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

Student Company Secretary

(e-bulletin for Executive & Professional Students)

JULY - AUGUST 2015

Message from the President

Dear Students,

"We are all born with a divine fire in us. Our efforts should be to give wings to this fire and fill the world with the glow of its goodness." — Dr. A. P. J. Abdul Kalam

My heartiest congratulations to all those students who have cleared Executive/ Professional examination of Company Secretaryship course and for others who could not make it this time, keep up the spirits and don't lose hope as life is experienced as a constant, never-ending shift between successes and failures—sometimes occurring within moments of one another. Therefore don't give up and don't allow any problem to defeat you.

To succeed in life, one needs to set goals. Without goals, one lacks focus and direction in life. Goal setting helps in determining the priorities in life and getting organized. It helps in taking big decisions, and realizing dreams. Goal setting not only allows taking control of life's direction, but it also provides a benchmark for determining how far one has achieved his/her goals.

Goals must relate to some high priorities in your life; as too many goals will lead to little time devotion to each of them. Goal achievement requires both motivation and commitment, so to maximize the likelihood of success bring inside the "I must do this" kind of attitude. This will help in accomplishing the goals set.

Motivation and commitment are the compelling force which strive us in achieving goals. They give the push, desire, and resolve to accomplish our goals. This can be obtained by developing a statement that creates a high level of emotion and energy that guarantees achievement.

Goal Setting is an ongoing process that is accomplished over time. When we first sit down and start to define goals it can be a difficult and daunting task but over time it begins to get much easier. All goals which are due should be timely reviewed as this helps in determining priorities and taking big decisions in life.

In the end I wish you all good luck.

Best wishes,

CS Atul H. Mehta
President
president@icsi.edu

Inside This Issue

1 Academic Guidance
2 Legal World
3 Student Services
4 Examination
5 Training
6 News from Regions
7 Announcement

Academic Guidance

Highlights on Companies (Indian Accounting Standards) Rules, 2015*

The Central Government, in consultation with the National Advisory Committee on Accounting Standards (NACAS), notified on 16th February 2015, the Companies (Indian Accounting Standards) Rules, 2015 in exercise of the powers conferred by section 133 and section 469 of the Companies Act, 2013 and sub-section (1) of section 210A of the Companies Act, 1956.

These rules came into force on 1st April 2015. As a result of this notification, there shall be two separate sets of Accounting Standards:

Indian accounting Standards (Ind AS) as specified in the Annexure to Companies (Indian Accounting Standards) Rules, 2015	Accounting Standards as specified in Annexure to the Companies (Accounting Standards) Rules, 2006
•These are converged with corresponding IFRS.	•These are as per Indian GAAP and not converged with IFRS.
•Comprises of 39 Indian Accounting Standards (Ind AS).	•Comprises of 28 mandatory Accounting Standards.
•Shall be applicable to classes of company specified in Rule 4(1) of the Companies (Indian Accounting Standards) Rules, 2015.	•Shall be applicable to the companies **other than** the classes of companies specified in Rule 4(1) of the Companies (Indian Accounting Standards) Rules, 2015.

Applicability

Companies which are not required to follow Ind AS shall continue to comply with Accounting Standards ('AS') as prescribed in the Companies (Accounting Standards) Rules, 2006.

---

* CS Khusbu Mohanty, Assistant Education Officer, ICSI.

The views expressed are personal views of the author and do not necessarily reflect those of the Institute.

Highlights of the Companies (Indian Accounting Standard) Rules, 2015 notified is provided below:

Applicability of Ind AS:

The Companies and their Auditors shall comply with the Ind AS specified in the Annexure to the Rules in preparation of their Financial Statements (FS) and Audit respectively, in the following manner:

1. Voluntary adoption (for FY 2015-16):

Any company may comply with the Ind AS for Financial Statements for accounting periods beginning on or after 1st April 2015, with the comparatives for the periods ending on 31st March 2015, or thereafter. This option is also available to companies whose securities are listed or are in the process of being listed on Small and Medium Enterprises ('SME') exchange.

2. Mandatory adoption:

(i) From FY 2016-17: Companies satisfying following criteria are required to comply with the Ind AS for or the accounting periods beginning on or after 1st April 2016, with the comparatives for the periods ending on 31st March 2016, or thereafter.

(a) Companies whose Equity or Debt Securities are listed or are in the process of being listed on any stock exchange in India or outside India and having Net Worth (NW) of Rs 500 crore or more.

(b) Unlisted Companies (i.e. other than those mentioned in (a) above) having NW of Rs 500 crore or more.

(c) Holding, Subsidiary, Joint Venture/ Associate Companies of Companies covered in (a) and (b) above.

(ii) From FY 2017-18: Companies satisfying following criteria are required to comply with the Ind AS for or the accounting periods beginning on or after 1st April 2017, with the comparatives for the periods ending on 31st March 2017, or thereafter:

(a) Companies whose Equity or Debt Securities are listed or are in the process of being listed on any stock exchange in India or outside India and having NW of less than Rs 500 crore.

(b) Unlisted Companies having NW of Rs 250 crore or more but less than Rs 500 crore.

(c) Holding, Subsidiary, Joint Venture/ Associate Companies of Companies covered in (a) and (b) above.

Ind AS once required to be complied with in accordance with these rules, shall apply to both standalone financial statements (SFS) and consolidated financial statements (CFS).

Companies preparing Financial Statements applying the Ind AS for the accounting period beginning on 1st April 2016 shall apply the Ind AS effective for the FY ending on 31st March 2017.

Any company opting to apply the Ind AS voluntarily as specified above for its Financial Statements shall prepare its Financial Statements as per the Ind AS consistently and such companies shall not be required to prepare another set of Financial Statements in accordance with AS specified in the Companies (Accounting Standards) Rules, 2006.

Once a company starts following the Ind AS either voluntarily or mandatorily on the basis of criteria specified above, it shall be required to follow the Ind AS for all the subsequent FY even if any of the criteria specified in this rule does not subsequently apply to it.

Applicability in case of Companies having subsidiary, associate, joint venture or other similar entities:

Indian companies

Indian companies having overseas subsidiary, associate, joint venture and other similar entities of an Indian company may prepare its standalone financial statements in accordance with the requirements of the specific jurisdiction.

Provided that such Indian company shall prepare its consolidated financial statements in accordance with the Ind AS either voluntarily or mandatorily if it meets the criteria as specified above.

Foreign companies

Indian company which is a subsidiary, associate, joint venture and other similar entities of a foreign company shall prepare its financial statements in accordance with Ind AS either voluntarily or mandatorily if it meets the criteria as specified above.

Computation of Net Worth (NW)

NW shall be calculated in accordance with the standalone financial statements of the company as on 31st March 2014 or the first audited financial statements for accounting period which ends after 31st March 2014.

Companies incorporated after 31st March 2014 or an existing company falling under any of thresholds specified above for the first time after 31st March 2014 –shall apply Ind AS from the immediate next accounting year (i.e. FY 2015-16) in the manner specified above, based on the NW calculated on the basis of the first audited FS ending after 31st March 2014 (i.e. Financial Statements of FY 2014-15) in respect of which it meets the thresholds specified above.

Exemptions

- Insurance companies
- Banking companies and
- Non-banking finance companies

List of Indian Accounting Standards notified with their corresponding IFRS

S.No.	Indian Accounting Standards (Ind AS)		Corresponding International Financial Reporting Standards	
1)	Ind AS 101	First-time Adoption of Indian Accounting Standards	IFRS 1	First-time Adoption of International Financial Reporting Standards
2)	Ind AS 102	Share-based Payment	IFRS 2	Share-based Payment
3)	Ind AS 103	Business Combinations	IFRS 3	Business Combinations
4)	Ind AS 104	Insurance Contracts	IFRS 4	Insurance Contracts
5)	Ind AS 105	Non-current Assets Held for Sale and Discontinued Operations	IFRS 5	Non-current Assets Held for Sale and Discontinued Operations
6)	Ind AS 106	Exploration for and Evaluation of Mineral Resources	IFRS 6	Exploration for and Evaluation of Mineral Resources
7)	Ind AS 107	Financial Instruments: Disclosures	IFRS 7	Financial Instruments: Disclosures
8)	Ind AS 108	Operating Segments	IFRS 8	Operating Segments
9)	Ind AS 109	Financial Instruments	IFRS 9	Financial Instruments
10)	Ind AS 110	Consolidated Financial Statements	IFRS 10	Consolidated Financial Statements
11)	Ind AS 111	Joint Arrangements	IFRS 11	Joint Arrangements
12)	Ind AS 112	Disclosure of Interests in Other Entities	IFRS 12	Disclosure of Interests in Other Entities
13)	Ind AS 113	Fair Value Measurement	IFRS 13	Fair Value Measurement
14)	Ind AS 114	Regulatory Deferral Accounts	IFRS 14	Regulatory Deferral Accounts
15)	Ind AS 115	Revenue from Contracts with Customers	IFRS 15	Revenue from Contracts with Customers

16)	Ind AS 1	Presentation of Financial Statements	IAS 1	Presentation of Financial Statements
17)	Ind AS 2	Inventories	IAS 2	Inventories
18)	Ind AS 7	Statement of Cash Flows	IAS 7	Statement of Cash Flows
19)	Ind AS 8	Accounting Policies, Changes in Accounting Estimates and Errors	IAS 8	Accounting Policies, Changes in Accounting Estimates and Errors
20)	Ind AS 10	Events after the Reporting Period	IAS 10	Events after the Reporting Period
21)	Ind AS 12	Income Taxes	IAS 12	Income Taxes
22)	Ind AS 16	Property, Plant and Equipment	IAS 16	Property, Plant and Equipment
23)	Ind AS 17	Leases	IAS 17	Leases
24)	Ind AS 19	Employee Benefits	IAS 19	Employee Benefits
25)	Ind AS 20	Accounting for Government Grants and Disclosure of Government Assistance	IAS 20	Accounting for Government Grants and Disclosure of Government Assistance
26)	Ind AS 21	The Effects of Changes in Foreign Exchange Rates	IAS 21	The Effects of Changes in Foreign Exchange Rates
27)	Ind AS 23	Borrowing Costs	IAS 23	Borrowing Costs
28)	Ind AS 24	Related Party Disclosures	IAS 24	Related Party Disclosures
29)	Ind AS 27	Separate Financial Statements	IAS 27	Separate Financial Statements
30)	Ind AS 28	Investments in Associates and Joint Ventures	IAS 28	Investments in Associates and Joint Ventures
31)	Ind AS 29	Financial Reporting in Hyperinflationary Economies	IAS 29	Financial Reporting in Hyperinflationary Economies
32)	Ind AS 32	Financial Instruments: Presentation	IAS 32	Financial Instruments: Presentation

33)	Ind AS 33	Earnings per Share	IAS 33	Earnings per Share
34)	Ind AS 34	Interim Financial Reporting	IAS 34	Interim Financial Reporting
35)	Ind AS 36	Impairment of Assets	IAS 36	Impairment of Assets
36)	Ind AS 37	Provisions, Contingent Liabilities and Contingent Assets	IAS 37	Provisions, Contingent Liabilities and Contingent Assets
37)	Ind AS 38	Intangible Assets	IAS 38	Intangible Assets
38)	Ind AS 40	Investment Property	IAS 40	Investment Property
39)	Ind AS 41	Agriculture	IAS 41	Agriculture

***

Highlights on SEBI (Issue and Listing of Debt Securities by Municipality) Regulations, 2015*

The debt market in India for municipal securities has grown considerably since the issuance of Municipal bonds by Ahmedabad Municipal Corporation. Since 1998, other cities that have accessed the capital markets through municipal bonds without state government guarantee include Nashik, Nagpur, Ludhiana, and Madurai. In most cases, bond proceeds have been used to fund water and sewerage schemes or road projects. India's city governments have thus mobilized about Rs. 4,450 million from the domestic capital market through taxable municipal bonds. The last issuance was done by Greater Vishakhapatnam Municipal Corporation for Rs 30 Crores in 2010.

The Government of India, in order to boost the municipal bond market, allowed the municipalities to issuer tax-free municipal bonds. The central government amended the Income Tax Act (1961 vide the Finance Act 2000), whereby interest income from bonds issued by local authorities was exempted from income tax. The GOI issued guidelines for issue of tax-free municipal bonds in February 2001. These guidelines stipulate eligible issuers, use of funds, essential pre-conditions, maturing period, buy-back, nature of issue and tax benefits, ceiling amount for a project, compulsory credit rating, and external monitoring of the tax-free municipal bond.

Taking into consideration the above, SEBI placed a concept paper on the SEBI website, proposing a framework, governing issuance and listing of debt securities by the Municipalities, along with the draft SEBI (Issue and Listing of Debt Securities by Municipality) Regulations, 2015 for seeking public comments on the same.

After receiving representations and suggestions, SEBI approved the draft Regulations on its Board Meeting dated 22 March, 2015 and notified the SEBI (Issue and Listing of Debt Securities by Municipality) Regulations, 2015 on July 15, 2015. The regulations provide for public issuance and listing of privately placed municipal bonds and also provides for disclosure requirements to be made by the prospective issuers. These regulations are in line with the Government of India guidelines for issue of tax-free bonds by Municipalities.

SEBI (Issue and Listing of Debt Securities by Municipality) Regulations, 2015

- An issuer making public issue of debt securities shall only issue revenue bonds.
- An issuer shall not make a public issue of revenue bonds unless following conditions are complied with:

  (a) it has made an application to one or more recognised stock exchanges for listing of such securities therein:

  Provided that where the application is made to more than one recognised stock exchanges, the issuer shall choose one of them as the designated stock exchange:

  Provided further that where any of such stock exchanges have nationwide trading terminals, the issuer shall choose one of them as the designated stock exchange;

  Explanation.-For any subsequent public issue, the issuer may choose a different stock exchange as a designated stock exchange subject to the requirements of this regulation;

---

* CS Khusbu Mohanty, Assistant Education Officer, ICSI.

The views expressed are personal views of the author and do not necessarily reflect those of the Institute.

(b) it has obtained in-principle approval for listing of its revenue bonds on the recognised stock exchanges where the application for listing has been made;

(c) credit rating has been obtained from at least one credit rating agency is disclosed in the offer document.

Provided that the revenue bonds intended to be issued shall have a minimum investment grade rating.

Provided further that where credit ratings are obtained from more than one credit rating agencies, all the ratings, including the unaccepted ratings, shall be disclosed in the offer document;

(d) it has entered into an arrangement with a depository for dematerialisation of the revenue bonds that are proposed to be issued to the public, in accordance with the Depositories Act, 1996 and regulations made there under.

- The revenue bonds shall have a minimum tenure of three years or such period as specified by SEBI from time to time.
- The revenue bonds shall have a maximum tenure of thirty years or such period as specified by SEBI from time to time.
- The issuer shall appoint one or more merchant bankers at least one of whom shall be a lead merchant banker.
- The issuer shall create a separate escrow account for servicing of revenue bonds with earmarked revenue.
- The issuer shall appoint a monitoring agency such as public financial institution or a scheduled commercial bank to monitor the earmarked revenue in the escrow account;

  Provided that where the issuer is corporate municipal entity, it shall appoint a debenture trustee in accordance with the provisions of SEBI (Debenture Trustees) Regulations, 1993 and Companies Act, 2013.

(**Note:** As this regulation was notified on July 15, 2015 hence not applicable for December 2015 Examination.)

***

Secretarial Standards*

"Benchmarking standards of excellence in every sphere of corporate activities is the need of the day"

In India, it is heartening that the Government places substantial reliance on the professional bodies and their members in ensuring adoption of good governance practices by the corporate sector. The professional bodies are being perceived as the extended arms of the regulator. To fulfill its role as an extended arm of the regulator towards ensuring adoption of best secretarial practices and ethical standards by corporate entities, the ICSI established the Secretarial Standards Board (SSB) with the objective of formulating Secretarial Standards. The setting up of Secretarial Standards Board and issuance of Secretarial Standards is a pioneering effort made by the Institute in standardization of diverse secretarial practices.

Secretarial Standards are the policy documents relating to various aspects of secretarial practices in the corporate sector. Secretarial Standards give a clear direction and seek to ensure that the law, which at many times is subject to multifarious interpretations, is followed both in letter and spirit. The Standards lay down 'a set of principles' which companies should adopt and adhere to in discharging their corporate responsibilities.

Statutory Definition

The term 'Secretarial Standard' is defined as an explanation to section 205(1) of the Companies Act, 2013 (Act) to mean Secretarial Standards issued by the Institute of Company Secretaries of India constituted under section 3 of the Company Secretaries Act, 1980 and approved by the Central Government.

Need for Secretarial Standards

Companies follow diverse secretarial practices evolved over a period of time through varied usages and as a response to differing business cultures and therefore there is a need to integrate, harmonise and standardise such practices so as to promote uniformity and consistency to improve the corporate governance regime.

Secretarial Standards seek to integrate, harmonize and standardize the diverse secretarial practices being followed by various corporates through assimilation of best practices.

Statutory Recognition

Section 118(10) of the Companies Act, 2013 recognizes the secretarial standards specified by Institute of Company Secretaries of India (ICSI). It is the beginning of a new era in corporate governance, where not only financial standards but also non-financial standards have been prioritized and given statutory recognition.

---

* CS Rakesh Kumar, Assistant Education Officer, ICSI.

The views expressed are personal views of the author and do not necessarily reflect those of the Institute.

Scope and Observance of Secretarial Standards

Secretarial Standard on Meetings of the Board of Directors (SS-1) and Secretarial Standard on General Meetings (SS-2) issued by the Institute of Company Secretaries of India (ICSI) are applicable to all companies w.e.f 1st July, 2015 (except One Person Company where there is only one director and class or classes of companies which may get exempted through any notification of the Central Government).

Secretarial Standards on Meetings of the Board of Directors (SS-1) prescribes a set of best practices for convening and conducting Meetings of the Board of Directors and matters related thereto. The provisions of the standard are equally applicable to the meetings of the Committees of the board, unless otherwise provided in law or other applicable guidelines.

Secretarial Standard on General Meetings (SS-2) prescribes a set of principles for the convening and conduct of General Meetings. In addition, the Standard seeks to further shareholder's democracy by laying down principles for better corporate disclosures. The principles enunciated in SS-2 for General Meetings of Members are applicable mutatis mutandis to Meetings of debenture-holders and creditors. A Meeting of the Members or class of Members or debenture-holders or creditors of a company under the directions of the Court or the Company Law Board (CLB) or the National Company Law Tribunal (NCLT) or any other prescribed authority shall be governed by SS-2 without prejudice to any rules, regulations and directions prescribed for and orders of, such courts, judicial forums and other authorities with respect to the conduct of such Meetings.

The Secretarial Standards are in conformity with the provisions of the Act. However, if due to subsequent changes in the Act, a particular Standard or any part thereof becomes inconsistent with the Act, the provisions of the Act shall prevail.

Benefits of observing the Secretarial Standards

- **A credible tool for strengthening board processes and shareholders' meetings**

  Secretarial Standard on Meetings of the Board of Directors (SS-1) is a top level tool aiding the board process that forms the foundation for the decisions made at Board level. It goes without saying that an effective mechanism must be in place so as to make the board process, robust, authentic, and reliable. Adoption of the Secretarial Standards will facilitate effective deliberations and timely decision making by all the directors including non-executive and independent directors. The Standards will bring more clarity as, meetings will be called with proper notice, items of agenda will be disseminated timely with adequate information and board processes will be properly documented. SS-1 introduces a reliable mechanism to guide the Directors who do the decision making at the top level.

  Similarly, Secretarial Standard on General Meeting (SS-2), streamlines the entire mechanism relating to calling and holding general meetings consistent with rules of procedure contained in the law and also the best corporate practices.

- **Better interpretation of laws**

  Companies follow diverse secretarial practices which have evolved over a period of time through varied usages and as a response to differing business cultures. Secretarial Standards provide for facilitating provisions that aim to systematize the differing

practices. The Standards are a comprehensive practice module strengthening the provisions of Companies Act, 2013.

- **Boost Corporate Transparency**

  Transparency and accountability are considered essential characteristics of good corporate governance. Secretarial Standards would lend greater credibility to the practices and procedures on important matters relating to the meetings and ensure that stakeholders including the investors are better informed of effective decision making.

- **Furthering Shareholders' Democracy**

  Investors are continually raising the bar for governance Standards. Secretarial Standards have the potential to create enormous confidence in the minds of investors, more specifically the fund managers and the overseas investors, towards adherence of corporate governance practices in India.

- **Compliments Corporate Governance Practices**

  The Secretarial Standards enhance the concept of Corporate Governance that primarily hinges on complete transparency, integrity and accountability of the management with a greater focus on investor protection and public interest. Secretarial Standards aim to safeguard the systems that are in place and play a complimenting role in for ensuring corporate governance.

Secretarial Standards – A Consultative Upshot

The Secretarial Standards have been formulated by the Secretarial Standards Board (SSB) of ICSI by following a detailed consultative process and by seeking the views and suggestions of various professionals, trade and industry organizations, Government departments and the public at large so as to obtain wide expertise.

The SSB comprises representatives of major Industry Associations viz, FICCI, CII and ASSOCHAM, representatives of regulatory authorities, such as the Ministry of Corporate Affairs, Securities & Exchange Board of India, Reserve Bank of India, Bombay Stock Exchange, National Stock Exchange of India Ltd. and the sister professional bodies viz. the Institute of Chartered Accountants of India and the Institute of Cost Accountants of India and eminent members of the Institute of Company Secretaries of India in employment and in practice.

Company Secretary and Secretarial Standards

A good corporate culture is essential and it is the Company Secretaries who can play a key role in instilling the good corporate culture through adoption of best practices and standards within the organization. Companies should begin to treat the Secretarial Standards not merely as another legal document/compliance but as a way of corporate life.

Secretarial Standards are a reality now and company secretaries in employment as well as company secretaries in practice have been entrusted with the duty to ensure the compliance of applicable secretarial standards. This has given a new dimension to the profession.

***

Note: Students are advised to study the text of SS-1 and SS-2 available on ICSI website at https://www.icsi.edu/SecretarialStandards.aspx

Start up India - Stand up India*

Once again our Prime Minister has given an inspiring speech from Red Fort on the eve of 69th Independence Day celebration. One of the major announcements which is very relevant from the point of view of youth and also for our profession is the slogan of "Start up India, Stand up India". The PM has categorically called upon the 1.25 lakh bank branches in the country to support at least one start up. The potential is infinite and it raises the hopes of millions of unemployed youths having dreams and vision but who are unable to realise their potential in absence of proper support. Earlier in the budget speech, Hon'ble Finance Minister had announced the establishment of Mudra bank for SME sector which have historically been neglected area and now this specific mention of start-up generates a lot of hope.

It can be expected that a slew of measures would be following to really take the dream of Start up India forward and ensure that it does not just remain an empty slogan. Earlier also, under the *Swachh bharat abhiyaan*, *digital India campaign* and numerous other schemes, the PM announced a mission, and took a first step towards the destination. Later a slew of measures were taken, like a good commander fighting a big battle sending reinforcements to remove the roadblocks in reaching the destination.

After achieving political freedom, India is fighting the battle to achieve financial and social independence for all its citizens. 'Stand up India' seems to be one of the armaments from the arsenal of Policy makers to win the battle against poverty and unemployment and achieving financial independence for its citizens.

As professionals, company secretaries need to think of innovative ways to ensure that they can contribute in this mission. The needs of a start-up maybe quite different from a well established firm. While the established company may be planning on growth and diversification, the start-up is more focused on survival. As experts of company law, company secretaries need to keep the peculiar requirements of these upcoming start-ups in mind. While the established players may be very clear about their requirements, the start-ups may need much more counselling and discussion so as budding professionals company secretaries need to be more patient with these upcoming enterprises. It would not be a wise decision to hire a whole bus which would be very impractical if you are travelling alone or with a small group. The cost involvement and other compliance would not be justified. Even a cycle can serve the purpose. So for a start-up a private company or a LL.P may be appropriate. However as new people came along and business finalises its direction and need to increase its speed, one can switch to motorcycle. And once more people come along obviously some day you can use the bus. So although a start-up may even set up as a sole proprietor, with time it would need to be converted into LL.P or private company and can ultimately grow into a listed company.

Company Secretaries, by virtue of their training have special attachment with the Company form of business. Across the world, fellow professionals have already renamed themselves and now are known as chartered secretary and governance professionals. The change gives a clear indication that all entities which have a group of people, needs to be governed. In India it is only

---

* Sharad Kumar Jhunjhunwala, Assistant Director, ICSI.

The views expressed are personal views of the author and do not necessarily reflect those of the Institute.

ICSI which specialises in the niche of corporate governance. Company form of doing business may not always be appropriate every time. Even the legislation recognises this fact and hence keeps trying to bridge the gap. The LL.P Act can be sighted as an example, which is of a recent origin. The nature of activity, the mode of financing, the stage of business etc. all should be kept in mind before suggesting an appropriate form. Co-operative form of doing business is also a very good form of doing business; we have great success stories like AMUL and IFFCO to name a few. However it seems that the pace of growth in this sector has taken a back seat.

The Companies Act, 1956 has been replaced by the Companies Act, 2013. The same may be replaced by another Act may be in future. Although the form keeps changing, however the underlying basic principle remains the same. The basic principle of any corporate entity is that it is formed for a purpose. To do great activities we need to unite and work for some purpose or objective, completely leaving behind our personal issues. As a governance professional, we need to ensure that the purpose can be achieved with minimum friction by balancing the interests of various stakeholders.

Skill India, Digital India and now Start-up India. This triangle can open up huge potentials and really transform India. As professionals we need to ensure that the start-ups are provided proper guidance in choosing the appropriate form of business and also change the form as and when needed. We need to help them comply with various statutory requirements applicable to their area of operation and ensure that there governance structure is strong and is able to withstand bad weather. We need to ensure that the start-ups can focus on their core area and depend on us for the legal and regulatory compliance. So fellow future professionals stand up and start up to achieve the dream of developed India.

***

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

Attention Students

Applicability of the Finance Act for December 2015 Examinations

Students appearing in the following Papers in December 2015 Examinations

Executive Programme

(i) Tax Laws and Practice (Module-1, Paper-4)

Professional Programme

(ii) Advanced Tax Laws and Practice (Module-3, Paper-7)

May note as follows:

1. For Direct taxes, Finance (No.2) Act, 2014 is applicable for December 2015 Examination.
2. Applicable Assessment year for December 2015 Examination is 2015-16 (Previous Year 2014-15).
3. Since, Wealth Tax Act, 1957 has been abolished w.e.f. 1st April, 2016. The questions from the same will not be asked in examination from December 2015 session onwards.
4. For Indirect Taxes, all changes made by the Finance Act, 2015 are also applicable for December 2015 examination. Supplements covering major Amendments, Notifications, Circulars etc. made/issued under Finance Act, 2015 is uploaded under the 'Academic Corner' of the Institute's website.
5. Students are also required to update themselves on all the relevant Notifications, Circulars, Clarifications, etc. issued by the CBDT, CBEC & Central Government, on or before six months prior to the date of the December 2015 Examination.

Legal World

CORPORATE LAWS

VIJAY MALLYA* v. *ENFORCEMENT DIRECTORATE, MIN.OF FINANCE [SC]

Criminal Appeal No.1406 of 2009

J. Chelameswar &Adarsh Kumar Goel, JJ. [Decided on 13/07/2015]

Foreign Exchange Regulation Act, 1973- sections 40 and 56 - wilful failure to appear before the investigating authorities - SC imposes exemplary costs.

Brief facts: The appellant was summoned by the Chief Enforcement Officer, Enforcement Directorate, under FERA with his passport and correspondence relating to a transaction with Flavio Briatore of M/s. Benetton Formula Ltd., London, to which the appellant, as Chairman of United Breweries Ltd., was a party. Allegation against the appellant was that he entered into an agreement dated 1st December, 1995 with the earlier mentioned English Company for advertisement of 'Kingfisher' brand name on racing cars during Formula-I World Championships for the years 1996, 1997 and 1998 providing for fee payable. Requisite permission of the Reserve Bank of India was not taken which was in violation of provisions of the FERA. Since the appellant failed to appear in response to summons issued more than once, a complaint dated 8th March, 2000 was filed before the Additional Chief Metropolitan Magistrate, New Delhi. The trial court after considering the material on record summoned the appellant and framed charge against him.

The appellant challenged the above order of the Magistrate before the High Court which dismissed the petition by holding that framing of composite charge could not be treated to have caused prejudice so as to vitiate the proceedings. It was further observed that default of the appellant in relation to summons dated 15th September, 1999 for attendance on 27th September, 1999 could not be taken into account and to that extent the charge was liable to be deleted but with regard to the defaults in relation to summons dated 7th October, 1989, 8th November, 2009 and 21st December, 1999, the proceedings were not liable to be interfered with as the appellant could contest the matter before the trial court itself in the first instance.

Decision : Appeal dismissed with exemplary costs.

Reason : It is respectfully submitted that the accused has been intentionally avoiding his appearance before the Enforcement Directorate knowing fully well that non-compliance of the directions renders the person liable for prosecution in a Court of law which is a non-bailable offence. It is further submitted that the accused was bound to appear before the Officers of the Enforcement Directorate in the best interest of investigation.

As regards summons dated 8th November, 1999, the appellant has offered the following explanation:

"As you will appreciate, I am the Chairman of several public Companies both in India as well as in the USA and, therefore, my schedule is finalized several months in advance. During the fiscal year

end period, the problem only gets compounded. I would, therefore, request you to excuse me from the personal appearance on November 26, 1999 as I will be out of India. I am willing to fix a mutually convenient date to appear before you."

From the tenor of the letter, it appears that it was not a case of mere seeking accommodation by the appellant but requiring date to be fixed by his convenience. Such stand by a person facing allegation of serious nature could hardly be appreciated. Obviously, the enormous money power makes him believe that the State should adjust its affairs to suit his commercial convenience.

In our opinion, the appeal is required to be dismissed for more than one reason. The fact that the adjudicating officer chose to drop the proceedings against the appellant herein does not absolve the appellant of the criminal liability incurred by him by virtue of the operation of Section 40 read with Section 56 of the Act. The offence under Section 56 read with Section 40 of the Act is an independent offence. If the factual allegations contained in the charge are to be proved eventually at the trial of the criminal case, the appellant is still liable for the punishment notwithstanding the fact that the presence of the appellant was required by the adjudicating officer in connection with an enquiry into certain alleged violations of the various provisions of the Act, but at a subsequent stage the adjudicating officer opined that there was either insufficient or no material to proceed against the appellant for the alleged violations of the Act, is immaterial.

Secondly, an appeal against the conclusion of the adjudicating officer that the proceedings against the appellant herein for the alleged violation of the various provisions of the FERA Act are required to be dropped has not even attained finality. Admittedly, such an order of the adjudicating officer confirmed by the statutory appellate authority is pending consideration in an appeal before the High Court. Though, in our opinion, the result of such an appeal is immaterial for determining the culpability of the appellant for the alleged violation of Section 40 read with Section 56, we must record that the submission made on behalf of the appellant in this regard itself is inherently untenable.

For all the above mentioned reasons, we do not see any merit in the appeal. We are also of the opinion that the entire approach adopted by the appellant is a sheer abuse of the process of law. Any other view of the matter would only go to once again establishing the notorious truth stated by Anatole France that – "the law in its majestic equality, forbids the rich as well as the poor to sleep under bridges, to beg in the streets and to steal bread".

The appeal is dismissed with exemplary costs quantified at rupees ten lakhs to be paid to the Supreme Court Legal Service Authority.

COMPETITION LAW

IN RE: M/S SHETH & CO & 12 ORS. [CCI]

Suo Moto Case No. 04 of 2013

Ashok Chawla, S. L. Bunker, Sudhir Mital, Augustine Peter and U. C. Nahta.

[Decided on 10/06/2015]

Brief facts : The present case relates to suo-motu cognizance taken by the Commission against allegations of suspected cartelization by thirteen manufacturers/suppliers of "CNcontainer i.e., 'containers with disc required for 81 mm bomb' (hereinafter, the"Product") to the three ordnance factories namely, Ammunition Factory, Khadki, Pune (hereinafter, "AFK'); Ordnance Factory Dehu

Road, Pune (hereinafter, "OFDR"); and Ordnance Factory, Chanda, Chandrapur, Maharashtra (hereinafter, "OFCH").

The Opposite Parties have submitted identical/ similar price bids in response to tenders floated by the three ordinance factories from 2008 onwards. The bids submitted by the Opposite Parties demonstrated a peculiar bidding pattern - whilst majority of the bidders quoted same prices, only 2-3 of the bidders quoted prices which were slightly higher than the price bids submitted by the remaining. Analysis of the cost structures i.e., (a) profit and loss statements showing the value of raw material purchased and other cost heads; and (b) price data obtained from Asha Celluloid (the sole supplier of CN sheets to Opposite Parties) shows variations in sale prices of this input/ raw material qua the Opposite Parties, shows that there were significant differences in the cost structures of the Opposite Parties, attributable to variations in the input procurement costs and labour costs.

Decision : Cease and desist order passed.

Reason : In the present case, the price bids submitted by the Opposite Parties to the tenders issued by the ordinance factories were either identical or similar with minor variations in a very narrow price band. The Opposite Parties have also admitted to their bid quotes being identical though they tried to justify their near same prices under the guise of production costs, taxes etc. The Commission notes that there is a noticeable difference in price at which the main raw material i.e., CN sheet is being supplied by Asha Celluloid to different Opposite Parties and this rate has remained constant over the years. Further, the CN sheet constitutes a substantial portion of the overall cost of production for all the Opposite Parties varying between 50% to 80% and any variation in the per unit purchase price of CN sheet would not result in parallel prices, identical to the last paisa.

The Commission takes note of the fact that the price collusion adopted by the Opposite Parties in the present case is very apparent. Even if we accept the contention of OP3 that it quoted a uniform price of Rs. 14.47 over the years as it procured CN sheet from Asha Celluloid @ Rs. 400 per unit, it remains unexplained as to why and how OP8 also quoted the same rate in various tenders despite the fact that OP8 procured CN sheets @ Rs 850 per unit, which is much higher than procurement costs incurred by OP3. The Commission is also not convinced with the justification offered by Opposite Parties that the rates of their bids were based on the previous year's bids submitted by their competitors. In the present case, the typical market conditions i.e., small number of manufacturers, geographical proximity, absence of new entrants, predictable and stable demand, standardized product, non-availability of substitutes etc. strongly indicates that the market is very conducive to collusion. Further, given the fact that Product is stringently standardized, there is hardly any opportunity for manufacturers to innovate on quality of the Product or offer better prices to compete for higher market shares.

Further, the Commission notes that the cross ownership of the few market players unequivocally points towards concerted action in the bidding process. The statements of the representatives of some of the Opposite Parties set out below show that the companies are closely related with common or related directors. From the statements of representatives of the Opposite Parties, it is clear that: (i) OP1 and OP2; (ii) OP4 and OP6; (iii) OP3 and OP11; (iv) OP8 and OP9; (v) OP12 and OP13 are either having common directors or having different members of the same family at the helm of affairs. This clearly indicates that out of the thirteen manufacturers i.e. Opposite Parties in the market, the modus operandi of at least ten of these firms is governed by the principles of mutual understanding and benefit. The Commission is convinced that common ownership of a

large number of Opposite Parties coupled with the fact that a number of Opposite Parties quoted same rates indicates to a conclusion that the Opposite Parties acted pursuant to an anti-competitive agreement/ understanding to manipulate the bidding process in the present case. Moreover, the Opposite Parties have not produced even a single piece of evidence to show that their individual price bids were independently determined by them.

In the present case, the adverse effects of the agreement/understanding between the Opposite Parties are also clearly visible. The agreement between the Opposite Parties has not only resulted in creation of barriers to new entrants but has also foreclosed competition by hindering entry into the market. Only a handful of entities control the already limited market and make every possible attempt to share the bids amongst themselves. Moreover, during last 5-6 years, only one new firm, i.e., the OP13, a group company of OP12 has entered the market.

Additionally, the case records also indicate that at least one firm has been ousted from the market in the period between 2009 and 2013, thereby, indicating that the agreement may have also led to driving the existing competitors out of the market. The consumers in the present case are the three ordinance factories. The prices quoted by the bidders were artificially inflated as the contracts were awarded at downward negotiated prices. The Commission notes that, in the absence of any such an anti-competitive agreement, the bidders would have not only competed against each other (on price) but may have also undercut each other to secure the contract which would have resulted in lower prices for the consumers. Therefore, the consumers, i.e., the three ordinance factories, have also been deprived of the benefits that could have accrued to them on account of the competitive bidding process.

The Commission rejects the justification of the Opposite Parties that the agreement between them has resulted in stabilization of prices. On the contrary, Opposite Parties have artificially inflated the prices at which the contracts were awarded to them and there is no evidence to show that the agreement amongst the Opposite Parties resulted in improvement in production or distribution of goods or promotion of scientific, technical and economic developments.

Based on the analysis recorded above, the Commission is of the view that the Opposite Parties have engaged in the practices of determination of purchase price of "CN Container" and collusive bidding and in view of the above discussions, the Commission holds that the Opposite Parties have acted in contravention of the provisions of sections 3(3) (a) and section 3(3) (d) read with section 3(1) of the Act.

Accordingly, the Commission directs the Opposite Parties to cease and desist from the practices that have been found to be anti-competitive i.e., price fixing and collusive bidding.

GENERAL LAWS

INDUSTRIAL & LABOUR LAWS

ZUARI CEMENT LTD.* v. *REGIONAL DIRECTOR,ESIC & ANR [SC]

Civil Appeal Nos. 5138-40/2007

T.S. Thakur & R. Banumathi, J J. [Decided on 02/07/2015]

Employees State Insurance Act, 19 - Section 87 - power to grant exemption to an establishment- whether ESI court has power to grant exemption - Held, No.

Brief facts : The appellant is engaged in the business of manufacture and sale of cement situated at Yerraguntla in Cuddapah District. The said area was brought under the purview of ESI Scheme

with effect from 1.03.1986. The Government of Andhra Pradesh granted exemption to the appellant-cement factory from the operation of the Act by various orders for the period from 1.03.1986 to 31.03.1993. The State Government rejected appellant's application for exemption for the period from 1.04.1993 to 31.03.2001. Following rejection of claim for exemption, the Regional Director, ESI Corporation, issued various demand notices cumulatively demanding a sum of Rs. 65, 38,537/- towards contributions for the period from 1.04.1993 to 31.03.1999. Challenging the order of appropriate government rejecting its claim for exemption and also challenging the demand notices, the appellant filed number of writ petitions before the High Court. The High Court disposed of those writ petitions with direction to the appellant to approach the ESI Court.

The appellant then approached the ESI Court, which granted future exemption to the appellant from the coverage of the ESI Scheme and the ESI Court also set aside the impugned demand notices for the period between1993 to 2001 and the interest thereon. Assailing the said order, the ESI Corporation filed appeal before the High Court contending that ESI Court does not have power to grant exemption and it is only the appropriate government which has got the power to exempt anyone from the application of the Act. By the impugned judgment dated 21.09.2007, the High Court allowed the appeals of the Corporation holding that ESI Court does not have the power to grant exemption. In these appeals, the appellant assails the correctness of the above judgment.

Decision : Appeals dismissed.

Reason : We have carefully considered the rival contentions and perused the impugned judgment and also the order passed by the ESI Court and the material placed on record. The appellant actually is paying the ESI contribution from 1.04.1999. The dispute in these appeals, therefore, pertains only to the period from 1.04.1993 to 31.03.1999.

As per the scheme of the Act, the power to grant exemption is a plenary power given to an appropriate government. It follows that the ESI Court constituted under Section 74 of the Act has no jurisdiction to take up the question of grant of exemption. The Court constituted underSection 74 of the Act cannot decide such matters including the validity of an exemption notification. The order granting or denying exemption is certainly open to judicial review underArticle 226 of the Constitution of India. But the question of exemption under Section 87 cannot be raised under Section 75 of the Act and the ESI Court constituted under Section 74 of the Act, cannot decide the legality or otherwise of an order relating to exemption passed by the appropriate government.

As discussed earlier, in terms of Section 87 of the Act, only the appropriate government has the power to grant exemption to a factory or establishment or class of factories or establishments from the operation of the Act. In fact, the appellant-factory itself has obtained exemption from the appropriate Government-State Government under Section 87 of the Act for the period from 1986 to 1993. Likewise, the rejection of exemption was also under Section 87 of the Act. While so, seeking the relief of declaration from the ESI Court that the appellant is entitled to exemption from the operation of the Act is misconceived. Contrary to the scheme of the statute, the High Court, in our view, cannot confer jurisdiction upon the ESI Court to determine the issue of exemption. ESI Corporation, of course, did not raise any objection and subjected itself to the jurisdiction of the ESI Court. The objection as to want of jurisdiction can be raised at any stage when the Court lacks jurisdiction, the fact that the parties earlier acquiesced in the proceedings is of no consequence.

As per the scheme of the Act, appropriate government alone could grant or refuse exemption. When the statute prescribed the procedure for grant or refusal of exemption from the operation of the Act, it is to be done in that manner and not in any other manner. In *State of Jharkhand &Ors v. Ambay Cements &Anr, (2005) 1 SCC 368,* it was held that "It is the cardinal rule of interpretation that where a statute provides that a particular thing should be done, it should be done in the manner prescribed and not in any other way".

Where there is want of jurisdiction, the order passed by the court/tribunal is a nullity or non-est. What is relevant is whether the Court had the power to grant the relief asked for. ESI Court did not have the jurisdiction to consider the question of grant of exemption, order passed by the ESI Court granting exemption and consequently setting aside the demand notices is non-est. The High Court, in our view, rightly set aside the order of ESI Court and the impugned judgment does not suffer from any infirmity warranting interference.

Since the order passed by the ESI Court is a non-est, which was rightly set aside by the High Court, we are not inclined to go into the merits of the appellant's contention that they have a full-fledged hospital and are providing various medical facilities and better health schemes to its employees and their family members.In the result, all the appeals are dismissed.

DIPANKAR PAUL* v. *CONSULTING ENGINEERINGSERVICES (INDIA) PVT LTD [DEL]

W.P. (C) 6930/2012

V.P. Vaish, J. [Decided on 14/07/2015]

Industrial Disputes Act, 1947 - dismissal of workman - workman filed claim petition within one year from the expiry of the notice period- whether the claim is within the limitation period - Held, Yes.

Brief facts : The petitioner was working as a Computer Operator with the respondent since the year 2000 and the respondent vide letter dated 01.07.2009, terminated services of the petitioner from the date of completion of notice period i.e. 31.07.2009 without making payment of earned wages and other dues of the petitioner.

Aggrieved by the action of the respondent, the petitioner served a demand notice dated 23.07.2009 and thereafter filed a statement of claim on 17.07.2010 before the Labour Court. Vide impugned order dated 06.05.2011, learned Labour Court dismissed the claim of the petitioner as barred by limitation. The petitioner then moved an application for setting aside of order dated 06.05.2011 which was dismissed by the learned Labour Court vide order dated 29.09.2012, which is challenged in the present petition.

Decision : Petition allowed.

Reason : The short issue involved in this petition for consideration is, as to which date termination of services be effected from, the date of issuance of notice of termination i.e. 01.07.2009 or the date of completion of notice period of one month?

The underlining object of Section 25F of the ID Act is two-fold. Firstly, a retrenched employee has one month time to have at his disposal to search for alternate employment and secondly, the workman must be paid retrenchment compensation not only as a reward earned for his previous services but also as a sustenance to the worker for the period which may be spent in search for another employment.

A bare perusal of Section 10(4A) of the ID Act shows that it is manifestly clear that the workman may apply to Labour Court or Tribunal within 12 months from:

(i) Date of communication of order of discharge; or

(ii) Date of termination (if otherwise) specified; or

(iii) Date of commencement of Industrial Disputes (Delhi Amendment) Act, 2003 whichever is later.

In the instant case, the petitioner was issued termination letter dated 01.07.2009 (Annexure A-1). However, a careful perusal of the said letter clearly shows that the services of the petitioner were to stand relieved from the "date of completion of notice period", i.e. 31 st July, 2009. Therefore, in the instant circumstances limitation period will be calculated from 31.07.2009, which is specified in the termination letter dated 01.07.2009 and not from the date of communication of the termination letter.

Thus, in view of the provisions of Industrial Disputes Act, 1947 the claim filed by the petitioner on 17.07.2010 is within the period of limitation.

In view of the aforesaid discussion, the petition is allowed and the impugned orders dated 06.05.2011 and 29.09.2012 passed by learned Presiding Officer, Labour Court-V, Karkardooma Courts, Delhi are set aside. The concerned Labour Court is directed to decide the claim petition in accordance with law.

***

Video lectures on the following topics are available under the head MOOCs on ICSI Website at the link www.icsi.edu/MOOCS.aspx

- Companies Act, 2013
- Competition Act
- Drafting of Business and other Agreements
- Corporate Risk
- Corporate Governance
- CSR
- Equity and Equity Derivatives
- Export Import Procedures and Documentation
- Practical Aspects of Direct taxes
- Cyber Laws-Case studies
- Soft Skills like Corporate Grooming
- Negotiating Skills and Group Dynamics
- Strategies to win Interview and CV writing
- Dining Etiquettes
- Personality Development and Public Speaking
- Mock Board Meeting and Mock Annual General Meeting, etc.

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

Student-ICSI Academic CONNECT

Students may clarify their subject specific academic queries related to study material between 2.00 p.m. to 3.00 p.m. on all working days (Monday- Friday) at 011-45341074.

Students may also write their academic queries on academics@icsi.edu

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

विद्यार्थी ध्यान दें, वह अपने विषय सम्बन्धी संदेह निवारण के लिए सोमवार से शुक्रवार (समय दोपहर २.०० से ३.०० बजे) दूरभाष न. 011-45341074 पर संपर्क कर सकते हैं या उसे ई-मेल academics@icsi.edu **पर भेज सकते हैं।**

Student Services

The Institute has initiated various steps to provide instantaneous services to its stakeholders by the use of technology. More and more services are being added in this march for automation. The study material is now fully available to one and all through the online portal. Some of services and their uses which are important for awareness are listed:

CALL CENTRE

The Institute has established a dedicated call centre with Phone Nos. 011-33132333, 011-66204999. The Call Centre provides for Interactive Voice Response as well as a Ticketing Mechanism.

E BOOKS

Students have now been provided various options for study material. In addition to softcopy of the study material, eBooks have also been developed. All such eBooks shall be displayed when the website of the Institute www.icsi.edu is viewed only through mobile device.These eBooks can be freely downloaded on the mobile device for reading. Appropriate reader for these epub file may be downloaded from respective online stores. For example for android mobile platform, the online store play.google.com may be used. There are many readers available on the android platform and many of them have got enhanced capability of speech and search. One such reader on the android platform is Cool Reader. All the epub files can be downloaded and opened through such eBook readers.

CS TOUCH - ANDROID BASED MOBILE APPLICATION

The Institute of Company Secretaries of India has launched 'CS touch' an android and IOS based mobile application for students and members recently. CS touch is an android and IOS based mobile application for web based content Management system. The application features are Splash screen, home screen, top menu screen. Following categories will be available to end users in times to come like Announcements, Events, Photo Gallery, Videos, President message, ICSI in media, Contact us, Know your Institute, Favourite, Setting and Info among others. CS touch is available in Google play store. You can download the same from Google play store.

REGISTRATION

Renewal of Registration (Registration Denovo / Extension)

Registration of students registered upto and including July, 2010 stands terminated on expiry of five-year period on 30th June, 2015. Similarly, registration of students registered upto and including August, 2010 stands terminated on expiry of five-year period on 31st July, 2015.

Students are advised to apply for Registration De novo/ Extension of registration as per the guidelines published in this bulletin. Online facility for availing Registration Denovo and Extension is available at www.icsi.edu. Students are required to login to their account in the Student Portal www.icsi.edu for seeking Registration Denovo or Extension subject to meeting the eligibility conditions. Students are required to seek Registration Denovo or Extension by 9th April and 10th October for appearing in June and December sessions of examinations. Detailed process for seeking Registration Denovo and Extension online is given below.

However, students whose registration is valid till 31st August, 2015 are eligible for appearing in December 2015 examination without any extension/de-novo of their registration.

ONLINE DE NOVO & EXTENSION REGISTRATION PROCESS

(FOR EXECUTIVE PROGRAMME & PROFESSIONAL PROGRAMME STUDENTS)

STEP 1 : Click the Online Services button on the home page of www.icsi.edu

STEP 2 : Click on the Student login option.

STEP 3 : Enter your User name (i.e. Registration number) and Password and Click on Login

STEP 4 : Go to "Students" option and then click on "My Account"

STEP 5 : Go to "Payment Requests" option and click on "Denovo Registration & Extension"

STEP 6 : Select Request Type and Payment mode and then click on "Submit Request" Request ID and Transaction ID will be generated on successful submission of the request

STEP 7 : Proceed for payment through Credit Card / Debit Card / Net Banking/Challan.

For all successful payments an acknowledgement receipt is generated and an intimation will be sent on the respective email ID. In case acknowledgement is not generated due to any reason, follow the procedure as given below:

Click Student-> select My Account

Click payment request->Generate payment Receipt

Write Request id and Transaction id and click on check status.

STEP 8 : Please download the de novo registration Letter from Section "Letter for student" in "other" option

STEP 9 : In case of unsuccessful payment please resubmit your request

REGULARISATION OF EXECUTIVE PROGRAMME ADMISSION

Students provisionally admitted to the Executive Programme are advised to upload the scanned copies of their graduation Pass Certificates or marksheets for regularizing their admission at their online account at www.icsi.edu . They are required to login at their account to upload the desired marks sheets/certificates at manage account option. Subsequently they are required to go to qualification tab option to upload their graduation pass marksheet/certificate. Students, who have already uploaded / submitted their graduation pass certificate/Marksheet and have not received any confirmation with regard to approval of their admission, must contact the Institute immediately quoting the following particulars through online grievance redressal module:

Name

Details of Fee paid

Admission No.

Email Address

Complete Postal Address with Pin code

CANCELLATION OF PROVISIONAL ADMISSION

Provisional admission of the students, who fail to submit/upload the requisite proof of having passed the graduation examinations within the stipulated time period of six months shall stand cancelled and no refund of fee will be made.

Change of Address/Resetting Password

Students are advised to update their addresses instantly through online services option at www.icsi.edu. Their Registration Number shall be their user Id itself. Students can also reset their password anytime (The new password will be displayed on the screen). The process is given below:

1) Visit Institute's website www.icsi.edu
2) Click on ON-LINE SERVICES (top right side of your screen)
3) Click on Student Login
4) Type your registration number in Username
5) Click on Reset password (students only)
6) Enter your all details (i.e. Your Programme, Registration Number, Gender, DOB, Pin Code etc.)
7) Click on Proceed.
8) Enter your correct e-mail id & mobile number
9) Click on Reset Password and Get the password on screen.

Updation of E-Mail Address/ Mobile

Students are advised to update their E-Mail Id and Mobile Numbers timely so that important communications are not missed as the same are sent through bulk mail/SMS nowadays. Students may update their E-mail Id/ Mobile Number instantly after logging into their account at www.icsi.edu at request option.

Student Identity Card Identity Card can be downloaded after logging into the Student Portal at www.icsi.edu. After downloading the Identity card, students are compulsorily required to get it attested by any of the following authorities with his/her seal carrying name, professional membership No., designation and complete official address:

1. Member of the Institute, with ACS/FCS No.
2. Gazetted Officer of the Central or State Government.
3. Manager of a Nationalised Bank.
4. Principal of a recognized School/College.
5. Officer of ICSI

Unattested Identity Cards are not valid and the students are advised to carry duly attested Identity Card for various services during their visits to the offices of the Institute, Examination Centres, etc.

Registration to Professional Programme

Students who have passed/completed **both** modules of Executive examination are advised to seek registration to Professional Programme through online mode. The prescribed fee is Rs.12,000/-.Eligibility of students registered to professional programme for appearing in the Examinations shall be as under: -

Students registered during	Will be eligible for appearing in
1st December, 2014 to 28th February, 2015	All Modules in December, 2015 Session
1st March, 2015 to 31st May, 2015	Any One Module in December, 2015 Session
1st June , 2015 to 31st August 2015	All Modules in June, 2016 Session
1st September, 2015 to 30th November 2015	Any One Module in June, 2016 Session

While registering for Professional Programme, students are required to submit their option for the Elective Subject under Module 3 as per details given below:-

Electives subject 1 out of below 5 subjects
1. Banking Law and Practice
2. Capital, Commodity and Money Market
3. Insurance Law and Practice
4. Intellectual Property Rights - Law and Practice
5. International Business-Laws and Practices

Notwithstanding the original option of Elective Subject, students may change their option of Elective Subject at the time of seeking enrolment to the Examinations. There will be no fee for changing their option for elective subject, but the study material if needed will have to be purchased by them against requisite payment. Soft copies of the study materials are available on the website of the Institute.

Clarification Regarding Paper wise Exemption

(a) Paperwise exemption is granted only on the basis of specific request received online through website www.icsi.edu from a registered student and complying all the requirements. There is one time payment of Rs. 1000/- (per subject).

(b) Students are required to apply for paper wise exemption on-line by logging into their account on www.icsi.edu before 9th April for June session of examinations and before 10th October for December session of examinations.

(c) The paperwise exemption once granted holds good during the validity period of registration or passing/completing the examination, whichever is earlier.

(d) Paper-wise exemptions based on scoring 60% marks in the examinations are being granted to the students automatically and in case the students are not interested in availing the exemption they may seek cancellation of the same by sending a formal request at exemption@icsi.edu. If any student appears in the examinations disregarding the exemption granted on the basis of 60% marks and shown in the Admit Card, the appearance will be treated as valid and the exemption will be cancelled.

(e) It may be noted that candidates who apply for grant of paper wise exemption or seek cancellation of paper wise exemption already granted, must see and ensure that the exemption has been granted/cancelled accordingly. 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.

(f) Exemption once cancelled on request in writing shall not be granted again under any circumstances.

(g) Candidates who have passed either module of the Executive/Professional examination under the old syllabus shall be granted the paper wise exemption in the corresponding subject(s) on switchover to the new/latest syllabus.

(h) No exemption fee is payable for availing paper wise exemption on the basis of switchover or on the basis of securing 60% or more marks in previous sessions of examinations.

Important

Paper-wise Exemptions are available only on the basis of passing (i) ICAI (Cost) Final Examinations (ii) LL.B. Examinations (with 50% marks) or (iii) Members of ICSA-UK in selected subjects of Executive Programme & Professional Programme and no other exemptions are admissible on the basis of any other higher qualifications.

ATTENTION STUDENTS:

Two More Attempts to students of Professional Programme (Old Syllabus). The Council of ICSI in its meeting on 03.09.2015 decided that the professional programme (Old Syllabus) Students shall be allowed to appear in two more examination under Old Syllabus in December 2015 and June 2016. : -

FAQs ON GRANT OF TWO MORE ATTEMPS TO THE STUDENTS OF PROFESSIONAL PROGRAMME (OLD SYLLABUS)

Q1.	**I am a Student of Professional Programme (Old Syllabus), can I appear for examination under Old Syllabus?**
Ans.	**Yes.**
Q2.	**How many attempts will I get for appearing in examination under Professional Programme (Old Syllabus)?**
Ans.	**You will be allowed to appear in a maximum of two attempts i.e. December 2015 and June 2016 examination under the Old Syllabus.**
Q3.	**Which shall be my last attempt in Professional Programme (Old Syllabus)?**
Ans.	**The last attempt for Professional Programme (Old Syllabus) examination shall be June, 2016.**
Q4.	**I have already switched over under Professional Programme (New Syllabus) and do not want to do reverse switchover to the old syllabus, what should I do?**
Ans.	**You shall appear in the examinations under Professional Programme (New Syllabus).**
Q5.	**I have switched over to Professional Programme (New Syllabus) and have taken one or more examination under Professional Programme (New Syllabus). Am I eligible for reverse switchover to Professional Programme (Old Syllabus)?**
Ans.	**In case you have taken any examination under Professional Programme (New Syllabus) after switchover from Professional Programme (Old Syllabus), you are not eligible for the reverse switchover back to Professional Programme (Old Syllabus).**
Q6.	**I have switched over to Professional Programme (New Syllabus) and have not taken any examination under Professional Programme (New Syllabus). Am I eligible for reverse switchover to Professional Programme (Old Syllabus)?**
Ans.	**Yes, you are eligible. You have to fill Form RSW-1 and send the same at switchover@icsi.edu**
Q7.	**I have switched over to Professional Programme (New Syllabus), enrolled for the examinations, but did not appear in the examination. Am I eligible to revert to Professional Programme (Old Syllabus)?**
Ans.	**Yes, you are eligible. You have to fill Form RSW-1 and send the same at switchover@icsi.edu**
Q7.	**I have switched over to the Professional Programme (New Syllabus) and also enrolled for December, 2015 Examinations in New Syllabus. Am I eligible for taking examinations under Professional Programme (Old Syllabus)?**
Ans.	**Yes, you are eligible for taking examinations under Professional Programme (Old Syllabus) for maximum of two attempts. You have to fill Form RSW-2 and send the same at switchover@icsi.edu**

Q8.	**I have switched over to the Professional Programme (New Syllabus) and but not enrolled for December, 2015 Examinations in New Syllabus. Am I eligible for taking examinations under Professional Programme (Old Syllabus)?**
Ans.	**Yes. You are eligible for taking examinations under Professional Programme (Old Syllabus) for maximum of two attempts. You have to fill form RSW-1 as below and send to email id switchover@icsi.edu**
	FORM- RSW-1 **FOR STUDENTS WHO HAVE ALREADY SWITCHED OVER TO NEW SYLLABUS BUT NOT ENROLLED FOR DECEMBER, 2015 SESSION** Date : _____ Dte. of Student Services The ICSI Noida E-Mail Id : switchover@icsi.edu Dear Sir, I have switched over to Professional Programme (New Syllabus) but not enrolled for December, 2015 Session of Examinations. I hereby request for 'Reverse Switchover' to Professional Programme (Old Syllabus). Registration No. Name of the student E-mail Id Mobile Number Thanking you, Yours faithfully, (Name of the Student) **FOR OFFICE USE ONLY** The reverse switchover has been carried out and the student has been enrolled under Professional Programme (Old Syllabus) for _____ Module(s). Dealing Assistant SO AO DD After submitting the request, the status will be updated in the preliminary enrolment details displayed on the website within 5 working days which may be verified by the students at the requisite link on the Institute's website. Refunds, if any, will be processed after 10th October, 2015.
Q9.	**I have already enrolled for December, 2015 after switching over under Professional Programme (New Syllabus) and desire to revert back under Professional Programme (Old Syllabus). What steps should I take now?**

Ans.

The students who have already switched over to new syllabus & enrolled for December, 2015 session of examinations, have to apply for 'Reverse Switchover' and Enrollment for Examination under Old Syllabus at E-mail Account switchover@icsi.edu as per the formats given below : -

FORM-RSW-2

FOR STUDENTS WHO HAVE ALREADY SWITCHED OVER TO NEW SYLLABUS & ENROLLED FOR DECEMBER, 2015 SESSION OF EXAMINATIONS

Date : _____

Dte. of Student Services
The ICSI
Noida

E-Mail Id : switchover@icsi.edu

Dear Sir,

I have switched over to Professional Programme (New Syllabus) and enrolled for December, 2015 Session of Examinations.

I hereby request for 'Reverse Switchover' to Professional Programme (Old Syllabus).

Please enrol me for December, 2015 Examinations under Professional Programme (Old Syllabus) as per details given below :-

Registration No.

Name of the student

Module(s) for which I have already enrolled under Professional Programme (New Syllabus)

Module(s) under Professional Programme (Old Syllabus) for which I am now seeking enrolment

Medium of Examination under Professional Programme (Old Syllabus) for which I am now seeking enrolment

Centre of Examination with Centre Code under Professional Programme (Old Syllabus) for which I am now seeking enrolment

E-mail Id

Mobile Number

Thanking you,

Yours faithfully,

(Name of the Student)

	FOR OFFICE USE ONLY The reverse switchover has been carried out and the student has been enrolled under Professional Programme (Old Syllabus) for December, 2015 Session for _____ Module(s). An amount of Rs._____ is becoming due for refund which is being processed separately. Dealing Assistant SO AO DD
Q10.	**What is the last date for sending the request for reverse switchover?**
Ans.	**The last date for receipt of application for enrolment for December, 2015 Examination shall remain 25th September, 2015 without late fees and 10th October, 2015 with late fee. All modalities pertaining to switchover/reverse switchover/enrolment examination should be completed within these mentioned timelines.**
Q11.	**I am student of Professional Programme (Old Syllabus), my registration validity expired and after registration de-novo would I be allowed to appear in Professional Programme (Old Syllabus)?**
Ans.	**Yes, you would be allowed to appear in maximum of two attempts under Professional Programme (Old Syllabus) i.e. December, 2015 and June 2016 examinations.**

Discontinuation of Student Induction Programme (SIP) & Computer Training Programme

The Training Structure has been modified with effect from 1st April, 2014. As per the modified training structure, the Student Induction Programme (SIP) and Computer Training are not applicable for any student irrespective of the date of their registration. The details regarding the same are available on "for students" option on home page of the institute's website www.icsi.edu.

Schedule of Fees

A.) The details of fee applicable for availing various services are as under:-

PARTICULARS	FEE (Rs.)
A. FOUNDATION PROGRAMME	
(i) Admission Fee	1500
(ii) Education Fee	3000
Total	4500
B. *EXECUTIVE PROGRAMME	
(i) Foundation Examination Exemption Fee	500 (Commerce and non-commerce graduates) 4000 (ICAI-CPT/ICAI (Cost) Foundation Pass Students)
(ii) Registration Fee	2000
(iii) Education Fee for Executive Programme	6500
(iv) Education 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	1000

Total	8500 **(CS Foundation Pass Students)** 9000 **(Commerce Graduates)** 12500 **ICAI-CPT/ICAI(Cost) Foundation Pass Students)** 10000 **(Other Graduates)**

C. *PROFESSIONAL PROGRAMME	
Education Fee	12000
D. OTHER FEES	
Registration De-novo Fee • Students may apply for Registration de-novo within two years of the expiry of former registration	2000
• If students fail to apply for Registration de-novo within two years of expiry of Registration, they may still seek Registration de-novo within a maximum period of five years from the expiry of former registration.	3000
Extension of Registration Fee	1000
Paper-wise Exemption Fee Per Paper	1000
Issue of Duplicate Pass Certificate Fee	200
Verification of Marks Fee (Per Paper)	250
Certified Copy of Answer Book (Per Paper)	500
Issue of Transcripts (excluding Service Tax)	250
Duplicate Result-cum-Marks Statement	100
Prospectus of Foundation Programme	200
Handbook/Prospectus of Executive Programme	200
E. EXAMINATION FEES	
Foundation Programme	1200
Executive Programme(Per Module)	1200

Professional Programme (Per Module)	1200
Surcharge for appearing in Examinations from Overseas Centre (Dubai) (over and above normal Examination Fee)	US$ 100 (or equivalent amount in Indian Rupees)
Late Fee for Submission of Examination Application	250
Change of Examination Centre/ Medium/ Module	250

B.) (*) Students who do not want to opt for study material at the time of registration are required to pay the fees as mentioned below.

Stage	**Fee Amount for students not opting for study material**
GENERAL CATEGORY	
Professional	10000
Executive Foundation Pass	7000
Executive (Commerce)	7500
Executive (Non Commerce)	8500
SC/ST CATEGORY	
Executive (Foundation pass)	3,500
Executive (Commerce)	3,750
Executive (Non Commerce)	4,250
Professional	4,000

C.) Concession in fee for the widows and wards of martyrs of the military and para-military forces

Registration to Foundation Programme, Executive Programme & Professional Programme Stages	50% of the fee applicable to general category students
Examination Fee	50% of the fee applicable to general category students

Discontinuation of Public Private Partnership Scheme for Class Room Teaching

The Public Private Partnership Scheme for conducting Class Room Teaching has been discontinued and presently no Centres are authorized to conduct the classes under the Scheme. Students registering at these centres will be doing so at their own risk and responsibility. Students are advised to the approach the nearest Regional and Chapter Offices of the Institute for availing the Class Room Teaching facility.

Discontinuation of Requirement of Coaching Completion Certificate

The requirement of coaching completion certificate has been discontinued. This would make students eligible for enrolment to Executive / Professional Programme examinations after expiry of six months or nine months as the case may be, from the date of registration to the respective stage.

Henceforth, students of Executive Programme and Professional Programme are not required to:

a) submit response sheets to test papers on various subjects to the Institute under Postal Tuition Scheme, or

b) obtain coaching completion certificate from the Institute or from Class Room Teaching Centres of the Institute, or

c) submit coaching completion certificate for enrollment to examinations of Executive and Professional Programmes.

Details regarding conduct of Class Room Teaching Centres at Regional Councils/Chapters

Details Regarding conduct of Class Room Teaching Centres at Regional Councils/Chapters.

Number of Class Room Teaching Centres at Regional Councils/Chapters.

(01st June 2015 to till date)

Sl. No.	Region	Chapter	Address of Class Room Teaching Centre	Stage	Module	Subject	Start Date	Name of the Co-ordi nator	E-Mail Id of the Co-ordinator	Contact No. of the Co-ordinator
1	EIRC	BHUBA-NESWAR	ICSI BUILDING PLOT NO 70, VIP COLONY IRC VILLAGE BHUBANESWAR - 751015	Found ation		All Subjects	22.07.2015	Mr. P.C. Swain	pratap.swain@icsi.edu	9040679085
				Execut ive	II	All Subjects	22.06.2015			
2	EIRC	DHANBAD	B-14,OLD DOCTORS COLONY,JAGJIVAN NAGAR DHANBAD	Found ation		All Subjects	22.06.2015	Govind Kumar Tiwari	dhanbad@icsi.edu	9631149991
3	EIRC	KOLKATA	ICSI-EIRO, 3A, AHIRIPUKUR 1ST LANE KOLKATA-700019	Found ation		All Subjects	30.06.2015	Rukmini Nag	rukmini.nag@icsi.edu	033-22832973
				Execut ive	I					
				Execut ive	II					
4	EIRC	PATNA	PATNA CHAPTER OF ICSI, B-27, IIND FLOOR, LUV KUSH TOWER, EXIBITION ROAD PATNA - 80001	Execut ive	I	All Subjects	18.06.2015	Bipin Choudhary	bipin.choudhary@icsi.edu	9279440294
				Execut ive	II	All Subjects	01.07.2015			
5	EIRC	RANCHI	ICSI CHAPTER,2C, OM SHANTI APPARTMENT, O C C BANGLA SCHOOL LANE MAIN ROAD,RANCHI-834001	Found ation	I	All Subjects	15.08.2015 (Exptd. date)	Sumanta Dutta	ranchi@icsi.edu	0651-2223382, 3254128
6	NIRC	ALWAR	42, RAGHU COMPLEX, SCHEME NO.-10, VIJAY MANDIR MARG, ALWAR	Found ation		All Subjects	01.09.2015	Anand Kumar Arya	alwar@icsi.edu	9413740652
				Execut ive	I & II	All Subjects				

7	NIRC	ALLAHABAD	30-A / 9 /2A COOPER ROAD NEAR HARI MAZID, INFRONT OF HP MEDIA, 2ND FLOOR, CIVIL LINES ALLAHABAD - 211001	Foundation		All Subjects	15.07.2015	Amitabh Shukla	Amitabh.Shukla@icsi.edu	9415351209
				Executive	I & II	All Subjects	15.07.2015			
8	NIRC	BAREILLY	ICSI CHAPTER BARIELLY, 182, NAI BASTI, NARKULGANJ (NEAR UTSAV BARAT GHAR), BARIELLY - 243122	Foundation		All Subjects	01.08.2015	Amit Kumar & Sanjeev Kumar Sharma	cs_bly@rediffmail.com	7499371873/ 8755755741
9	NIRC	DELHI	ICSI-NIRC BUILDING 4, PRASAD NAGAR INSTITUTIONAL AREA NEW DELHI- 110 005	Executive	II	Industrial Labour and General Laws	23.06.2015	Beena	beena@icsi.edu	011 49343009
						Economic and Commercial Laws				
				Professional	I	Corporate Restructuring, Valuation and Insolvency				
10	NIRC	GHAZIABAD	GHAZIABAD CHAPTER, 23-B,NEHRU NAGAR, NEHRU APARTMENT GHAZIABAD	Foundation		All Subjects	15.07.2015	Anil Kumar Upadhyay	ghaziabad@icsi.edu	0120-4559681, 9716011634
				Executive	II	All Subjects	01.06.2015			
11	NIRC	JALANDHAR	DAV COLLEGE, DAYANAND NAGAR, JALANDHAR	Foundation	-	All Subjects	10/08/2015	Vinay Kumar	vinay.kumar@icsi.edu	9041040129
				Executive	I	All Subjects	13/08/2015			
12	NIRC	JODHPUR	FIRST FLOOR, PLOT NO 15-A, CITY TOWER OPP DALDA BUILDING 7TH CHOPASANI ROAD JODHPUR - 342003	Executive	I	All Subjects	01.07.2015	Rajesh Gupta	rajesh.gupta@icsi.edu	9929705666
13	NIRC	LUCKNOW	1/157, VIVEK KHAND-I,	Foundation		All Subjects	06.07.2015	Shiv Moorthi	shiv.tiwari@icsi.edu,	9450465499

			GOMTI NAGAR LUCKNOW - 226010					Tiwari, Raju Kumar	raju.kumar@icsi.edu	05224109382
14	NIRC	LUDHIANA	11B, 2nd FLOOR PHERUMAN COMPLEX, GURUDWARA, SAHEEDAN, OPP MANJU CINEMA, G.T. ROAD, LUDHIANA-141003	Foundation & Executive			Last week of August	Sanjay Jakhmola	ludhiana@icsi.edu	0161-2545456
15	NIRC	MEERUT	MEERUT CHAPTER, ROOM NO 12, CENTRAL GALLERY, DEPARTMENT OF COMMERCE, MEERUT COLLEGE, MEERUT-250001	Foundation		All Subjects	22.06.2015	Jyoti Bahl	jyoti.bahl@icsi.edu	9536069843, 9871320936
				Executive	I	All Subjects				
				Executive	II	All Subjects				
				Professional		All subjects (Except IT & Elective)				
16	NIRC	MODINAGAR	Opp. MM PRINTER, NEAR MODI STEELS, DELHI-MEERUT G.T. ROAD, MODINAGAR - 201204	Foundation		All subjects	Tentatively 20.08.2015	Salim Ahmed	modinagar@icsi.edu	01232-243048/8475002468
17	NIRC	NOIDA	C-37, SECTOR - 62, NOIDA - 201309	Executive	I	1) Company Law 2) Tax Law	23.07.2015	B Goswami	B.goswami@icsi.edu	01204522058
				Executive	II	1) Capital Markets and Securities law and 2) Industrial, Labour and General Laws				
				Foundation		Business Economics	01.08.2015			
18	NIRC	VARANASI	F BLOCK, IIND FLOOR GURU KRIPA COMPLES OPP TAKSAL THEATRE NADESAR,VARANASI - 221002	Foundation		All Subjects	04.06.2015	CS Amit Bhargava	vnsamit11@yahoo.com	8874172350
				Executive	I	All Subjects		Ashish Kr Tiwari	ashish.tiwari@icsi.edu	7800937000
				Executive	II	All Subjects				

19	SIRC	BANGALORE	No-5, 1st MAIN ROAD, KSSIDC INDUSTRIAL ESTATE, 6TH BLOCK, WEST OF CHORD ROAD, RAJAJI NAGAR BANGALORE-560010	Foundation		All Subjects	04.07.2015	Maitreya	bangalore@icsi.edu	7760976362
				Executive	I	All Subjects				
				Executive	II	All Subjects				
20	SIRC	CALICUT	CALICUT CHAPTER OF SIRC OF ICSI, A-3,29/2084, 2ND FLOOR, RAHIYAN BUILDING, K.T. GOPALAN ROAD, KOTOOLI,CALICUT - 673016	Executive	II	All subjects	29.07.2015	Padmarajan E	padmarajan.e@icsi.edu	8592075745
21	SIRC	CHENNAI	"ICSI-SIRC HOUSE", 9, WHEAT CROFTS ROAD, NUNGAMBAKKAM, CHENNAI - 600 034	Foundation	Foundation Morning Batch: 45; Foundation Evening Batch: 26	All Subjects		C. Murugan	chelliah.murugan@icsi.edu	9443796311
				Executive	Executive Module-I (E) 94 Module-II (M) 68	All Subjects	29.06.2015			
				Executive	I (MORNING) II(EVENING)	All Subjects	28.09.2015 (FOR June 2016)			
				Professional (Weekend Classes - Sat & Sun	I, II & III	All Subjects	05.09.2015			
22	SIRC	COIMBATORE	No. 209, KSG COMPLEX, 2ND FLOOR, SASTRI ROAD, RAM NAGAR, COIMBATORE-641 009.	Foundation		All Subjects	22.06.2015	Sreejith P, S.Ashok & Specified Staff	sreejith.p@icsi.edu, s.ashok@icsi.edu & coimbatore@icsi.edu	0422 - 2237006 / 9486477497
				Executive (Regular)	I	All Subjects	22.06.2015			
				Executive (Weekend Batch)	I	All Subjects	28.06.2015			

				Executive (Weekend Batch)	II	All Subjects	28.06.2015			
				Professional (Weekend Batch)	I	Advance Company Law and Practice	11.07.2015			
				Professional (Weekend Batch)	II	Financial Treasury and Forex Management	28.06.2015			
				Professional (Weekend Batch)	III	Advance Tax Laws	28.06.2015			
23	SIRC	HYDERABAD	H.NO:6-3-609/5,ANAND NAGAR COLONY,KHAIRATABAD,HYDERABAD -500004.	Executive	I & II	All Subjects	29.06.2015	V P C Sharma	vpc.sharma@icsi.edu	9912129292
				Foundation		All Subjects	15.07.2015			
24	SIRC	KOCHI	THE INSTITUTE OF COMPANY SECRETARIES OF INDIA KOCHI CHAPTER, ICSI HOUSE, NO 65/635, JUDGES AVENUE RBI QUARTERS ROAD, BEHIND INDIAN EXPRESS, KALOOR ERNAKULAM - 682017	Foundation		All Subjects	04.07.2015	Roby Joshep	roby.joseph@icsi.edu	0484-4050502/2402950
				Executive	I	All Subjects	04.07.2015			
				Executive	II	All Subjects	04.07.2015			
25	SIRC	MADURAI	CHAPTER OFFICE, C3, 3rd FLOOR, A.R. PLAZA, 16/17 NORTH VELIS STREET MADUARI - 625001	Executive	I	All Subjects	14.06.2015	T.Raja	t.raja@icsi.edu & madurai@icsi.edu	9843155753
				Executive	II	All Subjects	15.06.2015			
				Foundation		All Subjects	14.06.2015			
				Professional	II	All Subjects	12.07.2015			

26	SIRC	MANGALORE	MANGALORE CHAPTER OF ICSI, GRACE TOWERS, IIND FLOOR BEJAI MANGALORE	Foundation		All Subjects	15.06.2015	Shankar B	sankara.Badi@icsi.edu	9886400332
				Executive	I	All Subjects				
27	SIRC	MYSORE	MYSORE CHAPTER OF ICSI ICSI House, #125, NHCSL LAYOUT OFF KRS ROAD, OPP. J K TYRES, METAGALLI MYSORE-570016	Executive	I	All Subjescts	01.07.2015	N.Dhanabal	dhanabal.n@icsi.edu	9731242336
				Executive	II	All Subjescts	20.07.2015			
				Foundation	-	All Subjescts	31.07.2015			
28	SIRC	SALEM	No-318, SRI MAHARAJ ILLAM, AZHAGU VINAYAGAR STREET NAGARAMALAL MAIN ROAD, FAIRLANDS POST ALAGAPURAM, SALEM - 636016	Executive	I	All Subjects	27.07.15	Sunder Swamy S	salem@icsi.edu	8754340840
29	SIRC	THRISUUR	ROOM NO 17, THIRD FLOOR DEVAMATHA TOWER NEAR ST.THOMAS COLLEGE, COLLEGE ROAD THRISSUR-680001	Foundation		All Subjects	11.07.2015	Soumya S	soumya@icsi.edu	9495631592
				Executive	II	All Subjects	08.07.2015			
30	SIRC	THIRUVANANTHAPURAM	TC-3/2342, PADMASREE BEHIND INDIAN BANK, POST OFFICE LANE,PATTOM, TRIVANDRUM - 695004,	Foundation		All Subjects	01.07.2015	S V Vinod Kumar	Vinod.Sreerama@icsi.edu	8089522663
				Executive	I	All Subjects	01.07.2015			
				Executive	II	All Subjects	01.07.2015			
31	SIRC	VISAKHAPATNAM	D.NO. 49-26-6 , IST FLOOR OPP POLLOCKS SCHOOL NEAR JK TYRE SHOWROOM SANKARAMATAM ROAD MADHURANAGAR,VISAKHAPATNAM - 530016	Executive	I	All Subjects	06.07.2015	Sivaramakrishna	prv.sivaramakrishana@icsi.edu	0891-2533516
				Executive	II	All Subjects				

32	WIRC	AHMEDABAD	ICSI AHMEDABAD CHPATER, S-2 B TOWER, MANEK LAL MILLS COMPLEX, CHINUBHAI TOWERS, ASHRAM ROAD, AHMEDABAD - 380009	Foundation		All Subjects	01.07.2015	Mr. Rohit Khunt, Specified Staff "B"	rohit.khunt@icsi.edu	8905036321
				Executive	I	All Subjects	01.07.2015			
					II	All Subjects	08.07.2015			
33	WIRC	BHOPAL	BHOPAL CHAPTER OF WIRC OF ICSI, PLOT NO. 148, II FLOOR, ANCHOR MANSION, ZONE- 2, MP NAGAR, BHOPAL (M.P.) 462011	Foundation		All Subjects	15.06.2015	Amita Malviya	bhopal@icsi.edu	0755-2577139
34	WIRC	GOA	CHAPTER OFFICE, 6TH FLOOR, INDRAPRASTH APARTMENTS OPP. GOVINDA BUILDING, MENEZES BRAGANZA ROAD, PANAJI GOA - 403001	Foundation		All Subjects	25.07.2015	Ram Prasad	ramvignesh234@gmail.com	9492610844
35	WIRC	MUMBAI	THE INSTITUTE OF COMPANY SECRETATIES OF INDIA, 13, 1ST FLOOR, JOLLY MAKER CHAMBER -II, NARIMAN POINT MUMBAI-400021	Foundation		All Subject	17.06.2015	Mr. Bannashankar Dasari, Specified Staff "B"	bannashankar.dasari@icsi.edu	9223542195
			MKES INSTITUTE (NAGINDAS KHANDWALA COLLEGE) S.V. ROAD, MALAD - 400064	Foundation		All Subjects	17.06.2015	Mr. Bannashankar Dasari, Specified Staff "B"	bannashankar.dasari@icsi.edu	9223542195
			THE INSTITUTE OF COMPANY SECRETATIES OF INDIA, 13, 1ST FLOOR, JOLLY MAKER CHAMBER -II, NARIMAN POINT MUMBAI-400021	Executive	I & II	All Subjects	17.06.2015			
			MKES INSTITUTE (NAGINDAS KHANDWALA	Executive	I & II	All Subjects	17.06.2015			

			COLLEGE) S.V. ROAD, MALAD - 400064							
36	WIRC	NAGPUR	NAGPUR CHAPTER OF ICSI,3RD FLOOR, AVINISHA TOWERS, MEHADIA SQ, DHANTOLI, NAGPUR - 440012	Foundation		All Subjects	01.08.2015	Mr. Sudhakar Aisalwaru	nagpur@icsi.edu	0712-2453276
				Executive	I & II	All Subjects	01.09.2015			
37	WIRC	NASHIK	BYK COLLEGE NASHIK, COLLEGE ROAD NASHIK MAHARASHTRA - 422005	Foundation & Executive		All Subjects	10.08.2015	Amit Kumar	Amit.Kumar_N @icsi.edu	8796090345
38	WIRC	NAVI MUMBAI	ICSI-CCGRT, OFFICER NO-204, 2ND FLOOR, PLOT NO- 101, SEC-15 INDUSTRIAL AREA CBD BELAPUR, NAVI MUMBAI-400614	Foundation		All Subjects	15.07.2015	Lachhmi Bhatt	navimumbai@icsi.edu	9820093976
				Executive	I	All Subjects				
39	WIRC	PUNE	CHAPTER PREMISES, 23 MUKUND NAGAR CORNER OF LANE NO.1, ABOVE DR JOSHI HOSPITAL PUNE - 411037	Foundation		All Subjects	1.07.2015	Garima Mehrotra	garima.mehrotra@icsi.edu	9689880864
				Executive	I & II	All Subjects	1.07.2015			
40	WIRC	SURAT	TRIUPATI PLAZA NEAR COLLECTOR OFFICE ATHWAGATE SURAT- 395001	Foundation		All Subjects	18.06.2015	Goutam Karmakar	goutam.karmakar@icsi.edu	8013214546
				Executive	I	All Subjects	01.07.2015			

Simplified process for seeking Registration Denovo / Extension of registration

The process for seeking Registration Denovo and Extension of Registration has been simplified. For details, please follow the path given below.

1. Log in at institute's website www.icsi.edu
2. Go to the "sections" option on the right hand side on the website
3. Click on student option
4. Click on "how and when to register for CS course".
5. Subsequently click on "guidelines for seeking Denovo registration.

Re-Registration to Professional Programme

The Institute has introduced a Re-registration Scheme, whereby students who have passed Intermediate Course/ Executive Programme under any old syllabus but not eligible for seeking Registration Denovo may resume CS Course from Professional Programme Stage. It is an opportunity to come back to the profession for those students who had to discontinue the CS Course due to compelling reasons. Detailed FAQ, Prescribed Application Form, etc. may be seen at "for students" option at home page of institute's website www.icsi.edu

ICSI GRIEVANCE SOLUTIONS CELL

The Institute in its endeavour to improve the service delivery mechanism to the Members, Students and other stakeholders has established a Grievance Solutions Cell. In case stakeholders feel that their queries not being properly attended, they may submit their grievance online through "Grievance Portal" by following the steps given below:-

1. **Click on the "Online Services" button on the home page of Institute's Website (**http://www.icsi.edu**).**
2. **Click on "Login" button.**
3. **Enter your User ID (Registration Number / Membership Number) and Password**
4. **Click on "Login" button**
5. **Click on "Home" Option and select "Suggestion/Grievances" option**
6. **Select the Options available as per the nature of your query and enter the details**
7. **Click on the "Submit" button**

Alternatively, the grievances may be sent at E-Mail Id : grievance.solutions@icsi.edu.

***

Examination

1. DECLARATION OF JUNE, 2015 EXAMINATION RESULTS

The results of Professional Programme examination under old as well as new syllabus and Executive Programme examination held in June, 2015 were declared on 25th August, 2015 at 11.00 A.M and 02.00 P.M. respectively. The results along with individual candidate's subject-wise break-up of marks were made available on Institute's website: www.icsi.edu on 25th August, 2015 immediately after the scheduled time of declaration of results.

2. ISSUING OF MARKS-SHEETS OF JUNE, 2015 EXAMINATION

In accordance with the decision taken by the Institute, the despatch of Result-cum-Marks-Statements for Executive Programme examination in physical form has been discontinued from June, 2011 session onwards. Instead formal E-Result-cum-Marks Statements for June, 2015 examinations have been uploaded on the website: www.icsi.edu for downloading by the students for their reference and records. No physical/hardcopy of the marks statement would be sent to such candidates. Hence, students are advised to download the E-Result-cum-Marks Statements accordingly. However, the Result-cum-Marks Statement of Professional Programme under old as well as new syllabi will continue to be issued in physical form.

3. VERIFICATION OF MARKS OF COMPANY SECRETARIES EXAMINATIONS

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 CS examination within 30 days from the date of declaration of results. The application for verification of marks should be made by interested candidates in the prescribed method with requisite **fee @ Rs. 250/- per subject within 30 days (one month)** from the date of declaration of results. Interested candidates can apply for verification of marks either through **On-line mode** or **Off-line** mode as detailed below:

(A) Application of Verification of Marks – On-Line Mode

In case any candidate intends to apply for verification of marks, he/she is encouraged to apply through **On-line Services** of the Institute as it shall provide the following benefits to the candidates:

(i) Instant receipt of application for verification of marks in the Institute.

(ii) Loss of application in transit is avoided.

(iii) Postal delay, if any, is nil.

(iv) Fee for verification of marks can be paid through credit card/debit card /net banking.

(v) Application for verification shall be disposed off within the minimum period.

(vi) Preparation of Demand draft and dispatching of application through speed post/courier service can be avoided.

(vii) Candidates can confirm the receipt of their application at an early date.

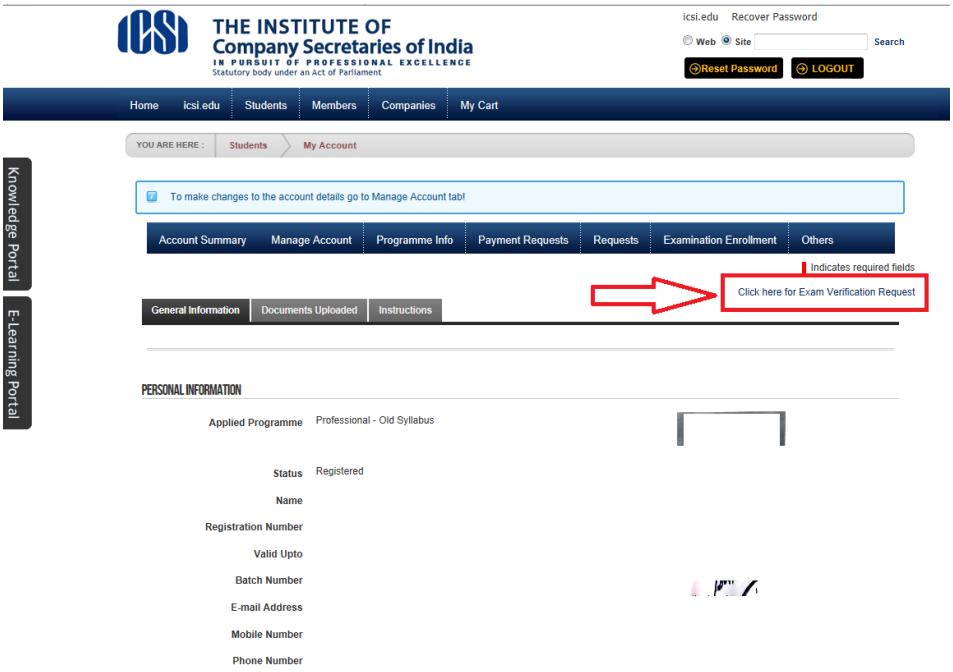
In order to optimize the use of online mode of application for verification of marks, candidates in their own interest are advised to submit their request for verification of marks through **On-line mode** by following the procedure mentioned below.

Procedure for Submitting On-Line Application for Verification of Marks (VOM)

Candidates shall submit their application for Verification of Marks through on-line Services of the Institute at *www.icsi.edu* as per the following steps:

Step 1: Login into the Online Services portal

Step 2: Click on **Student→My Account** link (as per below screen shot)



Step 3: Click here for **Exam Verification Request** link on Student Details Page

Step 4: Choose Request Type and Click on Submit Button

Step 5: Press Click button to view the contact details

Step 6: Verify the address details. If change in address is required, then follow the below link:

Students → My Account → Requests → Change of Address

Click **Confirm** button if address details are correct

Step 7: Choose the subjects for which Verification request needs to be generated. Choose the appropriate payment mode and click **Proceed for Payment** Button

Step 8: Request ID and Transaction ID will be generated for the request. Click on **Proceed for Payment** Button

Step 9: Already raised request will be disabled. The Approval Time will appear against the Requests which have been approved by the Directorate of Examination.

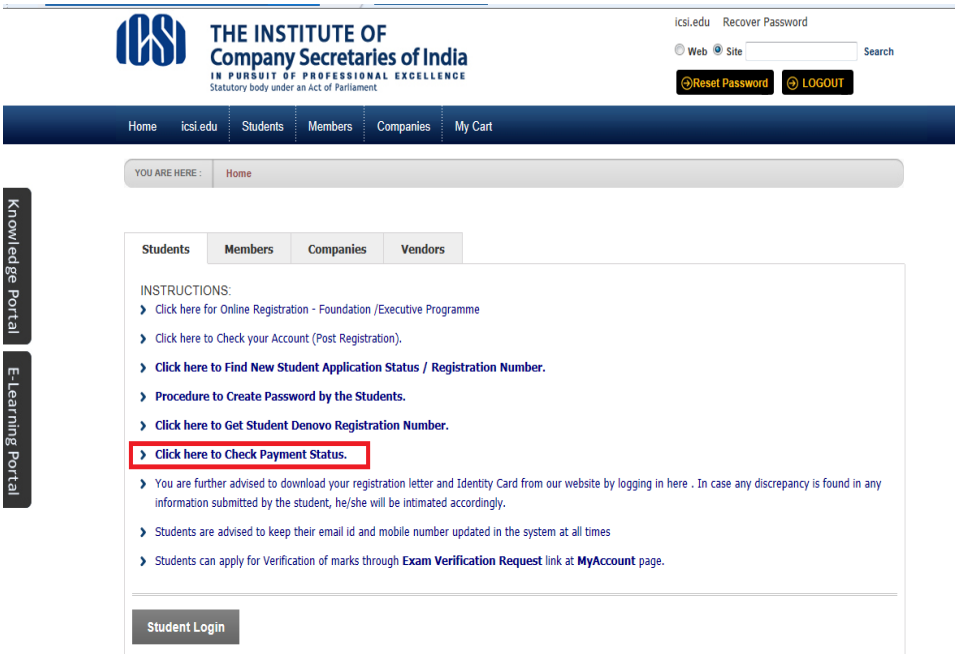
Candidates may note that the response time for disposal of application for verification of marks is normally two months from the date of confirmation of receipt of online application by the Directorate of Examinations of the Institute. On receipt of the application for verification of marks, the status/outcome will be shown on the Institute's website: *www.icsi.edu* The candidate concerned can enquire about the status/outcome of his/her application by entering his/her Roll No. or Student Registration Number.

In case of no change in his/her marks or result position, the candidate can also download a copy of the reply letter instantly from the link given to this effect and no other communication will be sent in this regard. However, in case of any change/revision in marks in any subject(s) and/or result of a particular Module/Stage of Examination, separate communication to that effect will be sent to the candidate concerned through Speed Post.

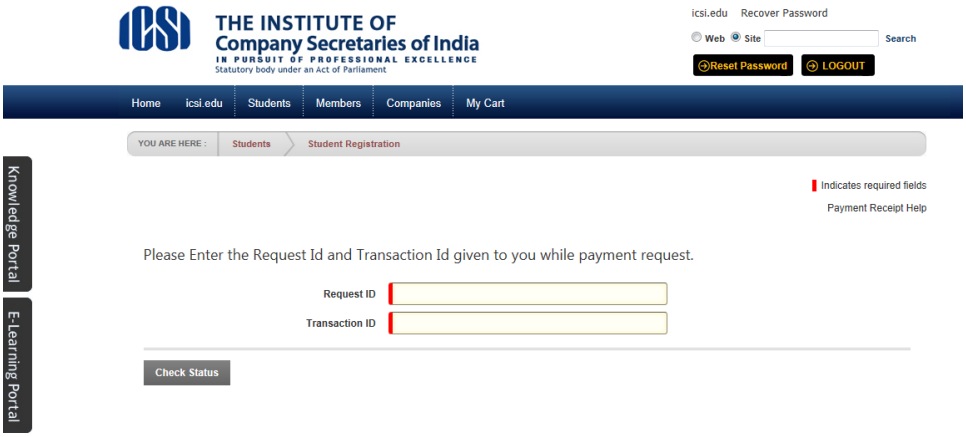
Candidates should submit their on- line application for Verification of Marks carefully as no change will be entertained after submission of the on-line application.

In case candidates find any difficulty in payment of fees on-line, doubt regarding submission of on-line application for verification of marks, or non- availability of status of receipt of application for verification of marks or outcome of verification of marks on the website or non- receipt of any communication from the Institute regarding verification of marks within ***sixty days*** of submission of the On-line application, candidates are advised to send an e-mail at: exam@icsi.edu along with the particulars regarding their application.

Student can check the payment status online from the home page of Online Services. (Please refer below screen shot)



Students may check status by filling Request ID and Transaction ID in the below screen.



(B) Application of Verification of Marks – Off-Line Mode

In case the candidates find any difficulty in submitting their application for verification of marks through online mode, they can apply for the same by submitting the application in the prescribed form given below together with the requisite fee **@ Rs. 250/- per subject within 30 days (one month)** from the date of declaration of results.

The application for seeking verification of marks should invariably include — (i) Name; (ii) Roll Number; (iii) Registration Number; (iv) Stage of examination; (v) Subject(s) in which verification of marks is sought; (vi) Amount of fee paid; (vii) Demand Draft Number, Date, and Drawee's Bank; and (viii) Complete postal address of candidates with Phone/Mobile Number(s) and E-mail ID(s). The amount of fee for verification can be paid either by way of demand draft favouring "The Institute of Company Secretaries of India" payable at New Delhi; or in cash at the Regional/Chapter/Noida Office.

The application for verification of marks duly completed in all respects should be super-scribed **"Application for Verification of Marks"** and sent within one month from the date of declaration of results, addressed to ***The Joint Secretary (Exams.), The Institute of Company Secretaries of India, C-37, Sector 62, Institutional Area, NOIDA – 201 309 (U.P.)***. Candidates can also submit their applications at Regional/Chapter/Head Office (Noida). Candidates in their own interest are advised to send the application by Speed/Registered Post or Courier to ensure the receipt of the same at the Institute and may keep the photocopy of the application and demand draft/receipt of application fee for future reference, if any. **Further, they are advised not to club any other query/matter or remittance of fees along with their application for Verification of Marks to facilitate an early reply.**

If any student has applied for Verification of Marks and simultaneously applies for providing Inspection and/or supply of Certified Copy (ies), the details should be provided in the application form by ticking the appropriate choice as specified thereunder in this regard.

The response time to candidates' requests for verification of marks is normally **two months** from the date of receipt of their applications complete in all respects in the Directorate of Examinations of the Institute. On receipt of the applications in the Directorate of Examinations, the status/outcome of verification of marks will be shown on the Institute's website: ***www.icsi.edu*** and the candidate concerned can enquire about the status/outcome of his/her application by entering his/her Roll No. or Student Registration Number. In case of no change in his/her marks or result position the candidate can also download a copy of the reply letter instantly from the link given to this effect and no other communication will be sent in this regard. However, in case of any change/revision in marks in any subject(s) and/or result of a particular Module/Stage of Examination, separate communication to that effect will be sent to the candidate concerned through Speed Post. However, if a candidate does not receive any information from the website/communication within **sixty days** from the date of dispatch of application he/she may send an e-mail at: *exam@icsi.edu* or write to the Joint Secretary (Exams.) giving relevant details along with the scanned/photo copy of application and demand draft/receipt of application fee.

****Students are advised to enroll for the next session of examination in time without waiting for the outcome of their verification of marks. In case there is change in result, the examination fee paid shall be either refunded or adjusted against future payments.***

APPLICATION FOR VERIFICATION OF MARKS

(To be filled in by the candidate in his/her own handwriting)

Date: _____

FOR ACTION OF
DTE. OF EXAM.

The Joint Secretary (Exams.)
The Institute of Company Secretaries of India
C – 37, Sector 62, Institutional Area
NOIDA – 201 309.

Sub: Company Secretaries Examination, June/ December, 20____
reg. Verification of Marks under Regulation 46(2)

Dear Sir,

I hereby request you to carry out "Verification of Marks" in the following subject(s) of June/December, 20___ Examination under Regulation 46(2) of The Company Secretaries Regulations, 1982:

Stage of Examination: _____ Roll No.: _____ Student Registration No.:_____

PART-A

Sl No.	*S u b j e c t (s)*	*Marks Obtained*
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		

PART-B

Have you applied for providing Inspection and/or supply of Certified Copy (ies) also?
YES / NO (Tick the appropriate choice)

The requisite Verification Fee of Rs._____, *i.e.*, @ Rs. 250/- per subject, has been paid by way of Cash/Demand Draft drawn on _____ (Bank Name) favoring "The Institute of Company Secretaries of India" payable at New Delhi, vide No. _____ dated _____.

Yours faithfully,

……
(SIGNATURE)

Name: ……

Address for Correspondence: ……

_____

……PIN:……

Mobile No. : ……

E-mail ID: ……

4. PROVIDING INSPECTION OR SUPPLY OF CERTIFIED COPY(IES) OF ANSWER BOOK(S) TO STUDENTS

The Institute has been providing the facility of inspection or supply of certified copies of answer book(s) to the candidates on their request as per Guidelines, Rules and Procedures framed by the Institute in this regard. It has been observed that many a times, candidates are found confused with the procedure of inspection of their answer book(s) or getting the certified copies of their evaluated answer book(s). Thus, candidates may understand the procedures followed for inspection and supply of certified copies of answer book(s) as detailed below before they apply for the same:

S. No.	*Inspection of answer books*	*Supply of certified copies of answer books*
1.	Under Inspection of answer books, candidates can physically inspect the certified true photo copies of their answer books applied for.	In the case of providing certified copies of answer books, the certified true copies of the same in *pdf* format shall be uploaded on the website of the Institute and candidates can take the print out for their reference.
2.	Candidates have to apply for seeking inspection of their answer books in the prescribed form. Online submission of forms is not available.	Candidates have to apply for certified copies of answer books in the prescribed form. Online submission of forms is not available.
3.	The prescribed fee for inspection is Rs. 450 per subject and is to be paid through Demand Draft drawn in favour of "The Institute of Company Secretaries of India", payable at New Delhi.	The prescribed fee for supplying certified copies of answer books is Rs. 500 per subject and is to be paid through Demand Draft drawn in favour of "The Institute of Company Secretaries of India", payable at New Delhi.
4.	Before providing inspection to the candidates, the answer book(s) shall be processed as per the prescribed Guidelines in this regard.	Before providing certified copies of answer book(s) to the candidates, the same shall be processed as per the prescribed Guidelines in this regard.
5.	Candidates have to personally visit ICSI's Noida office, located at **C-37, Sector-62, Institutional Area, Distt- Gautam Budh Nagar, Noida 201309, (U.P.)** as per the specified time and date informed to them for inspecting their answer books. They have to carry Institute's I-card, copy of the E-Admit Card of the relevant session to establish their identity for inspecting their answer books. No other person will be allowed to accompany him/her during the process of inspection.	The scanned copy of the answer book(s) in *pdf* format shall be hosted on the website of the Institute which can be accessed through a secured password. Necessary communication in this regard shall be sent to the candidate concerned through e-mail and SMS. Candidates can take the print out of the scanned certified copies of their answer books for their reference.

6.	The status/outcome of the application received for providing Inspection of the answer books will be shown on the Institute's website: *www.icsi.edu*. The candidate concerned can enquire about the status/outcome of his/her application by entering his/her Roll No. or Student Registration Number.	The status/outcome of the application received for supply of certified copies of answer books will be shown on the Institute's website: *www.icsi.edu*. The candidate concerned can enquire about the status/outcome of his/her application by entering his/her Roll No. or Student Registration Number.
7.	During inspection of the answer book(s), no queries regarding answers written by the candidates or award of marks shall be entertained. Copy of the answer book(s) shall not be provided to the candidates after the completion of inspection.	Candidates can take the print out of the scanned certified copies of their answer books for their reference from the link given to this effect from the website of the Institute. No photo copies of answer book(s) in physical form shall be dispatched to the candidates. No queries regarding award of marks shall be entertained by the Institute.

The "Guidelines, Rules and Procedures for Providing Inspection and/or Supply of Certified Copy (ies) of Answer Book(s) to students" and the format of the application are given below.

GUIDELINES, RULES AND PROCEDURES FOR PROVIDING INSPECTION AND/OR SUPPLY OF CERTIFIED COPY (IES) OF ANSWER BOOK(S) TO STUDENTS

(As modified by the Examination Committee of the Council at its 148th Meeting held on 14th August, 2013)

1. These guidelines, rules and procedures for providing inspection and/or supply of certified copy(ies) of answer book(s) to students will be applicable beginning from June, 2013 session of examinations onwards. Under these guidelines, a student can seek inspection and/or supply of certified copy (ies) of his/her evaluated answer book(s).

2. A student who wishes to inspect and/or obtain certified copy(ies) of his/her answer book(s) of any subject(s) of a particular examination shall apply on the prescribed application form together with (a) requisite fee; and (b) self-attested photocopy of his/her Admit Card (Roll No.) or Student Identity Card so as to reach the Institute within 45 days from the date of declaration of the result.

3. Fee of Rs. 500 per subject/answer books payable for supply of certified copy(ies) of answer book(s) and Rs. 450 per answer book for providing inspection thereof respectively. The fee shall be paid through Demand Draft drawn in favour of "The Institute of Company Secretaries of India", payable at New Delhi.

4. The envelope containing student's Application Form, duly completed in all respect, together with the requisite fee and photocopies of the supporting documents, as mentioned in para 2 above, shall be superscribed **"Application for providing Inspection/Supply of Certified Copies of Answer Books"** and sent to :

   Dr. Sanjay Pandey
   Joint Secretary (Exams.)
   The Institute of Company Secretaries of India
   C-37, Sector 62, Institutional Area
   NOIDA – 201 309.

5. Application Form without requisite fee and supporting documents and complete particulars, as indicated above, shall not be entertained.

6. Before providing inspection and/or supplying certified copy(ies) of answer book(s) to a student on his/her request, if it is noticed that any sub-question/question of his/her answer book(s) has inadvertently remained unevaluated or there is some posting or totalling error, the Institute would rectify such omission and commission and communicate the revised marks/result to the student. **However, it may be noted that re-valuation of answers is not permissible under Regulation 46(2).**

7. The inspection done and/or certified copies of the answer books supplied to the student shall be for his/her exclusive self-inspection/ personal reference and guidance only.

8. **No other person except the student concerned would be allowed to inspect his/her answer book(s) on the designated date and time as communicated by the Institute. Similarly, on receipt of certified copy (ies) of the answer book(s), the applicant student shall be the sole custodian of it and he/she shall not part with the custody/possession of the same and shall not use the same for any other purpose(s).**

9. If any error is found at any point of time as provided in para 6 above, the Institute shall have *suo motu* power to rectify the same.

APPLICATION FORM FOR PROVIDING INSPECTION OR SUPPLY OF CERTIFIED COPY (IES) OF ANSWER BOOK(S)

(Before filling-up this form, please go through the Guidelines, Rules and Procedures)

Dr. Sanjay Pandey
Joint Secretary (Exams.)
The Institute of Company Secretaries of India
C – 37, Sector-62, Institutional Area
NOIDA – 201 309 (UP)

Dear Sir,

I, the undersigned, request you to provide me inspection/certified copy(ies) of my answer book(s) as per details given below:

PART-A

<table>
<tr><td>1.</td><td>Name of Student</td><td colspan="4"></td></tr>
<tr><td>2.</td><td>Student Regn. No.</td><td colspan="4"></td></tr>
<tr><td rowspan="3">3.</td><td rowspan="3">Complete Correspondence Address</td><td colspan="4"></td></tr>
<tr><td colspan="4"></td></tr>
<tr><td colspan="4">PIN CODE:</td></tr>
<tr><td></td><td></td><td colspan="4">MOBILE :</td></tr>
<tr><td>4.</td><td>E-mail id</td><td colspan="4"></td></tr>
<tr><td rowspan="2">5.</td><td rowspan="2">Specify your request for:
(by ticking(√) the appropriate box)</td><td colspan="2">Providing inspection of my answer book(s)</td><td colspan="2">Supply of certified copy(ies) of my answer book(s)</td></tr>
<tr><td colspan="2"></td><td colspan="2"></td></tr>
<tr><td rowspan="11">6.</td><td rowspan="11">Details about appearance in the subjects of examination for which copy(ies) of answer book (s) is/are requested</td><td>Stage & Session of Exam.</td><td>Roll No.</td><td>Name of the Subject(s)</td><td>Marks Obtained</td></tr>
<tr><td rowspan="10"></td><td rowspan="10"></td><td></td><td></td></tr>
<tr><td></td><td></td></tr>
<tr><td></td><td></td></tr>
<tr><td></td><td></td></tr>
<tr><td></td><td></td></tr>
<tr><td></td><td></td></tr>
<tr><td></td><td></td></tr>
<tr><td></td><td></td></tr>
<tr><td></td><td></td></tr>
<tr><td rowspan="2">7.</td><td rowspan="2">Details of fee remitted: Rs.500 per subject/ answer book for supply of certified copy(ies); and Rs.450 per answer book for seeking inspection.</td><td>Demand Draft No.</td><td>Date</td><td>Name of the Issuing Bank</td><td>Amount (Rs.)</td></tr>
<tr><td></td><td></td><td></td><td></td></tr>
</table>

PART-B

Have you applied for Verification of Marks also ? YES / NO

(Tick the appropriate choice)

I have read the prescribed guidelines, rules and procedures and the same are acceptable to me.

My Email-ID, Mobile Number and Correspondence Address are the same as registered on my student's portal of ICSI.

I hereby undertake that I am a *bona fide* student of the Institute and the above answer book(s) belong to me. For this purpose, I am enclosing self-attested photocopy of my Admit Card (Roll No.)/ Student Identity Card issued to me by the Institute. In case, any particulars or statement is found to be false, the Institute may take appropriate action against me, as deemed fit.

Yours faithfully,

_____

(Signature)

Place: _____

Date: _____ Name: _____

5. CONDUCT OF DECEMBER, 2015 EXAMINATIONS

The next examination for Executive Programme and Professional Programme scheduled in December, 2015, will be held from Monday, the 21st December, 2015 to Thursday, the 31st December, 2015 as per the Examination Time-Table and Programme at 103 examination centers, *viz.*, 1. Agra, 2. Ahmedabad, 3. Ahmednagar, 4. Ajmer, 5.Akola, 6.Allahabad, 7. Alwar, 8. Amarvati, 9. Ambala, 10. Aurangabad, 11. Bangalore, 12. Bareilly, 13. Beawer, 14.Belgaum, 15. Bhayander, 16. Bhilai, 17. Bhilwara, 18. Bhopal, 19. Bhubaneswar, 20. Bikaner, 21. Bilaspur, 22. Calicut, 23. Chandigarh, 24. Chennai, 25. Chittorgarh, 26.Coimbatore, 27. Dehradun, 28. Delhi (East), 29. Delhi (North), 30. Delhi (South), 31. Delhi (West), 32. Dhanbad, 33. Ernakulam, 34. Faridabad, 35. Ghandhinagar, 36. Ghaziabad, 37. Gorakhpur, 38. Gurgaon, 39. Guwahati, 40. Gwalior, 41.Hisar, 42. Hooghly, 43. Howrah, 44. Hubli-Dharwad, 45. Hyderabad, 46. Indore, 47. Jabalpur, 48. Jaipur, 49. Jalandhar, 50. Jammu, 51. Jamshedpur, 52. Jhansi, 53.Jodhpur, 54. Kanpur, 55. Kolhapur, 56. Kolkata (North), 57. Kolkata (South), 58. Kota, 59. Kottayam, 60. Lucknow, 61. Ludhiana, 62. Madurai, 63. Mangalore, 64. Meerut, 65. Mumbai (CG), 66. Mumbai (GTK), 67. Mumbai (JOG), 68. Mysore, 69. Nagpur, 70. Nasik, 71. Navi Mumbai, 72. Noida, 73. Pali, 74. Panaji, 75. Panipat, 76. Patna, 77. Pimpri-Chinchwad, 78. Puducherry, 79. Pune, 80. Raipur, 81. Rajkot, 82. Ranchi, 83. Rourkela, 84. Salem, 85. Satara, 86. Shimla, 87. Sikar, 88. Siliguri, 89. Sonepat, 90. Srinagar, 91. Surat, 92 Thane, 93. Thiruvananthapuram, 94. Thrissur, 95. Tiruchirapalli, 96. Udaipur, 97. Ujjain, 98. Vadodara, 99. Varanasi, 100. Vijayawada, 101. Visakhapatnam, 102. Yamuna Nagar and 103. *Overseas Centre — Dubai.*

NOTES :

1. **Bilaspur (Chhattisgarh); Bhayander (Maharashtra)**

   Pimpri - Chinchwad (Maharashtra); Satara (Maharashtra) are on Experimental Basis.

2. The Institute reserves the right to withdraw any centre at any stage without assigning any reason.

3. Please note that no request for change of examination venue will be entertained in respect of a particular city, where multiple examination venues exist.

4. Candidates should note that non-downloading of receipt of e- result-cum-marks statement, non-receipt/delayed receipt of 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.

TIME-TABLE & PROGRAMME FOR DECEMBER, 2015 EXAMINATIONS

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

COMPANY SECRETARIES EXAMINATIONS, DECEMBER, 2015

TIME-TABLE & PROGRAMME

EXAMINATION TIMING : 2.00 P.M. TO 5.00 P.M.

Date and Day	*Executive Programme*	*Professional Programme*
21.12.2015 Monday	**Cost and Management Accounting *(Module-I)****	Advanced Company Law and Practice *(Module – I)*
22.12.2015 Tuesday	**Tax Laws and Practice *(Module-I)****	Secretarial Audit, Compliance Management and Due Diligence *(Module – I)*
23.12.2015 Wednesday	**Industrial, Labour and General Laws *(Module-II)****	Corporate Restructuring, Valuation and Insolvency *(Module – I)*
24.12.2015 Thursday	**NO EXAMINATION (Holiday)**	
25.12.2015 Friday	**NO EXAMINATION (Holiday)**	
26.12.2015 Saturday	Company Law *(Module-I))*	Information Technology and Systems Audit *(Module – II)*
27.12.2015 Sunday	Economic and Commercial Laws *(Module-I)*	Financial, Treasury and Forex Management *(Module – II)*
28.12.2015 Monday	**NO EXAMINATION**	Ethics, Governance and Sustainability *(Module – II)*
29.12.2015 Tuesday	Company Accounts and Auditing Practices *(Module-II)*	Advanced Tax Laws and Practice *(Module – III)*
30.12.2015 Wednesday	Capital Markets and Securities Laws *(Module-II)*	Drafting, Appearances and Pleadings *(Module – III)*
31.12.2015 Thursday		***Elective 1 out of below 5 subjects (Module – III)***
		(i) Banking Law and Practice
		(ii) Capital, Commodity and Money Market
		(iii) Insurance Law and Practice
		(iv) Intellectual Property Rights – Law and Practice
		(v) International Business – Laws and Practices

***(The three papers, i.e., (i) Cost and Management Accounting; (ii) Tax Laws and Practice; and (iii) Industrial, Labour and General Laws to be held in OMR Mode on 21st , 22nd and 23rd December, 2015 respectively)**

6. ANNOUNCEMENT INVITING APPLICATIONS FOR 'MERIT SCHOLARSHIP' AND 'MERIT-CUM-MEANS ASSISTANCE' IN RESPECT OF JUNE, 2015 EXAMINATIONS

ATTENTION STUDENTS APPEARED IN JUNE, 2015 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 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 Course 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 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/Executive Programme Examination in June, 2015 and fulfill the conditions prescribed under the guidelines are 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 Course per session only to registered students. According to the scheme, a candidate has to apply in the prescribed form which can be downloaded from Institute's website: www.icsi.edu OR obtained from the Institute free of cost by sending a self addressed stamped envelope, 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 the Modules of Executive Programme Examination, 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. 2, 40,000 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. 3,60,000 per annum and also subject to fulfilling other terms and conditions as stipulated in the said scheme.

A separate notification inviting applications for award of "Merit-cum-Means Assistance" is being published elsewhere in this issue.

7. NOTIIFCATION FOR INVITING APPLICATIONS FOR "MERIT-CUM-MEANS ASSISTANCE' IN RESPECT OF INSTITUTE'S JUNE, 2015 EXAMINATIONS

THE INSTITUTE OF
Company Secretaries of India
IN PURSUIT OF PROFESSIONAL EXCELLENCE
Statutory body under an Act of the Parliament
'ICSI House', 22, Institutional Area, Lodi Road, New Delhi – 110 003.
NOIDA OFFICE : C – 37, SECTOR – 62, INSTITUTIONAL AREA NOIDA — 201 309
TEL : 0120-4264447/0120-2401512 **FAX** : 0120-2401513 **email** : exam@icsi.edu

NOTIFICATION

ICSI/CS/06/2015

MERIT-CUM-MEANS ASSISTANCE SCHEME, 1983

In pursuance of para 13 of the "Merit-cum-Means Assistance (Company Secretaryship Course) Scheme, 1983", as amended upto 9th April, 2015, applications are invited to reach the Institute in the prescribed form on or before ***25th November, 2015*** for award of 25 numbers of financial assistance each for pursuing Executive Programme and Professional Programme of the "company secretaryship" from students who fulfil the eligibility criteria laid down under the said scheme.

According to the scheme, a candidate applying for assistance should have passed Foundation Programme or Both Modules of the Executive Programme examination without exemption in any paper, at one sitting, in the first attempt in June, 2015 examination. The income of such an applicant, if employed or is having an independent source of income, should not be more than Rs.2,40,000/- per annum and if he/she is dependent on his/her parents/guardian/spouse whether partially or wholly, the combined gross income from all sources should not be more than Rs.3,60,000/- per annum.

Prescribed application form together with a copy of the Merit-cum-Means Assistance (Company Secretaryship Course) Scheme, 1983 can be downloaded from the Institute's Website www.icsi.edu under Examination Section or obtained by post from the Institute free of cost ***by sending a self-addressed envelope of 23 cms. x 11 cms. size duly affixed with postage stamp worth Rs.10/-***. Applications not made on the prescribed forms and/or **without supporting documents**, incomplete applications, applications not fulfilling the eligibility criteria laid down under the scheme or applications not reaching the Institute on or before ***25th November, 2015*** are liable to be rejected.

BY ORDER OF THE COUNCIL

File No.207:Exams:2015
New Delhi – 110 003.

(CS SUTANU SINHA)
CHIEF EXECUTIVE & OFFICIATING SECRETARY

Dated, the 17th June, 2015

8. LIST OF STUDENTS AWARDED MERIT SCHOLARSHIP IN RESPECT OF DECEMBER, 2014 EXAMINATIONS

N O T I F I C A T I O N

ICSI/CS/07/2015

In pursuance of para 11 of the "Merit Scholarship (Company Secretaryship Course) Scheme 1983", the following students have been awarded `Merit Scholarships' for the Executive Programme and Professional Programme examinations on the basis of their meritorious performance in the Foundation Programme and Executive Programme Examinations of 'company secretaryship' held in December, 2014:

FOR EXECUTIVE PROGRAMME

Sl. No.	*Name of the student*	*Registration No.*
1.	BHAVI PIYUSH SHAH	440258690/01/2015
2.	ANUKRITI SINHA	240351054/02/2015
3.	KARISHMA SHRICHAND HOTWANI	440270160/02/2015
4.	DEEPALI SINGH	240344546/01/2015
5.	SANSKRITI YOGESH DESAI	440282045/02/2015
6.	ANUBHAV ANAND	240355944/02/2015
7.	RUCHI BOHRA	140122087/02/2015
8.	TANNAVI SHARMA	240368394/02/2015
9.	MUSTUFA HASANJI BOOTWALA	440302823/02/2015
10.	PRACHI ANANDKUMAR PRAJAPATI	440265268/02/2015
11.	PRIYANSHI TOSHNIWAL	440276995/02/2015
12.	KAJOL VIJAY AGARWAL	440263812/02/2015
13.	RAKSHA NANDKISHOR SHARMA	440291871/02/2015
14.	RUTUJA RAJESH SATAM	440266865/02/2015
15.	NEIL ATUL KULKARNI	440279985/02/2015
16.	VALLARI DUBEY	440259873/01/2015
17.	RAJAT MUNDRA	440271519/02/2015
18.	NIDHI GOEL	240379383/02/2015
19.	ANERI VIPUL SANGHAVI	440264468/02/2015
20.	RIDDHI JIGNESH DESAI	440258770/01/2015
21.	PRATIKSHA PRAKASH SALVI	450268120/02/2015
22.	HARSH LUNAWAT	240356579/02/2015
23.	SHALINI MOHATA	440284155/02/2015
24.	KRISHA CHETAN ZATAKIA	440271933/02/2015
25.	SANDEEP JAIN	140133894/03/2015
26.	RAASHI UDAY REGE	440261850/01/2015

FOR PROFESSIONAL PROGRAMME

Sl. No.	*Name of the student*	*Registration No.*
1.	SIMRAN KHATTAR	240224270/02/2014
2.	AKSHAY HEMANT PARANJAPE	440111284/02/2014
3.	SHILPA K MURTHY	340055071/02/2014
4.	SHRIYA JAGETIA	240180500/02/2014
5.	MOIZ SHABBIRBHAI DARUWALA	440116140/02/2014
6.	MAMTA RANA	240218148/02/2014
7.	SHUBHAM SINGHANIA	240016540/02/2013
8.	CHAHAK CHUGH	250453758/02/2013
9.	PRAGATI JAIN	240134812/08/2013
10.	SAHIL SANJAY PUNJABI	440121165/02/2014
11.	PAYAL PRAKASH SHAH	440124282/02/2014
12.	SHAILEE DEEPAK SANGHVI	440136407/02/2014
13.	KEYUR DESAI	150061651/12/2013
14.	DIVYA MANOHAR LAL JESWANI	440126037/02/2014
15.	KHUSHBOO BHURAT	240221717/02/2014
16.	NEERALI CHANDRAKANT LAKHANI	440127862/02/2014
17.	GULSHAN BAID	140061954/01/2014
18.	MOHIT MISHRA	240138061/08/2013
19.	SWETHA.S	340029883/08/2013
20.	SHUBHAM DAD	221267861/08/2011
21.	NAMISH CHHAPARWAL	221580073/08/2012
22.	VINIKA BHANDARI	340023957/07/2013
23.	KALPAK DARSHAN RAO VALAULIKAR	440059091/06/2013
24.	MANISHA TEJWANI	440118393/02/2014
25.	HARSH KUMAR GARG	140081615/02/2014

BY ORDER OF THE COUNCIL

(CS SUTANU SINHA)

CHIEF EXECUTIVE & OFFICIATING SECRETARY

File No.205:Exams:D/2014
Dated the 10th August, 2015
NEW DELHI - 110 003.

9. LIST OF STUDENTS AWARDED 'MERIT-CUM-MEANS ASSISTANCE' IN RESPECT OF DECEMBER, 2014 EXAMINATIONS

N O T I F I C A T I O N

No. ICSI/CS/06/2015

In accordance with the "Merit-cum-Means Assistance (Company Secretaryship Course) Scheme, 1983", as in force, the following students have been selected for award of "Merit-cum-Means Assistance" for Executive Programme and Professional Programme on the basis of results of Foundation Programme and Executive Programme Examinations, December, 2014 and fulfilling the eligibility criteria:

Sl.No.	*Name of the Student*	*Student Regn. No.*
FOR EXECUTIVE PROGRAMME		
1.	Mr. Harish Kumar	240355885/02/2015
2.	Ms. Kajal Bharatbhai Sanghvi	450292892/02/2015
3.	Ms. Antrima Mandhan	440275069/02/2015
4.	Mr. Pankaj	240363395/02/2015
5.	Ms. Shivani Sharma	240358419/02/2015
6.	Mr. Nitesh Kumar Kumawat	240377682/02/2015
7.	Ms. Asha Tilwani	240377821/02/2015
8	Mr. Ashish	240355843/02/2015
9.	Mr. Kishan Singh	250346374/01/2015
10.	Mr. Nithin K V	340148748/02/2015
11.	Mr. Ashish Shrivastav	250370531/02/2015
12.	Mr. Arjun P P	340153188/02/2015
13.	Mr. Gokul Purushothaman	340149405/02/2015
14.	Mr. Yash Kumar Keshari	250359920/02/2015
15.	Mr. Sarath Sasi Unnithan	340164868/05/2015
16.	Ms. Vaidehi Vinod Kulkarni	440307540/03/2015
17.	Mr. Parmar Hiren Jentilal	440295978/02/2015

Sl. No.	*Name of the Student*	*Student Regn. No.*
FOR PROFESSIONAL PROGRAMME		
1.	Ms. Sapna Goyal	240191324/02/2014
2.	Ms. Priya Garg	240189368/02/2014
3.	Ms. Paromita Das	140067828/02/2014
4.	Mr. Bharat	240206907/02/2014
5.	Mr. Ravi Rathi	221478306/07/2012

BY ORDER OF THE COUNCIL

(CS SUTANU SINHA)
CHIEF EXECUTIVE & OFFICIATING SECRETARY

File No.207: Exams: D-2014
New Delhi - 110003
Dated the 11th August, 2015

10. WARNING AGAINST UNFAIR MEANS – JUNE, 2015 EXAMINATIONS

While considering matters concerning conduct of Institute's June, 2015 Examinations, the Examination Committee of the Council of the Institute found the following Twelve examinees guilty of adopting of unfair means :

Sl. No.	*Roll Number*	*Student Registration Number*	*Stage of Examination*
1	152408	120414691/08/2010	Professional Programme (O/S)
2	191146	420891335/12/2010	Professional Programme (O/S)
3	197430	421006671/08/2011	Professional Programme (O/S)
4	199250	420817381/08/2010	Professional Programme (O/S)
5	371421	120622203/02/2012	Executive Programme
6.	376109	140032862/02/2013	Executive Programme
7.	379851	250571431/11/2013	Executive Programme
8.	401875	250514726/08/2013	Executive Programme
9.	408161	250574106/12/2013	Executive Programme
10.	483557	221303877/07/2011	Professional Programme (N/S)
11.	178656	120518786/08/2011	Professional Programme (O/S)
12.	167976	220953331/08/2010	Professional Programme (O/S)

Accordingly, the Committee – (a) cancelled the results of the candidates in respect of their appearances in June, 2015 examinations; and/or (b) debarred them from appearing in the next session(s) of examination.

The Committee further observed that such an unbecoming behaviour was not befitting the aspirants intending to join the profession of 'Company Secretaryship' and, therefore, any such attempt to indulge in unfair practice by the examinee(s) shall be viewed seriously.

Sd/-

(CS Sutanu Sinha)
Chief Executive & Officiating Secretary

11. GRANT OF FACILITY OF WRITER'S HELP/EXTRA TIME TO PHYSICALLY DISABLED CANDIDATES IN DECEMBER, 2015 EXAMINATION

Any physically disabled student having a minimum of 40% physical disability or deformity of permanent nature and who wishes to seek writer's help and/or extra time for the purpose of appearing or writing Company Secretaries December, 2015 examination should make a **separate written request** therefor mentioning complete details about his/her Name, Student Registration No., Complete Postal Address, Mobile Number, E-mail id, specifying nature and extent (in % term) of his/her permanent disability, *etc.*, to *The Joint Secretary (Exams.), The Institute of Company Secretaries of India, C-37, Sector 62, Institutional Area, NOIDA – 201309 (U.P.)* in addition to submitting his/her enrolment application for appearing in 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 his/her writing ability and/or the normal physical functions; and

(ii) Letter of Permission issued to him/her by Sr. Secondary Board/University and/or any other professional/educational examining body, such as – University, UPSC, SSC, State Public Service Commission, Institute of Chartered Accountants of India, Institute of Cost Accountants of India, *etc.*, granting him/her such assistance for appearing or writing the examinations.

Please note that even the physically disabled students, who had earlier been granted facility of Writer's Help/Extra Time in the previous examination and wish to avail of such concession or assistance for writing the ensuing December, 2015 examinations are required to apply afresh giving reference of such facility granted in the past and making a separate application to *The Joint Secretary (Exams.), The Institute of Company Secretaries of India, C-37, Sector 62, Institutional Area, NOIDA – 201309 (U.P.)* before the last date for submission of enrolment application for December, 2015 examination. The application for grant of Writer's Help/Extra Time should not be clubbed with any other query or correspondence.

It is clarified that in case of disablement of temporary nature and injuries like, fracture in the arm, forearm or dislocation of a shoulder, elbow, wrist or any other illness, *etc.*, the candidates are not eligible to seek any concession or assistance of writer/extra time.

Intimation about grant of Writer's Help/Extra Time is normally sent 15-20 days before the commencement of each examination.

12. PASSING CRITERIA

The qualifying marks or passing criteria for Executive and Professional Programme of CS Examinations is given below for the information of the students.

I. Executive Programme Examination

(a) For Both Modules:

A candidate shall be declared to have passed in Both Modules of the Executive Programme examination —

(i) If taken simultaneously and if he/she secures at one sitting, a minimum of forty per cent marks in each of the papers in which he/she is required to appear and fifty per cent marks in aggregate of all the papers put together; or

(ii) If he/she has passed in any one Module of Executive Programme examination held under the old syllabus, prior to the introduction of the Executive Programme examination under the current syllabus and secures at one sitting a minimum of forty per cent marks in each of the remaining papers in which he/she is required to appear and fifty per cent marks in the aggregate of all such remaining papers of the Executive Programme examination put together.

(b) For One Module:

A candidate shall be declared to have passed in one module of the Executive Programme examination if he/she secures at one sitting a minimum of forty per cent marks in each paper and fifty per cent marks in the aggregate of all papers of that module and shall be declared to have completed the Executive Programme examination on passing both the modules.

Provided that a candidate who has appeared in all the papers of a module, for which he/she was required to enroll, and has secured sixty per cent or more marks in any paper(s) and a minimum of twenty-five per cent marks in each of the remaining paper(s) of the module, but has failed in that module, shall be exempted from that or those paper(s) in which he/she secured sixty per cent or more marks, in any subsequent examination on submission of an application in this behalf on or before the last date of enrolment for the examination in which he/she intends to appear;

Provided further that if a candidate who has appeared in all the papers of a module for which he/she was enrolled without obtaining any exemption and has failed in one paper of the module, but secured a minimum of sixty per cent of the total marks of the remaining papers of that module, shall be declared to have passed in that module if he/she re-appears in the remaining one paper in which he/she had failed and obtains fifty per cent marks in any subsequent examination.

Explanation: For the purpose of the above provisos, the marks obtained by a candidate in the paper(s) in which he/she had obtained exemption on the basis of having secured sixty per cent or more marks shall not be taken into account for computing his/her result for the remaining paper(s) of the module in any subsequent examination.

II. Professional Programme Examination

(a) For All Modules:

A candidate shall be declared to have passed in all modules of Professional Programme examination —

(i) If taken simultaneously and if he/she secures at one sitting, a minimum of forty per cent marks in each of the papers in which he/she is required to appear and fifty per cent marks in the aggregate of all the papers put together; or

(ii) If he/she has passed in any one or more module(s) of Professional Programme examination held under the old syllabus prior to the commencement of Professional Programme examination under the new syllabus, and secures at one sitting a minimum of forty per cent marks in each of the

remaining papers in which he/she is required to appear and fifty per cent marks in the aggregate of all such remaining papers put together.

(b) For One Module:

A candidate shall be declared to have passed in a module of Professional Programme examination if he/she secures at one sitting a minimum of forty per cent marks in each paper and fifty per cent marks in the aggregate of all the papers of that module and shall be declared to have completed the Professional Programme examination on passing all the modules.

Provided that a candidate who has appeared in all the papers of a module for which he/she was enrolled and has secured sixty per cent or more marks in one paper and a minimum of twenty-five per cent marks in each of the remaining papers of that module but has failed in the module, shall be exempted from that or those paper(s) in which he/she secured sixty per cent or more marks, in any subsequent examination on submission of an application in this behalf on or before the last date of enrolment for the examination in which he/she intends to appear.

Provided further that if a candidate who has appeared in all the papers of the Module for which he has enrolled without obtaining any exemption and has failed in one paper comprised in the Module, but got a minimum of sixty percent of the total marks of the remaining papers of the module shall be declared to have passed in that module if he/she appears in the paper in which he/she had failed and gets fifty per cent marks in any subsequent examination.

Explanation: For the purpose of the above proviso, the marks obtained by a candidate in the paper in which he/she had obtained exemption on the basis of having secured sixty per cent or more marks shall not be taken into account for computing his/her result of the remaining papers of that module for any subsequent examination.

13. ALL INDIA MERIT LIST

ALL INDIA MERIT LIST

LIST OF FIRST 25 TOP RANKERS WHO HAVE PASSED ALL PAPERS OF EXECUTIVE PROGRAMME (N/S) EXAMINATIONS WITHOUT EXEMPTION IN ANY PAPER, IN ONE SITTING, IN DECEMBER , 2014 :

EXAMINATION: EXECUTIVE PROGRAMME (N/S)

S. NO.	RANK	NAME OF THE CANDIDATE	ROLL NO	REGISTRATION NO
1	1	SIMRAN KHATTAR	370207	240224270/02/2014
2	2	AKSHAY HEMANT PARANJAPE	405505	440111284/02/2014
3	3	SHILPA K MURTHY	387422	340055071/02/2014
4	4	SHRIYA JAGETIA	382397	240180500/02/2014
5	5	MOIZ SHABBIRBHAI DARUWALA	395046	440116140/02/2014
6	6	PADAKANTI SRIKANTH	390860	350007289/09/2013
7	7	VAIBHAV	369168	250501270/05/2013
8	7	MAMTA RANA	370056	240218148/02/2014
9	8	SHUBHAM SINGHANIA	379039	240016540/02/2013
10	9	CHAHAK CHUGH	361184	250453758/02/2013
11	10	AMIT JASWANI	399395	440120807/02/2014
12	11	SIDDHANT KUMAR SURANA	355499	140064269/02/2014
13	12	MUKUL KHATER	351627	140070466/02/2014
14	13	PRAGATI JAIN	357989	240134812/08/2013
15	13	KHUSHABOO LADDHA	382258	240181490/02/2014
16	14	PANKAJ MITTAL	359026	240175293/02/2014
17	14	SAHIL SANJAY PUNJABI	404626	440121165/02/2014
18	15	ROHIT BOHRA	366356	150006064/07/2013
19	15	PAYAL PRAKASH SHAH	394948	440124282/02/2014
20	15	SHAILEE DEEPAK SANGHVI	402755	440136407/02/2014
21	16	KEYUR DESAI	355773	150061651/12/2013

EXAMINATION: EXECUTIVE PROGRAMME (N/S)

S. NO.	RANK	NAME OF THE CANDIDATE	ROLL NO	REGISTRATION NO
22	16	DIVYA MANOHAR LAL JESWANI	399004	440126037/02/2014
23	17	PRIYANKA LOYA	376780	240193232/02/2014
24	17	KHUSHBOO BHURAT	376934	240221717/02/2014
25	17	RADHIKA RADHAKRISHNAN C R	385774	350059829/02/2013
26	17	NEERALI CHANDRAKANT LAKHANI	402871	440127862/02/2014
27	18	GULSHAN BAID	353940	140061954/01/2014
28	18	MOHIT MISHRA	369364	240138061/08/2013
29	19	SWETHA.S	384985	340029883/08/2013
30	20	TULJA PALIWAL	376787	240168790/12/2013
31	21	VINIKA BHANDARI	384779	340023957/07/2013
32	21	KALPAK DARSHAN RAO VALAULIKAR	408785	440059091/06/2013
33	22	HARSH KUMAR GARG	369475	140081615/02/2014
34	22	MANISHA TEJWANI	397327	440118393/02/2014
35	23	RISHIKESH MAHENDRA EKBOTE	408174	450064843/08/2013
36	24	SUMANA N DONGRE	384764	340042971/01/2014
37	24	KAJAL RAJESH SHAH	401749	440123153/02/2014
38	25	AMBIKA SONI	366281	240173630/02/2014
39	25	SUSHMA BARLA	390451	350002307/08/2013

ALL INDIA MERIT LIST

LIST OF FIRST 25 TOP RANKERS WHO HAVE PASSED ALL PAPERS OF PROFESSIONAL PROGRAMME (N/S) EXAMINATIONS WITHOUT EXEMPTION IN ANY PAPER, IN ONE SITTING, IN DECEMBER , 2014 :

EXAMINATION: PROFESSIONAL PROGRAMME (N/S)

S. NO.	RANK	NAME OF THE CANDIDATE	ROLL NO	REGISTRATION NO
1	1	TANVI JAIN	417921	140010778/02/2013
2	2	MAYURESH VINAYAK DHARAP	438549	440031876/02/2013
3	3	KHUSHBOO SANDEEP SHAH	434767	440024715/02/2013
4	4	PRASHANT RAJ SHUKLA	417267	140004485/02/2013
5	5	AVINASH SANCHETI	417367	140028674/02/2013
6	5	SAYANM MALHOTRA	428595	221310199/01/2012
7	6	GIRISH NAGAR	427311	221641001/11/2012
8	7	HARSHITA PAWANKUMAR BIHANI	438635	451446809/02/2013
9	8	SARGAM GARG	420169	221346539/02/2012
10	8	NIKITA MAHESHWARI	429332	240028472/02/2013
11	9	YASH SANJAY HEDA	438969	451421811/02/2013
12	10	SWETA BIRDIKA	417466	140013216/02/2013
13	10	AISHWARYA MANISH GARG	440998	451459828/02/2013
14	11	KHYATI KATHRANI	440509	421171450/02/2012
15	12	PRAPTY KARMAKAR	417976	150698532/02/2013
16	12	ANKITA VINOD AGRAWAL	439044	451420771/02/2013
17	13	YASH AGARWAL	417417	140012033/02/2013
18	14	ABHISHEK JAIN	423633	240065436/02/2013
19	15	JAGDISH LAHOTI	430271	240059935/02/2013
20	16	SHREYA GOEL	431299	350003803/02/2013
21	17	AKSHAT BORDIA	438545	440030423/02/2013

EXAMINATION: PROFESSIONAL PROGRAMME (N/S)

S. NO.	RANK	NAME OF THE CANDIDATE	ROLL NO	REGISTRATION NO
22	18	CHINMAY KHAITAN	425578	240018262/02/2013
23	18	RASHMI M	430270	350004471/02/2013
24	19	KULDEEP NOLKHA	420228	221264500/08/2011
25	20	PRIYANKA YOGESH KHANDELWAL	438381	451440411/02/2013
26	21	AKSHAYA PRAKASH L	431508	350072800/02/2013
27	21	CHENGALVALA SREE LAKSHMI	432264	320003462/08/2012
28	21	UNNATI JITEN DAVE	438115	421329135/08/2012
29	22	MOHIT MANTRI	420302	240030237/02/2013
30	23	SUPREET KAUR	435509	440019511/02/2013
31	23	KRISHNA SUNIL TRIVEDI	438215	451454350/02/2013
32	23	KAJAL SHAM HANDE	440143	451406164/02/2013
33	24	GUNJAN JAIN	425952	250463517/02/2013
34	25	DARSHNA NARENDRA BHAI MANIYAR	434875	451452651/02/2013

ALL INDIA MERIT LIST

LIST OF FIRST 25 TOP RANKERS WHO HAVE PASSED ALL PAPERS OF EXECUTIVE PROGRAMME (O/S) EXAMINATIONS WITHOUT EXEMPTION IN ANY PAPER, IN ONE SITTING, IN DECEMBER , 2014 :

EXAMINATION: EXECUTIVE PROGRAMME (O/S)

S. NO.	RANK	NAME OF THE CANDIDATE	ROLL NO	REGISTRATION NO
1	1	SHUBHAM DAD	206140	221267861/08/2011
2	1	NAMISH CHHAPARWAL	212651	221580073/08/2012
3	2	NISHA KUMARI SOROT	210574	221520199/08/2012
4	3	POOJA	220936	320023553/09/2012
5	4	KUSH MISHRA	207580	221624511/11/2012
6	5	ABHISHEK KUMAR JAIN	224985	221546329/08/2012
7	6	MANSIBEN RAJUBHAI PAREKH	232483	421283908/08/2012
8	7	NEELAM AMULAKH BHOJANI	227952	421168774/02/2012
9	8	SUDARSHAN SHIVPRASAD BHOSALE	225612	421371538/08/2012
10	9	TARUN NARENDRA NIMANI	231158	130002641/08/2012
11	10	NIMISHA	207632	221503806/08/2012
12	10	SEEMA V MURTHY	217494	320018459/09/2012
13	11	RITESH JAIN	201615	120639383/08/2012
14	12	PRADEEP AVADHOOT KHOT	230867	421111922/02/2012
15	13	CHINMAYA KUMAR JENA	218965	320860314/08/2012
16	13	PRINCE PANDEY	231170	421357070/08/2012
17	14	SUNIL KUMAR	207889	221513022/08/2012
18	14	NARESH KATOCH	208959	221089799/02/2011
19	15	PRITI AGARWAL	203860	120642952/08/2012
20	15	ANUPRAV JAIN	212545	221388900/02/2012
21	16	DIWAKAR SHARMA	207751	221457069/05/2012

EXAMINATION: EXECUTIVE PROGRAMME (O/S)

S. NO.	RANK	NAME OF THE CANDIDATE	ROLL NO	REGISTRATION NO
22	16	SURENDRA AGRAWAL	212533	221608957/08/2012
23	16	ASHWINI KR	221268	320866256/08/2012
24	17	JYOTSNA RAMCHANDANI	205203	221554307/08/2012
25	18	LAXMI	209599	220726676/08/2009
26	19	PRADEEP TAK	213485	221541234/08/2012
27	20	S MAHAVEER KUMAR JAIN	217699	320776281/11/2011
28	20	SNEHA OM PRAKASH SHARMA	228682	421082472/10/2011
29	21	AKASH LALWANI	220922	320006410/08/2012
30	22	ARUSHIJOLLY	212572	221379102/02/2012
31	23	SABARIRAJAN S	219487	320020213/08/2012
32	23	SURYA SITARAM PEDNEKAR	229636	421082042/10/2011

ALL INDIA MERIT LIST

LIST OF FIRST 25 TOP RANKERS WHO HAVE PASSED ALL PAPERS OF PROFESSIONAL PROGRAMME (O/S) EXAMINATIONS WITHOUT EXEMPTION IN ANY PAPER, IN ONE SITTING, IN DECEMBER , 2014 :

EXAMINATION: PROFESSIONAL PROGRAMME (O/S)

S. NO.	RANK	NAME OF THE CANDIDATE	ROLL NO	REGISTRATION NO
1	1	VARSHA AGRAWAL	284443	421310811/08/2012
2	2	RIDDHI KAMLESHKUMAR JHAVERI	276285	421373998/08/2012
3	3	BALAJI N	269640	320790669/02/2012
4	4	RAKSHA BHANSALI	269647	320865409/08/2012
5	5	KRITIKA SAINI	258367	221605382/08/2012
6	6	ARPIT RAMSISARIA	284406	430007294/08/2012
7	7	VARUN RAMANATHAN	267610	320011870/08/2012
8	8	KHUSHBOO MISHRA	238728	120666689/08/2012
9	9	SADASIVAM NAVEEN KUMAR	269628	320800567/02/2012
10	10	ABHINAV RAJVANSHI	258517	221605831/08/2012
11	11	AKANKSHA UPASANI	265705	221420435/05/2012
12	11	DEEPIKA KHYALILAL MANDOT	284724	421303431/08/2012
13	12	MAYANK CHAPLOT	265306	230010019/08/2012
14	13	CHARUL LODHA	260274	221543344/08/2012
15	14	REKHA THAKUR	253394	220819928/02/2010
16	15	PANKAJ VERMA	264467	221482987/08/2012
17	15	KAVITA SHIVNANDAN KATDARE	284736	421347711/08/2012
18	16	MAHESH AGGARWAL	250315	221089621/02/2011
19	17	PRATIK MITTAL	241622	120549415/08/2011
20	18	KARTIK JAIN	242937	221351821/02/2012
21	18	SHUBHAM MAHESHWARI	244892	221585349/08/2012

EXAMINATION: PROFESSIONAL PROGRAMME (O/S)

S. NO.	RANK	NAME OF THE CANDIDATE	ROLL NO	REGISTRATION NO
22	19	MAYANK SANCHETI	260333	221583021/08/2012
23	20	SHASHANK PASHINE	251498	220917672/08/2010
24	21	URMI SITHOLIWAL	278797	421080825/09/2011
25	21	DIPTY NARESH JAIN	280668	421346810/08/2012
26	22	ANUKSHI MEHTA	265311	221576656/08/2012
27	22	A SRIKRISHNAN	269689	320668736/02/2011

14. ANNOUNCEMENT : NEW EXAMINATION CENTRES

ATTENTION STUDENTS !

NEW EXAMINATION CENTRES
FOR CS EXECUTIVE & PROFESSIONAL PROGRAMME EXAMINATIONS - DECEMBER, 2015

The Institute is pleased to announce opening of new Examination Centres at following cities on an experimental basis w.e.f. December, 2015 examination onwards:

S.No.	*City & State*	*Centre Code*
1.	Bilaspur (Chhattisgarh)	428
2.	Bhayander (Maharashtra)	429
3.	Pimpri-Chinchwad (Maharashtra)	430
4.	Satara (Maharashtra)	431

Accordingly, candidates can opt for new examination centre at the aforesaid city (ies) while enrolling for December, 2015 examination.

Joint Secretary (Exams)

15. ANNOUNCEMENT: INTRODUCTION OF NEGATIVE MARKING FOR OMR BASED EXAMINATION

ATTENTION STUDENTS!

CS EXECUTIVE PROGRAMME

INTRODUCTION OF NEGATIVE MARKING FOR OMR BASED EXAMINATION

The Institute has decided to introduce the criteria of negative marking for wrong answers attempted by the candidates for the three subjects of OMR based examination of the Executive Programme viz., (i) Cost and Management Accounting; (ii) Tax Laws and Practice; and (iii) Industrial, Labour and General Laws papers with effect from December, 2015 Examinations onwards as under:

- Negative marking will be made in the ratio of 1: 4, i.e., deduction of one (1) mark for every four (4) wrong answers or proportion thereof;
- Negative marks would be limited to the extent of marks secured for correct answers so that no candidate shall secure less than zero mark in the above subjects;
- Total marks obtained in fraction would be rounded up to next whole number.

The Time Table and Programme for CS December, 2015 examinations has been uploaded on the Institute's website www.icsi.edu. The OMR based examination for the above three subjects shall be held consecutively on 21st, 22nd and 23rd December, 2015.

16. ANNOUNCEMENT: VERIFICATION OF MARKS JUNE, 2015 EXAMINATIONS

ATTENTION STUDENTS !!

VERIFICATION OF MARKS OF COMPANY SECRETARIES EXAMINATIONS – JUNE, 2015

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 CS **examination within 30 days** from the date of declaration of results. The application for verification of marks can be made through either Online/Offline mode by interested candidates in the prescribed method with requisite **fee @ Rs. 250 per subject**.

To optimize the use of on-line mode of payment, candidates are advised to submit their request/s through on-line mode for quicker and hassle-free response. The on-line facility for applying for Verification of Marks will be operative from **Wednesday, the 26th August, 2015 from 00:01 hrs till Thursday, the 24th September, 2015 up to 24:00 hrs**

In case any candidate wishes to apply for Verification of Marks through off-line mode, s/he can download the Application Form available on the website and send the same duly filled in through Speed/Registered Post.

The last date for submitting applications for Verification of Marks through either Online or Offline mode is **24th September, 2015.**

The procedure for submitting On-line application for Verification of Marks is hosted on the website of the Institute in Examination section under Students corner for the information of the students. The students can seek information by **accessing the given link below:-**

https://www.icsi.edu/Docs/Website/Verification_of_Marks_of_CS_Exam_24082015.doc

17. ANNOUNCEMENT- PROVIDING INSPECTION OR SUPPLY OF CERTIFIED COPY(IES) OF ANSWER BOOK(S) TO THE STUDENTS - JUNE, 2015 EXAMINATIONS

ATTENTION STUDENTS !

PROVIDING INSPECTION OR SUPPLY OF CERTIFIED COPY(IES) OF ANSWER BOOK(S) TO THE STUDENTS-JUNE, 2015

The Institute has been providing the facility of inspection or supply of certified copies of answer book(s) to the candidates on their request as per guidelines, rules and procedures framed by the Institute in this regard**.**

A candidate who wishes to inspect (by visiting ICSI office at Noida) and/or obtain certified copy(ies) of his/her answer book(s) of any subject(s) of a particular examination, should apply in the prescribed form **within 45 days from the date of declaration of the result.**

The prescribed fee for **supply of certified copy (ies) of answer book(s) is Rs. 500/-per subject and Rs. 450/- per subject for providing inspection.** The requisite fee is to be paid through Demand Draft drawn in favour of "The Institute of Company Secretaries of India", payable at New Delhi.

The candidate concerned can download the prescribed Application Form from the website of the Institute and send the same duly filled in through Speed/Registered Post.

The "Guidelines, Rules and Procedures for Providing Inspection and/or Supply of Certified Copy (ies) of Answer Book(s) to students" are hosted in **Examination Section** on the Home Page of the website of the Institute under the corner **Student OR by accessing the given link below:-**

https://www.icsi.edu/Docs/Website/Inspection%20_Certified_Copy_24082015.pdf

18. ANNOUNCEMENT: OMR BASED EXAMINATION

ATTENTION STUDENTS!

OMR BASED EXAMINATION IN THREE SUBJECTS

OF CS EXECUTIVE PROGRAMME

1. The Institute has introduced OMR based Examination in the following ***three*** subjects of the ***CS Executive Programme*** wherein students are required to attain working knowledge, with effect from December, 2014 Examinations:
   (i) Cost and Management Accounting (Module-I)
   (ii) Tax Laws and Practice (Module-I)
   (iii) Industrial, Labour and General Laws (Module-II)
2. In the above three subjects, candidates' knowledge, competency and proficiency would be examined through objective type Multiple Choice Questions (MCQs) under OMR system. However, in the remaining four subjects of the Executive Programme, *viz*. (i) Company Law, (ii) Economic and Commercial Laws, (iii) Company Accounts and Auditing Practices, and (iv) Capital Markets and Securities Laws, candidates would continue to be examined through descriptive examination.
3. In OMR based examination, each paper shall be of three hours duration having 100 Multiple Choice Questions (MCQs) of one mark each. The questions shall be of average, above average and difficult level covering entire syllabus. In case any paper is divided into different Parts, i.e., Part - A, Part - B, etc., requisite number of questions shall be asked from the respective Part corresponding to the weightage of marks as prescribed in the syllabus.
4. Each question shall contain four answer options and the candidate shall be required to select one option as his/her correct answer and mark in the OMR answer sheet by darkening the respective circle with blue/black ball point pen.
5. Negative marking for wrong answers attempted by the candidates will be implemented ***w.e.f. December, 2015*** session of examination in the ratio of 1: 4, *i.e.* deduction of one (1) mark for every four (4) wrong answers and total marks obtained by the candidates in such papers would be rounded up to next whole number. Further, the negative marks would be limited to the extent of marks secured for correct answers so that no candidate shall secure less than zero mark in the above subjects.
6. Question paper booklet for (i) Cost and Management Accounting (Module-I) and (ii) Tax Laws and Practice (Module -I) papers shall be provided in English language only. However, candidates who opt for writing the examination in Hindi medium shall be provided question paper booklet of Industrial, Labour and General Laws (Module-II) paper in English along with its Hindi version. However, the OMR Answer sheets for all the three subjects would be provided in English language only.
7. Sample question papers for OMR examination in the above three subjects have been hosted on the website of the Institute for the reference of the students. Detailed instructions for appearing in OMR examination would be hosted on the website of the Institute, published in the Student Company Secretary e-journal and provided along with e-Admit Card.

***

Training

Attention Students !!

who have passed/completed Executive Program on 25th August 2015

Following "Academic Program" has been made compulsory for all students who have passed Executive Program on or after 25th August 2015 (i.e. June 2015 Exam session onwards). This is applicable to all students irrespective of their date of registration in Executive Program (i.e. applicable to all students whether under earlier training structure or modified training structure) and needs to be completed within specified time limits as given in the guidelines :

i) 2 days = Professional Induction Program (PIP)
ii) 3 days = Professional e-governance Program (PEGP)
iii) 5 days = Professional Skill Development Program (PSDP)
iv) 5 days = Professional Entrepreneurship Development Program (PEDP)

For further details, please visit institute's website www.icsi.edu or contact your nearest Regional/ Chapter office or call to institute's helpline no. 011-33132333/ 66204999

Entitlement of leave for students during 15 days specialized training

As per decision taken by Council of the institute, one day leave may be allowed during 15 days specialized training under Regulations 50(b) of the C S Regulations 1982. In case the student takes leaves more than one day for any reason except on medical ground (duly supported by medical certificate from the Government hospital/Institution), his/her training would not be taken as valid and he/she would be required to complete the entire 15 days training once again at one go. This will be applicable for the students who will commence their 15 days specialized training on or after 1st July 2015.

All concerned may take a note of it.

Training/22.06.2015

"Practising Company Secretaries (PCS)" (who are registered with the institute for imparting training to CS Students) are also allowed to impart 15 days specialised training to the students under Regulation 50(b) of the Company Secretaries Regulations, 1982.

The Council of institute has allowed "Practising Company Secretaries (PCS)" also (who are registered with the institute for imparting training to CS Students) to impart 15 days specialised training to the students of the Institute under Regulation 50(b) of the Company Secretaries Regulations, 1982., as per details given below :

i) Practising Company Secretaries may also be allowed to impart the 15 days specialized training to students under Regulation 50 (b) of the Regulations, w.e.f. 1st July 2015.

ii) The Company Secretaries in Practice who are registered with the Institute for imparting 15 months/1 year/2 years/3 years training to students shall automatically be eligible to impart 15 days specialized training also.

iii) The students willing to undergo 15 days specialized training under a Practising Company Secretary will be required to follow the same procedure which is applicable for undergoing 15 days specialized training at any of the approved agencies.

iv) It is clarified that for 15 days specialized training, no stipend is payable to the student concerned.

v) 15 days specialised training can also be undergone under the same PCS, under whom student has already undergone his/her 15 months training.

All concerned students may take a note of it.

Training / 20.07.15

Procedure for applying 15 days specialized training under Practicing Company Secretaries(PCS)

1. A Final/Professional Programme passed student after completing 15 months training (or exempted therefrom) can undergo 15 days specialized training with any of the agencies registered with institute for imparting 15 days specialized training, including Practicing Company Secretaries (PCS).
2. Students willing to undergo above training under a PCS, are advised to firstly ensure that the PCS under whom he/she is willing to undergo 15 days specialized training, is registered with the institute for imparting training to CS students. If not, firstly request the PCS to register himself/herself for the said purpose through online process available at institute's website www.icsi.edu.
3. Student is required to approach the PCS under whom he/she is willing to undergo 15 days specialized training and request him to issue a confirmation letter in this regard. The confirmation letter must be on his/her letter head and duly signed by the PCS with date & stamp, mentioning the COP/ACS number of PCS clearly. There is no need to sign any contract on stamp paper between trainee & trainer.
4. Now student is to send scanned copy of that confirmation letter and completion certificate of his/her 15 months training (or exemption letter issued for the same by the institute) by e-mail at training@icsi.edu Student must mention his/her Student Registration Number in the said e-mail.
5. Against which the institute will issue the sponsorship letter by e-mail to student concerned. After receiving the same, student may commence his/her training.
6. After his/her 15 days specialized training is complete, student is required to send scanned copy of the "Training Completion Certificate" issued to him/her by the PCS to institute at training@icsi.edu for updating the records at the institute.

News from Regions

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

SOUTHERN INDIA REGIONAL COUNCIL

Schedule of 15 days Academic Programme

2 days Professional Induction Program (PIP)

Sl. No.	*Programme*	*Fee*	*Venue of the Programme*	*Contact*
1	9th and 10th September, 2015	Rs.1000	"ICSI-SIRC House" 9, Wheat Crofts Road, Nungambakkam Chennai – 600 034	The Institute of Company Secretaries of India Southern India Regional Office No.9, Wheat Crofts Road, Nungambakkam, Chennai 600 034 Phone : 044-28279898; 28268685 Email:siro@icsi.edu;
2	22nd and 23rd September, 2015	Rs.1000		

3 days Professional e-governance Program (PEGP)

Sl. No.	*Programme*	*Fee*	*Venue of the Programme*	*Contact*
1	14th, 15th and 16th September, 2015	Rs.2000	"ICSI-SIRC House" 9, Wheat Crofts Road Nungambakkam Chennai – 600 034	The Institute of Company Secretaries of India Southern India Regional Office No.9, Wheat Crofts Road, Nungambakkam Chennai 600 034 Phone:044-28279898;28268685 Email:siro@icsi.edu
2	28th, 29th and 30th September, 2015	Rs.2000		

5 days Professional Skill Development Program (PSDP)

Sl. No.	*Programme*	*Fee*	*Venue of the Programme*	*Contact*
1	5th, 6th, 7th, 8th and 9th October 2015	Rs. 3000	"ICSI-SIRC House" 9, Wheat Crofts Road Nungambakkam Chennai – 600 034	The Institute of Company Secretaries of India Southern India Regional Office No.9, Wheat Crofts Road, Nungambakkam Chennai 600 034 Phone:044-28279898;28268685 Email:siro@icsi.edu
2	13th, 14th, 15th, 16th, and 17th October 2015	Rs. 3000		

5 days Professional Entrepreneurship Development Program (PEDP)

Sl.No.	*Programme*	*Fee*	*Venue of the Programme*	*Contact*
1	27th, 28th, 29th and 30th and 31st October 2015	Rs. 4000	"ICSI-SIRC House" 9, Wheat Crofts Road Nungambakkam Chennai – 600 034	The Institute of Company Secretaries of India Southern India Regional Office No.9, Wheat Crofts Road, Nungambakkam Chennai 600 034 Phone : 044 - 28279898; 28268685 Email:siro@icsi.edu;
2	17th 18th, 19th, 20th and 21st November 2015	Rs. 4000		

THE ICSI – SIRC

ORAL COACHING CLASSES

for

EXECUTIVE PROGRAMME

FOR

JUNE 2016 EXAMINATION

The Institute of Company Secretaries of India – Southern India Regional Office is commencing Oral Coaching Classes for Executive Programme Both Modules for June 2016 examination from 28th September, 2015

Executive Programme

Date of commencement: 28.09.2015

Module-I (Morning)

Fees : Rs. 6100

Module-II (Evening)

Fees : Rs. 5600

For further details please contact:

SIRC OF THE ICSI,

9, Wheat Crofts Road,
Nungambakkam, Chennai – 600 034
Phone : (044) 28279898, 28268685
E-mail : siro@icsi.edu

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

ICSI - THANE CHAPTER

ICSI-Thane Chapter is pleased to announce the Oral Coaching Classes for students appearing in June 2016 examination at the Chapter's owned premises with state of the art technology, pleasant atmosphere and ambiance.

-: FEES STRUCTURE:-

Foundation Course	Rs. 12000/-
Executive Module I	Rs 14000/-
Executive Module II	Rs 10500/-
Executive Both Module	Rs 22000/-
Professional Course (Only ATLP & FTFM)	Rs 11000/-**

** Subject to minimum of registration of 10 students per module & Rs. 6000 per subject.

NEW OTC CENTRE AT
2 MINUTES
WALKABLE
DISTACNE FROM
THANE STATION

!!!HURRY ADMISSION ALREADY OPEN!!!

Oral Coaching Classes for June 2016

- ✓ Famous for coaching by experienced faculties since 1993 with proven track record of meritorious students
- ✓ Guidance Notes
- ✓ Special exam oriented sessions & Mock test series
- ✓ Extra Lectures for technical subjects
- ✓ Best Coaching at the most affordable pricing

ICSI-THANE CHAPTER
201-202 SAI PLAZA COMPLEX,
GHODBUNDER ROAD,
KAPURBAWADI Jn.
Above VIJAY SALES
THANE(WEST)
400607
Mail: thane@icsi.edu
Phone: 022-25893793/1333

***

Announcement

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

Press Release

ICSI Launches Skill Development programme for its Students

In an endeavour to develop advanced professional skills amongst the CS Students , The Institute of Company Secretaries of India (ICSI) has launched a "15 days Academic Program"which shall be applicable for all Company Secretaryship (CS) students who have passed/completed their Executive Program (i.e. passed both/all modules of CS Executive Program) on or after 25th August, 2015.

The Academic programme will be of 15 days and will be providing a comprehensive exposure to various aspects of becoming awell-trained CS Professional and will help the CS Executive Programme students in grooming themselves for playing an effective role as a Company Secretary in the Corporate world.

The Programme has been launched by the Institute of Company Secretaries of Indiato provide industry ready CS professionals to the corporate world .

The Companies Act, 2013 confers a special status to Company Secretary as the KEY MANAGERIAL PERSONNEL and has bracketed a CS Professional along with Managing Director (MD) or Chief Executive Officer (CEO) or Manager, Whole-time director(s) or Chief Financial Officer (CFO), therefore efficiently trained CS professionals are in great demand to cater to these requirements.

The details of program is as under and itcan be completed as per the schedule provided below :

Particulars	Duration	When to Undergo
Professional Induction Program (PIP)	2 days	To be completed within 3 months of passing the Executive Programme or within 2 months of commencement of their 15months/ 1 year / 2 years training, whichever is earlier.
Professional e-Governance Program (PEGP)	3 days	To be commenced only after PIP is completed
Professional Skill Development Program (PSDP)	5 days	To be completed only after completing PIP and PGEP but in any case within 7 months from the passing of Executive Programme.
Professional Entrepreneurship Development Program (PEDP)	5 days	To be completed only after completing PIP, PGEP and PSDP but in any case should be completed at least 3 months prior to the completion date of their 15 months / 1 year/ 2 year training.

Further details are available at institute's website www.icsi.edu for the reference of the Students of CS Executive Programme . There is also provision for exemptions to those students who are having adequate working experience on case to case basis.

The 15 days academic programme launched by ICSI is also an endeavour to be in line with the 'Skill India' initiative of the Hon'ble Prime Minister,which aims to equip the youth of India with all the necessary skills to become a competitive global workforce.

© *The Institute of Company Secretaries of India.*

All rights reserved. No part of this Bulletin may be translated or copied in any form or by any means without the prior written permission of The Institute of Company Secretaries of India.

Disclaimer :

Although due care and diligence have been taken in preparation and uploading this E-bulletin, the Institute shall not be responsible for any loss or damage, resulting from any action taken on the basis of the contents of this e-bulletin. Any one wishing to act on the basis of the material contained herein should do so after cross checking with the original source.

Editorial Team

Sonia Baijal, Director
A K Sil, Joint Director
Dr. Rahul Chandra, Joint Director

For views/suggestions/feedback please write to : academics@icsi.edu