Process of submitting online request for registering Practising Company Secretaries (PCS) for imparting training to CS Students

Companies / PCS can now register themselves through Online Services of ICSI by following below steps:

1. Choose the Registration Type: **Registration of Company/PCS for Imparting Training**

2. Enter the Company/PCS/Other Entities Name and choose the respective Type from the dropdown. In case of PCS the user need to choose “**Practising Company Secretaries**” from the dropdown:

The below form will be used for Registration of Company/PCS for Imparting Training to CS Students.
3. In case of PCS registration the following fields will be auto filled on the basis of Membership number of Company Secretaries filled in the form:

4. After filling the form please click on Update:

5. Once the User clicks on Update Button, the Registration Request will be submitted and intimation will be sent through SMS and E-mail provided by the User in the Registration Request form.

6. The request will further be approved by ICSI User. Once approved, the username and password will be sent to respective User through SMS/Email.