

## **PROVIDING INSPECTION OR SUPPLY OF CERTIFIED COPY(IES) OF ANSWER BOOK(S) TO THE 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.

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/portals/0/Guidelines\\_Rules\\_And\\_Procedures\\_for\\_providing\\_Inspection\\_or\\_Supply\\_of\\_Certified\\_Copies\\_Application\\_form.pdf](https://www.icsi.edu/portals/0/Guidelines_Rules_And_Procedures_for_providing_Inspection_or_Supply_of_Certified_Copies_Application_form.pdf).

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