006	15 and 03 Months Practical Training	Suitable
Nomura Services India Pvt. Ltd. 10th Floor, Winchester, Hiranandani Business Park, Powai, Mumbai-400076	15 Months Training	Suitable
Solar Industries India Ltd, 11, Zade Layout, Bharat Nagar, Nagpur – 440 033	15 Months Training	Suitable
Bhagwati Banquets & Hotels Ltd., 301, Circle P, Prahladnagar Garden Road, SG Road, Ahmedabad, Gujarat	15 Months Training	Suitable
Mahindra Forgings Ltd., Gate No. 856 to 860,Chakan Ambethan Road, Taluka:Khed, Distt. Pune-410501	15 Months Training	3000-5000
Oswal Industries Limited, Block No. 258, Village OLA, Ahmedabd—Mehsana Exp. Highway, Tal. Kalol, Distt. Gandhi Nagar, Gujarat-382729	15 Months Training	Suitable
Lalit Polymers & Electronics Ltd. D-2, MIDC Area, Jejuri Village, Taluka Purandhar, Distt. Pune	15 Months Training	Suitable
Oswal Industries Limited, Block No. 258, Village, OLA, Ahmedabad-Mehsana Exp. Highway, Tal.Kalol, Distt. Gandhi Nagar-382729	15 and 03 Months Practical Training	Suitable
Viacom, 18 Media Pvt. Ltd., 36 B Dr. R.K. Shirodkar Marg, Parel East Mumbai 400012	15 Months Training	5000

### SOUTHERN

Muthoot Capital Services, Muthoot Towers, M.G RoadKochi – 682 035, Kerala	15 Months Training	Suitable
S.S.D.Spining Mills Limited, 722-A, Main Road, Kovilpatti-628501	15 Months Training	Suitable
Williams Lea India Pvt Ltd.Module 0308 "D" BlockThird Floor, Tidel Park, Taramani, Chennai-600113	15 Months Training	3500



## Student Services

Kaashyap Technologies Limited B.R.Complex, II Floor No.33/8, C.P.Ramasamy Road, Alwarpet Chennai-600018	15 Months Training	Suitable
Reliance Cellulose Products Limited 3-E, Surya Tower, 105, S.P.Road Secunderabad-500003	15 and 03 Months Practical Training	Suitable
Hindustan Newsprint Limited Newsprint Nagar-686616 Kottayam Distt. Kerala	15 Months Training	Suitable
Dhanalakshmi Bank Limited Dhanalakshmi Building Naickanal, Thrissur, Kerala-680001	15 and 03 Months Practical Training	Suitable
Sai Silks (Kalamandir) Limited 6-3-790/8, Flat No.1, Bathina Apartments, Ameerpet, Hyderabad-500016	15 Months Training	Suitable
<b>EASTERN</b>		
Rainbow Commodities & Derivatives (P) Ltd.,(Member of MCX, NMCE & NCDEX), 305, Centre Point, 3rd Floor, 21, Hemant Basu Sarani, Kolkata-700001	15 Months Training	Suitable
The Peerless General Finance & Investment Company Ltd., Peerless Bhavan 3, Esplanade East Kolkata – 700 069	15 Months Training	Suitable
Joonktolee Tea & Industries Ltd 21, Strand Road, Kolkata – 700 001	15 Months Training	Suitable
SREI Equipment Finance Pvt. Ltd. "Vishwakarma" 86 C, Topsia Road (South) Kolkata-700046	15 Months Training	Suitable
West Bengal Infrastructure Development Finance Corporation Ltd., "Mangalam" Building, 1st Floor, 24,Hemanta Basu Sarani, Kolkata-700001	15 Months Training	Suitable
NEO Metaliks Limited, 71, Park Street Park Plaza, 3E, North Block, Kolkata-700016	15 Months Training	4000
Shree Pioneer Traders Pvt. Ltd. 455, City Centre, 19 Synagogue Street Kolkata-700001	15 Months Training	Suitable

### ANNOUNCEMENT PAPER-WISE EXEMPTIONS ON RECIPROCAL BASIS TO ICSI AND ICWAI STUDENTS

The Council of the Institute has given approval that the final passed students of ICWAI can avail exemptions in the following papers of Foundation Programme, Executive Programme and Professional Programme of the Company Secretaryship Course under the New Syllabus effective from 1st November, 2007, 1st February, 2008 and 1st August, 2008 respectively.

#### Scheme of Exemptions

Exemption to CS passed candidates in papers of ICWAI.	Exemption to CWA passed candidates in Papers of ICSI.
<b>Foundation Course</b> (4 papers) - Complete exemption	Complete exemption Foundation Programme (4 papers) -
<b>Intermediate Course</b> 1. Financial Accounting (Paper 5) 2. Applied Direct Taxation (Paper 7)	<b>Executive Programme</b> 1. Company Accounts, Cost & Management Accounting (Module I, Paper 2) 2. Tax Laws (Module I, Paper 3)
<b>Final Course</b> 3. Financial Management & International Finance (Paper 12) 4. Indirect & Direct Tax Management (Paper 14)	<b>Professional Programme</b> 3. Financial, Treasury and Forex Management (Module II, Paper 3) 4. Advanced Tax laws & Practice (Module III, Paper 6)

Students enrolled to Company Secretaryship Course and wish to seek above said paper-wise exemption(s) - on the strength of having passed the final examination of ICWAI - may make their request in writing to Director (Students Services) at C-37, Sector-62, NOIDA-201 309 (U.P) together with the requisite exemption fee @Rs.100 per paper by way of Demand Draft drawn in favor of 'The Institute of Company Secretaries of India' payable at New Delhi and the valid document in support of having passed the Final examination of the Institute of Cost & Works Accountants of India on or before the last date of submission of enrolment application for the CS Examination. The above exemption scheme is effective from December, 2008/ June, 2009 for Foundation/Executive Programme and CS Professional Programme examination(s) respectively.

### ATTENTION STUDENTS !!!

#### **Rationalization of the system for issue of Coaching Completion Certificate** under Postal Coaching Scheme

It has been decided to rationalize the criteria for issue of Coaching Completion Certificates vis-à-vis submission of Response Sheets with immediate effect which is as follows :-

Stage	No. of response sheets required to be submitted for each subject	
	Existing Criteria	Revised Criteria
Foundation Programme	Only one Response Sheet for each subject	No Change
Executive Programme	Three Response Sheets for each subject	Only one Response Sheet for each subject
Final Course/Professional Programme	Three Response Sheets for each subject	Only one Response Sheet for each subject

Keeping in view the above decision, the students are advised to send atleast one Response Sheet for each subject to make him/ her eligible for issue of Coaching Completion Certificate. It is further to clarify that he/ she has to secure minimum 40% marks in each subject for issue of Coaching Completion Certificate. The students who have already sent atleast one Response Sheet in each subject will also be guided by the same criteria and the Coaching Completion Certificates will be issued whoever meets the said criteria. However, students will be at liberty to send maximum response sheets to the Institute and all such response sheets will be evaluated and returned to them for their reference/ guidance. For any further information / clarification on the subject, please contact Shri Vinod Jetly, Assistant Director (Student Services) at E-Mail id [ss\\_coach@icsi.edu](mailto:ss_coach@icsi.edu) or at telephone nos. 0120-4522061- 4522075

# Student Services

## GUIDELINES FOR SEEKING EXTENSION OF REGISTRATION

### EXECUTIVE PROGRAMME EXAMINATION

No extension of registration will be allowed to any student if he/she has not passed/completed the Executive Programme (Inter) examination during the validity of registration period. All such students will have to seek registration *de novo* only.

### PROFESSIONAL PROGRAMME EXAMINATION

- Students whose registration expires between 28th/29th February and 31st May and between 31st August and 30th November will be allowed extension of time without payment of extension of registration fee for the limited purpose of appearing in the ensuing June or December examination, respectively, as the case may be.
- Registration of a student may be extended beyond a period of five years on year-to-year basis for appearing in the Professional Programme (Final) examination:
  - if he/she has completed postal/oral coaching and has been issued with coaching completion certificate for all **modules** (groups) of the Professional Programme examination (Final) under new syllabus during the validity of the previous registration period or has passed at least **one module** (group) of the Professional Programme (Final) examination under the New Syllabus during the validity of the previous registration period as the case may be; and
  - makes an application for extension of registration period along with requisite fee within six months from the date of expiry of registration or within six weeks of the declaration of results of the last examination in which he/she appeared, whichever is later.
- Extension of registration shall be granted for one year at a time on payment of extension of registration fee of Rs. 500 per annum, arrears of fee, if any, under the previous registration and service charges @ Rs. 150 per module (group) for which the student has not been issued with the coaching completion certificate for the Professional Programme (Final).
- On the student's application for extension of registration being accepted by the Institute, the extended period will be counted in continuation of his previous registration. He/she will also continue to bear the same registration number.
- No candidate will be allowed more than two extensions including the extension, if any, already availed under old/new syllabus for completing Professional Programme (Final) examination under the new syllabus.
- A student who completes the Professional Programme (Final) examination (of the Institute) during the extended period of registration will be required to comply with the practical experience and practical training requirements as stipulated under Company Secretaries Regulations, 1982 and guidelines framed there under in this regard.
- Study material will not again be supplied on seeking extension of registration. However, it can be had on payment of Rs. 160 per subject.
- A student, on being granted extension of registration, shall be eligible to get the 'Student Company Secretary' from the month next to the month in which his application for extension of registration is accepted by the Institute.
- The Secretary - on being satisfied that application of any of the guidelines cause undue hardship to a candidate - may relax any of the said guidelines by recording reasons in writing.

## GUIDELINES FOR REGISTRATION DE NOVO

(Registration *de novo* pursuant to regulation 22 read with sub-regulation (2) of regulation 24.)

### (A) Guidelines for candidates seeking registration *de novo* within two years of the expiry of previous registration.

- A person whose registration has been cancelled on expiry of five-years period or otherwise may within two years of cancellation of former registration seek registration *de novo* on payment of the following fees:
  - Registration fee: Rs.1500 (w.e.f. 1.4.2008)
  - (a) Where a student has not completed coaching for both modules (Group) of Executive Programme (Intermediate) all modules (Group) of Professional Programme (Final), balance of Rs.5,000 of the postal tuition fee if enrolled for

Executive Programme (Intermediate) or balance of Rs. 7,500, if enrolled for Professional Programme (Final), as the case may be, after adjusting the amount paid on this account earlier. However, credit for having completed coaching in a particular module (Group) may be given if the coaching completion certificate has not been issued due to invalid registration or any other reason.

- Postal tuition fee of Rs 5,000 in the case of students who have passed the Executive Programme (Intermediate) examination but not enrolled for the Professional Programme (Final).
  - Arrears of postal tuition fee, if due, under former registration where the students have been issued with coaching completion certificate(s) for both modules (Group) of Executive Programme (Intermediate) all modules (Group) of Professional Programme (Final) as the case may be.
- On the student being registered *de novo* he will be given credit for the oral or postal tuition completed during the validity of his previous registration in the corresponding paper(s) of the new syllabus. Such a student shall not be supplied with the study material afresh. Study material can however be obtained on payment of Rs. 160 per subject. Student Company Secretary will be sent free of cost during the validity period of registration *de novo* from the month subsequent to the month in which the student was registered *de novo*.
- ### (B) Guidelines for candidates seeking registration *de novo* after two years of the expiry of previous registration.
- A person whose registration has been cancelled or has terminated on expiry of five-year period and has not sought registration *de novo* within two years of the expiry of former registration may seek registration *de novo* within 5 years of the cancellation/termination of his former registration on payment of the following fees:
    - Registration fee Rs. 1500
    - Exemption fee for
      - Foundation Programme Rs. 500
      - Executive Programme (Inter) Examination (if already passed) Rs. 500
    - Paperwise exemption fee
      - Executive Programme (Inter) Rs. 100 per paper
      - Professional Programme (Final) Rs. 100 per paper
    - Where a student has not completed coaching for both modules (Groups) of Executive Programme (Inter) all modules of Professional Programme (Final), balance of Rs. 5,000 of the postal tuition fee, if enrolled for Executive Programme (Inter) or balance of Rs. 7,500 if enrolled for Professional Programme (Final), as the case may be. However, credit for having completed the coaching in a particular module may be given if the coaching completion certificate has not been issued due to invalid registration or any other reason.
    - Rs. 7,500 in the case of students who have passed the Executive Programme (Inter) but not enrolled for the Professional Programme (Final).
    - Arrears of postal tuition fee, if due, under former registration where the students have been issued with coaching completion certificates for both modules (Group) of Executive Programme (Inter) all modules (Group) of Professional Programme (Final).
  - On the student being registered *de novo*, he will be given credit for the oral or postal tuition completed during the validity of his previous registration in the corresponding paper(s) at the new syllabus. Such a student shall not be supplied with the study material afresh. Study material can however be obtained on payment @ Rs. 160 per subject. Student Company Secretary will be sent free of cost during the validity period of registration *de novo* from the month subsequent to the month in which the student was registered *de novo*.
  - The registration *de novo* will be valid for a period of five years from the month in which the student has been registered *de novo*.

(C) No candidate shall be registered as a student *de novo* if he applies after five years of the expiry of the former registration. He may seek fresh registration as a student and no credit for the fees paid or examination passed under the former registration will be admissible on his registration as a fresh student under any circumstances.

## Student Services

### **EMPANELMENT OF PRIVATE COACHING CENTRES FOR CONDUCTING ORAL COACHING CLASSES FOR CS STUDENTS ON BEHALF OF THE INSTITUTE**

In a path-breaking initiative, the Council of The Institute of Company Secretaries of India has decided to empanel Private Coaching Centres for conducting the Oral Coaching Classes for the students undergoing CS Course on behalf of the Institute. At present, the Institute is conducting the Oral Coaching Classes on its own through its Regional Councils/ Chapters.

This landmark decision will undoubtedly have a far reaching impact on the entire Oral Coaching System under the Company Secretaryship Course and it provides a golden opportunity to reputed Coaching Centres in the private sector to get associated with one of the premier professional institutes in India constituted under Company Secretaries Act, 1980, functioning under the administrative jurisdiction of Ministry of Corporate Affairs, Government of India.

The Institute invites applications from interested institutions for conducting Oral Coaching Classes for CS Students under the aforesaid Scheme. The Regional Councils/ Chapters of the Institute scattered all over India have been authorized to scrutinize and forward the applications to Headquarters after preliminary assessment of infrastructure, etc. in the respective areas along with their recommendations.

For format of application, comprehensive guidelines and *modus operandi* of the Scheme, please visit the Institute's website [www.icsi.edu](http://www.icsi.edu) OR send an application directly to:-

**Shri Sohan Lal, Director  
(Student Services)  
The Institute of Company Secretaries of India  
C-37, Sector-62, NOIDA-201309**

### **SECRETARIAL MODULAR TRAINING PROGRAMME/ MANAGEMENT SKILLS ORIENTATION PROGRAMME ORGANISED BY H.Q./REGIONAL COUNCILS/CHAPTERS**

**ELIGIBILITY OF PARTICIPANTS:** ICSI final passed candidates and have completed at least 12 months training or exempted therefrom.  
**SMTM COURSE CONTENTS:** Module I - MCA21, Module II - Practical & Procedural Aspects of Convening and Conducting Board Meetings & Annual General Meetings and Related Aspects, Module III - Managing Public Issues, Module IV - Loan Documentation, Joint Ventures & Foreign Collaborations, Raising Finance through EURO Issues & Export and Import Procedures and Documentation, Module V - Practical and Procedural Aspects relating to Appearance before CLB/Under SICA, Consumer Protection Act and Case Studies in RTP/UTR. In addition, the participants would be exposed to case studies and mock board/general meeting, etc.

ORGANISED BY	DURATION OF THE PROGRAMME	VENUE OF THE PROGRAMME	CONTACT
BANGALORE CHAPTER of SIRC of the ICSI	MSOP 15/3/2010 To 01/4/2010	Office Premises	Executive Officer & Programme Co-Ordinator, Bangalore Chapter of the ICSI, Sheriff Chambers, 3rd Floor Rear Block, 14, Cunningham Road, Bangalore-560052, Ph.80-22286574/ 22287158, Tele Fax: -22261861, E.Mail: bangalore@icsi.edu
HYDERABAD CHAPTER of SIRC of the ICSI	MSOP 11/3/2010 To 30/3/2010	Office Premises	The ICSI- Hyderabad Chapter # 6-3-609/5, Anand Nagar, Khairatabad, Hyderabad - 500 004 Tel: 040-23399541, 23396494, E-mail: hyderabad@icsi.edu
ICSI- Centre for Corporate Governance, Research & Training (CCGRT)	RMSOP 07/05/2010 To 22/05/2010	Office Premises	Program Coordinator, ICSI-CCGRT, Plot No. 101, Sector - 15, Institutional Area, CBD Belapur, Navi Mumbai - 400 614, Tel : 022 - 4102 1515, 27577815 / 16 , Fax - 022 - 2757 4384 , Email : ccgrt@vsnl.net
NIRC of the ICSI	SMTM 03/3/2010 To 20/3/2010 05/4/2010 To 22/4/2010	Office Premises	The Executive Officer, NIRC of the ICSI ICSI-NIRC Building, Plot No. 4, Prasad Nagar, Institutional Area, New Delhi- 110005, Tel. 25763090/ 25767190/ 25816593, Fax: 25722662 (STD CODE:011) E-Mail: niro@icsi.edu/icsi@eth.net
JAIPUR CHAPTER of NIRC of the ICSI	SMTM 06/3/2010 To 21/03/2010	Hotel Indiana Pride, N-4, Distt. Shopping Centre, Behind Laxmi Mandir Cinema Tonk Road Jaipur-302015	Executive Officer, JAIPUR CHAPTER OF NIRC OF THE ICSI, A-5/A, "ICSI House" Institutional Area, Jhalana Doongri, JAIPUR - 302004 , Ph. No. - 0141-2707236, 2707736, 9314007736, Email-jaipur@icsi.edu, jaipuricsi@gmail.com

# Student Services

## ACADEMIC DEVELOPMENT PROGRAMME

KANPUR CHAPTER of NIRC of the ICSI	13/3/2010	Office Premises	Office-in-Charge, Kanpur Chapter of ICSI 118/90. "GUMTI PLAZA" (2nd Floor) Kaushalpur, Kanpur-208012 Ph.0512-2296535 / 2212767, E.Mail: kanpur@icsi.edu
NIRC of the ICSI	25/2/2010 and 23/4/2010	Office Premises	The Executive Officer, NIRC of the ICSI ICSI-NIRC Building, Plot No. 4, Prasad Nagar, Institutional Area, New Delhi- 110005, Tel. 25763090/ 25767190/ 25816593, Fax: 25722662 (STD CODE:011) E-Mail: niro@icsi.edu/icsi@eth.net
BHILWARA CHAPTER of NIRC of the ICSI	11, 12 and 13/03/2010	Office Premises	Chairman Bhilwara Chapter, B-2-3, Basement, Lok Peeda Complex, Nr. Love Garden, Bhilwara-311001 Ph. 01482 238044, 329603 01482-220818, 225844, 326844, Email bhilwara@icsi.edu rkjainbhilwara@gmail.com

## STUDENT INDUCTION PROGRAMME

ORGANISED BY	DURATION OF THE PROGRAMME	VENUE OF THE PROGRAMME	CONTACT
THANE CHAPTER of WIRC of the ICSI	07/3/2010 To 13/3/2010 18/4/2010 To 24/4/2010 09/5/2010 To 15/5/2010 13/6/2010 To 19/6/2010	Office Premises	Chairman ICSI-Thane Chapter, 101, Mankame Building, 1st Floor Opp. Saraswati Book Depot, Chendani Koliwada Thane (W)- 400601, Ph.25444478 /79 E.Mail: icsi.thanechapter@yahoo.co.in
BANGALORE CHAPTER of SIRC of the ICSI	05/4/2010 To 14/4/2010 03/5/2010 To 12/5/2010 14/6/2010 To 23/6/2010 05/7/2010 To 14/7/2010 02/8/2010 To 14/8/2010	Office Premises	Executive Officer & Programme Co-Ordinator, Bangalore Chapter of the ICSI, Sheriff Chambers, 3rd Floor Rear Block, 14, Cunningham Road, Bangalore-560052 Ph.80-22286574/ 22287158, Tele Fax: -22261861 E.Mail: bangalore@icsi.edu
NIRC of the ICSI	22/3/2010 To 30/3/2010 24/5/2010 To 01/6/2010	Office Premises	The Executive Officer, NIRC of the ICSI ICSI-NIRC Building, Plot No. 4, Prasad Nagar, Institutional Area, New Delhi- 110005 Tel. 25763090/ 25767190/ 25816593 Fax: 25722662 (STD CODE:011), E-Mail: niro@icsi.edu/icsi@eth.net

## EXECUTIVE DEVELOPMENT PROGRAMME (EDP)

ORGANISED BY	DURATION OF THE PROGRAMME	VENUE OF THE PROGRAMME	CONTACT
BANGALORE CHAPTER of SIRC of the ICSI	03/3/2010 to 12/3/2010	Office Premises	Executive Officer & Programme Co-Ordinator, Bangalore Chapter of the ICSI, Sheriff Chambers, 3rd Floor Rear Block, 14, Cunningham Road, Bangalore-560052, Ph.80-22286574/ 22287158, Tele Fax: -22261861, E.Mail: bangalore@icsi.edu
HYDERABAD CHAPTER of SIRC of the ICSI	02/3/2010 to 10/3/2010	Office Premises	The ICSI- Hyderabad Chapter # 6-3-609/5, Anand Nagar, Khairatabad, Hyderabad - 500 004 Tel: 040-23399541, 23396494, E-mail: hyderabad@icsi.edu

## SCHEDULE OF TRAINING ORIENTATION PROGRAMME (TOP)

BHILWARA CHAPTER of NIRC of the ICSI	06.03.2010 to 10.03.2010	Office Premises	Chairman, Chairman Bhilwara Chapter B-2-3, Basement, Lok Peeda Complex, Nr. Love Garden Bhilwara-311001 Ph. 01482 238044, 329603 01482-220818, 225844, 326844 Email bhilwara@icsi.edu rkjainbhilwara@gmail.com
NIRC of the ICSI	29/3/2010 To 2/4/2010 26/4/2010 To 30/4/2010	Office Premises	The Executive Officer NIRC of the ICSI ICSI-NIRC Building Plot No. 4, Prasad Nagar Institutional Area, New Delhi- 110005 Tel. 25763090/ 25767190/ 25816593 Fax: 25722662 (STD CODE:011) E-Mail: niro@icsi.edu/icsi@eth.net
AGRA CHAPTER of NIRC of the ICSI	27/01/2010 To 31/01/2010	Office Premises	Vice-Chairperson, B-623, Kamla Nagar Agra-282001 Mob.9897602 111 Telefax:2881618 E.Mail: anujain_cs@rediffmail.com
KANPUR CHAPTER of NIRC of the ICSI	09/3/2010 To 13/3/2010	Office Premises	Office -in-Charge, Kanpur Chapter of ICSI 118/90. "GUMTI PLAZA" (2nd Floor) Kaushalpur Kanpur-208012 Ph.0512-2296535 / 2212767 E.Mail: kanpur@icsi.edu



# News and Announcements

## NEWS AND ANNOUNCEMENTS

### EASTERN INDIA REGIONAL COUNCIL

#### Saraswati Puja Celebration

On 20.1.2010 the Regional Council celebrated Saraswati Puja. A large number of students and members turned up to offer their prayers to Maa Saraswati. The Puja was followed by Pushpanjali being offered by all present. Havan was performed with offerings made by one and all. Pragma Jhunjhunwala, Practising Company Secretary performed Saraswati Bandana which was appreciated by all. On the occasion a good number of participants willingly came forward to sing songs and recite poems. The event was well covered by the Media.

#### Inauguration of Oral Coaching Classes - 2009 Batch

From 5.11.2009 Oral Coaching Classes November 2009 batch for Foundation and Executive Programme commenced. The inaugural session was held on 4.11.2009 where students, parents and faculties were invited.

Mamta Binani, then Vice-Chairperson, EIRC and Chairperson, TEFC of EIRC, Santanu Mukherjee, Deputy Director of the Regional Office and Utpal Mukherjee, Administrative Officer were present. The admission for Foundation and Executive Programme Modules I and II was quite encouraging. In her address, Mamta Binani advised the students to attend the classes on regular basis and to interact with the faculty members without any hesitation, which will not only help them to clear their doubts but also enhance their thinking process. She also advised the students to read and understand the study materials seriously while preparing for examinations. The Library facility at the Institute was highlighted and the students were encouraged to avail the rich source of knowledge. Binani also advised the students to regularly update themselves by reading Economic journals and daily news papers available in the library. She emphasised the importance of participation in various programmes organised for the benefit of the students and also asked the students to attend the programmes regularly. She also mentioned about the Youth Wing of EIRC, 'Corpwis' and told the students to be a part of the Institute in whatever way they wish to which in turn would enhance lot of cognitive skills in them. Santanu Mukherjee and Utpal Mukherjee also spoke on the said occasion and apart from speaking about the rules and regulations, advised the students to be regular in their attendance and to take utmost benefit of the Oral Coaching Scheme.

#### Career Fair

On 5.11.2009 the Regional Council participated in Future Steps the career fair presented by Career Counseling Cell, New Alipore College and NIIT Ltd. The ICSI stall was set up with other institutions like Institute of Banking and Finance, HCL, IIHT, P C Chandra College of Business etc to name a few. The fair was inaugurated by Suranjan Das, Vice Chancellor, Calcutta University and Devang Gandhi, Former Test Player, Indian National Cricket Team. The ICSI stall was neatly decked up with the posters, laminated boards of the CS course, study material of Foundation and Executive programmes, Chartered Secretary, Student Company Secretary, ICSI leaflets, brochures etc. The stall was manned by S.Sreejesh and Mahua Banerjee, officials of EIRO. The students from all streams of New Alipore College, nearby colleges and schools, faculty members, government officials of Calcutta University and Regional Employment Exchange, local leaders visited the stall. The queries raised by the visitors were aptly replied by the officials of the regional Office.

#### Workshop on Innovative Tools of Communication

An interactive workshop was organized by Corpwis - the students committee of EIRC on Innovative tools of Communication wherein the EIRC of the ICSI was the facilitator. The speakers of the Workshop were Amitava Bhattacharjee from bangolanatak.com was the coordinator of the programme. The workshop was conducted by Niloy Basu and Sushanta Mukherjee from banglanatak.com. Over thirty students of

EIRC attended the programme. The speakers took the session into a different dimension with their amazing way of teaching Alternate Tools of Communications. The workshop consisted of various practical exercises so as to explain different dimensions of communication.

#### NORTH EASTERN CHAPTER

#### Saraswati Puja Celebration

On 20.1.2010, Saraswati, the Goddess of Learning was worshipped at North Eastern Chapter Office of the ICSI. The Puja started at 9.30 A.M. at the Chapter premises and continued till 11 A.M. with 'Anjali' at the end. Office staff, students, faculty members & some of the CS members from Guwahati attended the programme. The office staff took all the initiatives with the help of the students to make the Puja successful. The Chapter was decked up in gorgeous colours and was crowded since morning. The programme continued till 2.30 P.M. amidst large participants. Arrangements were highly satisfactory and the whole programme was smoothly and successfully celebrated.

#### Corporate Quiz - Celebration of India Corporate Week 09

On 14.12.2009 the North Eastern Chapter Guwahati of EIRC of the ICSI organized a 'Corporate Quiz' at its premises. The programme was held to mark the celebration of 'India Corporate Week 09' under the aegis of the Ministry of Corporate Affairs, Govt. of India. The programme was held for two hours wherein 16 (sixteen) students of Executive Programme of OTC Module I & II took part in the programme. The Quiz contest was held between 4 (four) teams of 4 (four) participants each. The quiz was held on subjects relating to Corporate Affairs and consisted of a total number of 5 (five) rounds. Round 1 consisted questions on Corporate Laws; Round 2 on Corporate Accounts; Round 3 on Corporate Taxation; Round 4 on Corporate Miscellany and Round 5 on Corporate G.K. and Current Affairs.

Suman Jhakar, CS Member, hosted the quiz programme. Anjan Talukdar, then Chairman, NE Chapter and Ashok Kumar Agarwala, then Programme Coordinator & former Chairman, NE Chapter were in the panelists. A good number of students of Oral Coaching Classes of Foundation and Executive Programme and Faculty members of NE Chapter of ICSI were present in the programme. After five rounds of quizzing, Team C came in 1st position, Team B in 2nd position, Team D in 3rd position and Team A in 4th position. Certificates of participation and mementoes were given away to all the individual team participants according to their respective positions.

### NORTHERN INDIA REGIONAL COUNCIL

#### Regular classes through interactive learning for December 2010 Examinations

**Date of Commencement of Classes: 28. 4. 2010**

**VENUE: NIRC-ICSI, 4, Prasad Nagar Institutional Area, New Delhi-110005**

STAGE	TIMINGS	NO. OF LECTURES	FEE (RS.)	DAYS
<b>PROFESSIONAL PROGRAMME</b>				
MODULE I	7.30 PM -9.30 PM	60	3,500/-	Alternate Days
MODULE II	7.30 PM -9.30 PM	60	3,500/-	Alternate Days
MODULE II	5.30 PM -7.30 PM	60	3,500/-	Alternate Days
MODULE IV	5.30 PM -7.30 PM	60	3,500/-	Alternate Days

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PROFESSIONAL PROGRAMME				
MODULE I	7.30 AM -9.30 AM 10.00 AM-12.00 Noon 12.30 PM - 2.30 PM 3.00 PM – 5.00 PM 5.30 PM – 7.30 PM	100	4,500/-	Daily one lecture
MODULE II	7.30 AM -9.30 AM 10.00 AM -12.00 Noon 12.30 PM - 2.30 PM 3.00 PM – 5.00 PM 5.30 PM – 7.30 PM	90	4,000/-	Daily one lecture
FOUNDATION PROGRAM				
	7.30 AM - 9.30 AM	120	4,000/-	Daily one lecture
	10.00 AM - 2.30 PM	120	4,000/-	Daily two lectures
	3.00 PM - 7.00 PM	120	4,000/-	Daily two lectures

## NOTE:

- Each Lecture is of two hours duration.
- Admissions on first come first served basis.
- Commencement of classes is subject to availability of sufficient number of students in each batch.
- The students undergoing Oral Coaching and passing the required eligibility tests need not to submit the response sheets under postal tuition scheme.

Interested students may deposit the fee at NIRC of ICSI, 4, Prasad Nagar Institutional Area, New Delhi-110005 by way of Demand Draft in favour of the NIRC of ICSI payable at New Delhi.

For further details contact: Education Officer, NIRO of the ICSI.

Tel.: 011-25769352, 25763090, 25767190

Tele fax: 011-25722662, Email: alka.arora@icsi.edu

## Valedictory Function of 134th SMTP

On 19.12.2009 the valedictory function of 134th Secretarial Modular Training Program was organized at New Delhi. Deepak Kukreja, then Chairman, SMTP committee of NIRC-ICSI addressing the participants advised them to remain committed to the profession of Company Secretaries. He requested the participants to take active interest in the affairs of the institute. He said that cooperation among the members is required for overall development of the profession. He advised them to always strive for excellence and devote more time in strategic thinking. While elaborating on the importance of SMTP as a networking platform he also wished best of luck to the participants.

Atul Mittal, then Chairman NIRC while addressing the participants congratulated them on passing the final stage of examinations. He said that collective action among future company secretaries is very much required. He also explained the importance of the profession of company secretaries. He advised them to be disciplined and wished them a great career.

Hitender Mehta also gave his best wishes to the participants and welcomed them to the noble profession of company secretaries. He advised them to look for opportunities in other areas also as the scope of company secretary profession is very wide.

B K Sharma, then Vice Chairman, NIRC advised the participants on matters related to AGM, Board meetings etc. He advised them to focus on the updation of knowledge and creating a good group. In the end the certificates were distributed to the participants.

## Inauguration of 135th SMTP

On 22.12.2009 NIRC of the ICSI organized Inaugural Function of 135th Secretarial Modular Training Program at the ICSI-NIRC Building, New Delhi.

Amit Kumar Aggarwal, Director, Chief Financial Officer and Company Secretary of Esaote Asia Pacific Diagnostic was the Chief Guest on the occasion who inaugurated the programme.

Deepak Kukreja, Regional Council Member and then Chairman, SMTP Committee of NIRC congratulated the participants about passing the professional stage of examination and said that practical inputs and soft skills are very much required to supplement the academics which are one of the main purposes of SMTP. He introduced the Chief Guest to the participants and advised them to work beyond the core areas of Company Secretary because as an integrated manager they have to deal with all issues of management. He also advised the participants to remain updated so that they can give expert advice to management. In the end he requested the participants to take active part in SMTP.

Amit Kumar Aggarwal, while addressing the participants said that the ICSI provides a platform to rise to professional heights. He said that training means the study part is over and practical aspects have begun. According to him one should not run for degrees but knowledge. He advised the participants to focus on performance which is most important to achieve professional excellence. With these words he wished good luck to them.

## Academic Development Programme

On 21.12.2009 NIRC of the ICSI organized its 43rd Academic Development Programme at the ICSI NIRC Building. Parvesh Kumar Kheterpal, Head Legal & Company Secretary, Future Axion Telecom Ltd. spoke on FEMA and Mukesh Kumar Sukhija, Advocate spoke on Corporate Restructuring. At the Valedictory Session, Deepak Kukreja, Regional Council Member, NIRC distributed the certificates to the participants.

## Career Awareness Programmes

NIRC organised Career Awareness programmes as per details given below: On 11.12.2009 the Career Awareness Programme was held at National College for Women at Alwar; on 12.12.2009 a Career Fair was held at Algot School of Management Sector-34, Gurgaon; on 14.12.2009 the Career Awareness Programmes were held at ASN Senior Secondary School Mayur Vihar-1 and KDB School, Old Kavi Nagar, Ghaziabad; on 15.12.2009 the Career Awareness Programme was held at I P College for Women, New Delhi and on 23.12.2009 the Career Awareness Programme was held at New Era Public School, Mayapuri, New Delhi. The programmes were attended by one or the other of the following officials jointly and severally. CS M.L. Gupta, CS Vishal Arora, Dr. Saini (Principal) Gr.Cp. R.L. Agarwal, Counseling Expert, T.R. Mehta, EO, NIRC, Laxman Dev & Animesh, Desk Officers of the Regional Office.

In the above Institutions, the students were apprised about the mode of registration in the course, syllabus, structure of the course and also the avenues available after completion of the Company Secretaryship Course both in employment and in practice. Pamphlets of Career in Company Secretaryship Course were distributed to the students. More than 2000 students participated in the programme.

## SOUTHERN INDIA REGIONAL COUNCIL

### Commencement of Oral Coaching Classes

From 18.1.2010 the ICSI-SIRC commenced Oral Coaching Classes for Executive Programme-Module II (Morning) and Module-I (Evening) at ICSI-SIRC House, Chennai for June 2010 examination.

### COIMBATORE CHAPTER

### Inauguration of Oral Coaching Classes for June 2010 Examination

On 18.1.2010 the 37th batch of Oral Coaching Classes of the Chapter

# News and Announcements

for June 2010 session was inaugurated at the Chapter premises. N. Renuka Devi, Commerce Head, Baldevdas Kikani Vidyamandir, Coimbatore, inaugurating the Classes highlighted the need for pursuing the Course. The Management Committee members along with the faculty members addressed the students on the curriculum.

## **Chairman - Students Meet**

On 23.1.2010 a meeting of Chairman with the Students of the Coimbatore Region was organized. G.Balasubramaniam, Chapter Chairman interacted with the students and motivated them. Nearly 75 students participated in this interaction. Students gave their views, opinions, suggestions and concerns on various activities related to them.

## **Students Meeting on Managerial Remuneration**

On 27.1.2010 the Chapter organized a Students meeting on Managerial Remuneration at its premises. G. Vasudevan, Practising Company Secretary and Vice-Chairman of the Coimbatore Chapter spoke on various aspects of Managerial Remuneration and the relevance of the topic for students and members as a Company Secretary. The programme was attended by nearly 60 Students.

## **Celebration of India Corporate Week - Programmes conducted by the Chapter**

On 14.12.2009 the Coimbatore Chapter of SIRC of the ICSI, convened a special Session and Competition for Student Company Secretaries of the Coimbatore Region. G. Vasudevan, then Chapter Secretary welcomed the participants and explained them the theme and its background. V.S. Subash, then Treasurer, SIRC of the ICSI briefed the Indian corporate history and its present day position, he also enlightened students that Corporate is wider than the word Companies.

A Special session on Corporate Communication by Samuel Jayachandran was organized for the Participants. Debate and Corporate Quiz was organized for the Student Company Secretaries with a mission to create more awareness about the Corporate Sector and its Culture in India.

Another programme was held at Vivek Vidyalaya Matriculation Higher Secondary School Kinathukaduvu explaining the students about the CS course and role of students in social and economic development of India. Managing Trustee A.M. Palanisamy gave the inaugural address. Similar programmes were held on other days of celebration of the corporate India Week 2009 some of which were as under: On 15.1.2009 the programme was held at Sree Saraswathi Thyagaraja College Pollachi Udumalpet Road Pollachi. The Dean of the College Dr Kadhivrel presented the inaugural address. Joseph Jackson, Assistant Registrar of Companies Tamilnadu Coimbatore enlightened the students about the functions of Registrar of Companies, Corporate theme and the pivotal role of the students in the corporate Sector and its growth and thereby serving the society in social and economic development. On 16.12.2009 the programme was held at Karunya Vidhya Bhavan School Perundurai. The Correspondent of the School S. Ponnusamy presented the inaugural address. On 17.12.2009 a similar programme was held at GRD College, Coimbatore. The Principal of the College presented the inaugural address. On 21.12.2009 the programme was held at GRD College of Science, Coimbatore. A similar programme was held on the day at Maharaja Arts and Science College, Neelambur. The Director of the College Prof S Rangasamy presented the inaugural address.

Yet another programme was held at RVS College of Arts and Science, Sulur. The Principal of the College Thirunavukkarasu presented the inaugural address.

While presenting the inaugural address the speakers explained the students the need to make awareness among the student community about the professional courses in order to make entry in the corporate sector thereby utilizing the young talents for the growth of the Corporate and also the respective individuals and their families.

G Vasudevan then Secretary of the Chapter in some of the institutions made power point presentation on Career as a Company Secretary and also clarified the doubts raised.

C. Thirumurthy, then Chairman of the Coimbatore Chapter in all these programmes enlightened the Students about the theme, background and the history of Indian Corporate Sector and its Growth. He also made a slide show presentation about the Corporate India and the Corporate Professionals. He also emphasised the need for students to understand the functioning of the Indian Corporate and requested them to take part in Indian Corporate Growth by becoming Corporate Professionals. He also explained the Role of Corporate Sector in the Social and Economic Development of India and encouraged the students to enter the corporate world and help in the social and economic development of India. He also explained how the Corporate help in the Social and Economic development by giving scholarships and adopting schools and colleges and providing infrastructural facilities, free hospitals, Homes for destitute, old age homes, orphanages and various other facilities to its employees and the society. The Students thanked the Chapter that the programme was informative and useful and it will guide them to take active role in corporate sector and to serve for the development of the society.

A presentation on Career as a Company Secretary was also made on the Occasion and a Career film was also shown to the participants During all these programmes a presentation on Career as a Company Secretary was also made on this Occasion and a Career film was shown to the participants.

## **India Corporate Week - Career Awareness Programme**

On 19.12.2009 a Career Stall 'Career in CS Course' was put up in Sakthi Hotels Pollachi for the benefit of students of Schools and Colleges in and around Pollachi. The Career Fair was attended by More than 250 students with parents who visited the Stall. C Thirumurthy, then Chairman, G Balasubramaniam, then Vice Chairman, G. Vasudevan, then Secretary and S Ashok, Chapter Incharge explained the course contents, curriculum and opportunities available to CS in employment and practice etc. Leaflets explaining CS Course were distributed to all the students.

On the occasion, two batches of Career Counseling were done by G Balasubramainam and G Vasudevan in the conference hall. The Students from Government / Private Schools and Colleges in and around Pollachi benefited out of this programme. The parents requested to conduct more such programme for creating awareness among students.

## *HYDERABAD CHAPTER*

### **Celebration of India Corporate Week - Quiz Programme in AIR**

On 18.12.2009 for the first time the Chapter organized a Students Quiz Programme on the topic Corporate Governance & MCA in All India Radio on the eve of India Corporate Week which was broadcast on 23.12.2009. Questions were framed in such way as to reflect the objects of the week. CS A. Visweswara Rao, then Chapter Chairman welcomed the students and informed the objectives of conducting the Quiz on the event of India Corporate Week and also acted as the Judge. CS Rajnish C Popat, then Vice Chairman of the Chapter and CS R. Chandra Sekhar, Executive Officer acted as Quiz Masters. V.S. Raju, Chapter official acted as scorer and coordinated the Programme.

## *MADURAI CHAPTER*

### **Inauguration of Oral Coaching Classes for June 2010 Examinations**

On 14.12.2009 the inauguration of oral coaching classes for Foundation Programme, Executive Programme, Professional Programme all Modules were held for June 2010 examination. The classes were inaugurated by V.S.Krishnamurthy, then Chairman of the Chapter who in his address explained the importance of attending



## Student Services

oral coaching classes to become successful in the examination. R.K.Bapulal, then Chapter Treasurer explained the practising areas of the profession of company secretaries.

### WESTERN INDIA REGIONAL COUNCIL

AHMEDABAD CHAPTER

#### Career Awareness Programme

On 18.1.2010 a Career Awareness Programme was organized at C.C. Sheth College of Commerce, Ahmedabad. Over 250 students of FY B.Com and TY B.Com attended the programme. Priyamvad Bhatt and Kaushik Chhatbar visited the college and made classroom counseling for students. Presenting the course of company secretaryship as one of the best career options it was explained that CS being a professional course could prove to be of great value. The course provides benefits of status and knowledge based earning. Being a distance learning programme, it helps students to manage the schedule while undergoing other courses as well.

Students were given a chance to clear their doubts about the CS course. Brochures were also circulated on the occasion.

THANE CHAPTER

#### Foundation/Executive Programme (Both Modules) Oral Coaching Classes for December 2010 Examinations

The Chapter proposes to conduct Foundation Programme/ Executive Programme (Both Modules) Oral Coaching Classes from 12.4.2010 between 6.30 and 8.30 P.M. For further details contact the Chapter Office at 101, Mankame Building, 1st floor, Opp. Saraswati Book Depot, Chendani Koliwada, Thane - 400601. Phone: 2544 4478/79 E-Mail: [icsi\\_thanechapter@yahoo.co.in](mailto:icsi_thanechapter@yahoo.co.in)

# Students Quiz ?

## Prize Query

"X" filed a suit against YZ Limited after it is registered as a BIFR Company for recovery of dues from it for supplies made before YZ was registered as a sick company. Will X succeed in his endeavours?

### Conditions

1. Answer should not exceed one page typed in double space. The answer sheet should contain the name, registration number and address of the student.
2. Last date for receipt of answer is 16<sup>th</sup> March 2010.
3. Two prizes (a first and a second) in kind will be awarded to the best answers and the names of the contributors will be published in the Bulletin.
4. The envelope should be superscribed **Students Query February 2010** and addressed by name to **N.K. Jain, Secretary & Chief Executive Officer, The Institute of Company Secretaries of India, 'ICSI House', 22, Institutional Area, Lodi Road, New Delhi-110003.**

## ATTENTION STUDENTS APPEARED IN DECEMBER, 2009 EXAMINATIONS

The Institute awards "Merit Scholarships" and "Merit-cum-Means Assistance" to students for pursuing Executive Programme and Professional Programme on the basis of their meritorious performance in the examinations and on merit-cum-need basis on their passing Foundation Programme and Intermediate/Executive Programme examinations respectively, as per the criteria stipulated under the "Merit Scholarship (Company Secretaryship Course) Scheme, 1983" and "Merit-cum-Means Assistance (Company Secretaryship Course Scheme), 1983".

### MERIT SCHOLARSHIP

In pursuance of para 7 of the "Merit Scholarships (Company Secretaryship Course) Scheme, 1983, 25 numbers of scholarships are awarded each for Executive Programme and Professional Programme examinations per session only to registered students, purely in order of merit, from amongst the candidates who appeared and passed in all the subjects of their respective examination, at first attempt, in one sitting, without claiming any exemption in any subject, on all-India basis and subject to fulfilling other terms and conditions as stipulated in the said scheme. Accordingly, students who pass the Foundation Programme examination in December, 2009 should get themselves registered with the Institute for the Executive Programme Course within 3 months from the date of declaration of results to become eligible for award of Scholarship.

### MERIT-CUM-MEANS ASSISTANCE

In pursuance of para 8 of the "Merit-cum-Means Assistance (Company Secretaryship Course) Scheme, 1983", 25 numbers of financial assistance are awarded each for Executive Programme and Professional Programme examinations per session only to registered students. According to the scheme, a candidate has to apply in the prescribed form obtainable from the Institute, and submit his/her application within a specified date as notified from time to time. Any candidate applying for financial assistance should have passed the Foundation Programme/ Both Groups of Intermediate examination or Both the Modules of Executive Programme, at first attempt, in one sitting, without claiming exemption in any subject. If the candidate is employed or having an independent source of income, in that case his/her income should not be more than Rs.1,50,000/- per annum and if he/she is dependent on his/her parents/guardian/spouse, then the combined income from all sources should not be more than Rs.2,50,000/- per annum and also subject to fulfilling other terms and conditions as stipulated in the said scheme. Students who pass the Foundation Programme examination in December, 2009 must get themselves registered with the Institute for the Executive Programme within 3 months from the date of declaration of results to become eligible for award of this financial assistance. A separate notification inviting applications for award of "Merit-cum-Means Assistance" will be published in the March/April and September/October issue of "C.S. Foundation Course Bulletin" and "Student Company Secretary" Bulletin.





### APTECH PRESENTS EXCLUSIVE PROGRAM FOR ICSI STUDENTS FOR IT CERTIFICATION



Company Secretaries have to imbibe the skills necessary for management or supervisory positions in the corporate world. Sound knowledge in the areas of Information Technology and various software becomes crucial in handling the knowledge base to interact, coordinate, integrate and cooperate with various other functional heads in a company.

APTECH presents a specially designed task-oriented program, titled "**Understanding Information Technology in the Corporate Environment**," trains students on high-end personal computing skills including MS Office, Computerized Accounting with special modules on IT laws and Security, E-commerce with focus on MCA-21, Digital Signatures and Privacy Protection to prepare the members for the corporate environment.

**Program Duration: 70 Hours**

**Eligibility : Students & Members of ICSI**

**Certification : Joint Certification will be issued  
By ICSI & APTECH on completion  
of Course.**



Students can log on

<http://icsi.aptechtrainingsolutions.com> for more details & online registration & course fee payment.

**Or**

[www.icsi.edu](http://www.icsi.edu) for related information and FAQ on the program / On-Line Test.

## Student Services

**Students may please note that, it is in their own interest to address the query to the concerned official for prompt response.**

Sr. No.	Nature of Query	Contact Person	Telephone Nos.	E.Mail id
1.	Registration of Companies for 15 Months/3 Months and 15 days ( for imparting training.)Issue of Bio-Data /Sponsorship letters in companies and to the students Queries regarding vacancy in company(s) / Data of Companies where vacancy of trainees exists and data of students intend to undergo training etc.	Suman Kumar	2578167225781674 Ext.35	training@icsi.edu
2.	Query related to claiming Exemption from undergoing training.Query related to Admission as an Associate MembershipGeneral Query	Amit Sircar	2578167225781674 Ext.32	training1@icsi.edu
3.	Registration of Company Secretaries in Practice for imparting 15 months apprenticeship trainingIssue of Sponsorship letters to Company Secretaries in Practice / ROC and Stock Exchange for 15 months and 15 days training etc.	Ms. Anita Mehra	2578167225781674 Ext.43	training2@icsi.edu

### Telephone Numbers of Directorate of Student Services

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

SI No.	Nature of Query	Telephone Numbers	E-mail IDs
1	Registration Status of Foundation Program / Executive Program, Issue of study materials	(0120) 4522061 – 63	ms.bhagawan@icsi.edu (for Foundation Programme) anju.gupta@icsi.edu (for Executive Programme)
2	De-novo / Extension / Final Enrolment	(0120) 4522072 – 73	archana.goel@icsi.edu
3	Paperwise Exemption / Switchover to New Syllabus	(0120) 4522084	bs.chopra@icsi.edu
4	Non-receipt of Registration Letter / Identity Cards / Student Company Secretary Bulletin / CS Foundation Course Bulletin /E-Mail Id Registration	(0120) 4522071	vk.ratra@icsi.edu
5	Coaching Completion Certificates / Suggested Answers and Response Sheet Status, Compulsory Computer Training	(0120) 4522075	durga.shankar@icsi.edu
6	Public Private Partnership Scheme	(0120) 4522076	vinod.jetly@icsi.edu
7	Coaching / suggested answers / oral tuition / examiners (DPTS)	(0120) 4522074	sp.singh@icsi.edu
8	Issue of Admission Certificates for Examinations	(0120) 4522085 (0120) 4522087	rahul.adhikari@icsi.edu
9	Duplicate pass certificate of Intermediate / Executive Program	(0120) 4522081	siyaram@icsi.edu
10	Duplicate pass certificate of Final / Professional	(0120) 4522082	rajesh.sharma@icsi.edu
11	Duplicate pass certificate of Foundation	(0120) 4522086	viveka.nand@icsi.edu
12	Transcript / Verification of Qualifications (only for students)	(0120) 4522082	siyaram@icsi.edu ( For Intermediate/ Executive Programme) rajesh.sharma@icsi.edu (For Final / Professional Programme)

In case of any difficulty, students may contact Shri Sohan Lal, Director (Student Services) at 0120-4522014 or Write to The Director (Student Services). The Institute of Company Secretaries of India, C-37, Sector-62, Noida-201309

## COMPANY SECRETARIES EXAMINATIONS – JUNE, 2010

### TIME TABLE & PROGRAMME

DATE AND DAY	MORNING SESSION 9.30 AM TO 12.30 PM			AFTER-NOON SESSION 1.30 PM TO 4.30 PM		
	FINAL (OLD SYLLABUS)	EXECUTIVE PROGRAMME (NEW SYLLABUS)	FOUNDATION PROGRAMME (NEW SYLLABUS)	PROFESSIONAL PROGRAMME (NEW SYLLABUS)		
02.06.2010 Wednesday	Advanced Company Law and Practice	General and Commercial Laws	English and Business Communications	Company Secretarial Practice		
03.06.2010 Thursday	Secretarial Practice relating to Economic Laws and Drafting & Conveyancing	Company Accounts, Cost & Management Accounting	Economics and Statistics	Drafting, Appearances and Pleadings		
04.06.2010 Friday	Secretarial, Management and Systems Audit	Tax Laws	Financial Accounting	Financial, Treasury and Forex Management		
05.06.2010 Saturday	Financial, Treasury and Forex Management	Company Law	Elements of Business Laws and Management	Corporate Restructuring and Insolvency		
06.06.2010 Sunday	Corporate Restructuring – Law and Practice	Economic and Labour Laws				
07.06.2010 Monday	Banking and Insurance – Law & Practice	Securities Laws and Compliances				
08.06.2010 Tuesday	World Trade Organisation – International Trade, Joint Ventures and Foreign Collaborations					
09.06.2010 Wednesday	Direct and Indirect Taxation – Law and Practice					
10.06.2010 Thursday	Human Resources Management and Industrial Relations					
		<b>GROUP-I</b>	<b>MODULE-I</b>	<b>MODULE-I</b>		
		<b>GROUP-II</b>	<b>MODULE-II</b>	<b>MODULE-II</b>		
		<b>GROUP-III</b>				
					<b>MODULE-III</b>	
					<b>MODULE-IV</b>	

**FOR PROMPT REPLY**

Students are requested to quote their Registration Number in all correspondence for prompt reply.

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**b** **Video Based Training (VBT)**



- Quality video Lectures
- Learn from expert faculties replicating classroom training experience
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**c** **Live Virtual Classroom (LVC)**

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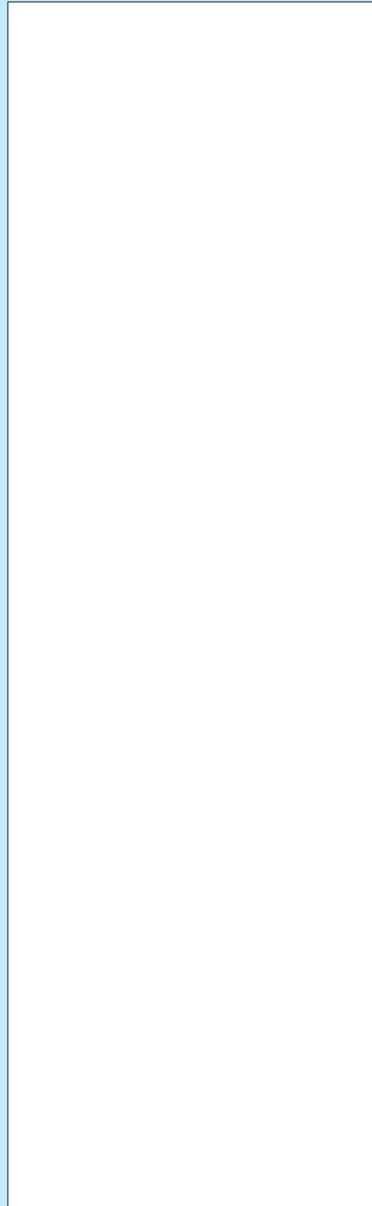


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