



**THE INSTITUTE OF  
Company Secretaries of India**

**भारतीय कम्पनी सचिव संस्थान**

**IN PURSUIT OF PROFESSIONAL EXCELLENCE**

Statutory body under an Act of Parliament

(Under the jurisdiction of Ministry of Corporate Affairs)

**ATTENTION STUDENTS!!**

**“Renewal / De novo of Registration”**

**Now allowed three months prior to Expiry of Registration**

***[Executive/ Professional Programme Students may seek Registration Denovo as per their eligibility, three months prior to expiry of their registration.]***

Earlier students were allowed to renew their registration only after expiry of their registration period. It was noticed that students were facing difficulty to submit their Examination Enrollment Forms due to their registration expiring on the last dates of examination enrolment.

To facilitate such students, the Institute has decided to open the window for renewal of Registration, three months prior to expiry of students's registration.

Now students whose registrations are going to expire can renew their registration well in advance i.e., three months before expiry of their Registration. The process of Renewal of Registration is available at [www.icsi.edu](http://www.icsi.edu) or at the following url:

[https://www.icsi.edu/media/webmodules/user\\_manual\\_for\\_reg\\_denovo.pdf](https://www.icsi.edu/media/webmodules/user_manual_for_reg_denovo.pdf)

It is reiterated that, students whose registration are not valid on the date of filling of examination enrolment form, they will not be eligible to seek examination enrollment to the respective sessions of examinations.

Date: 14/11/2022

A K Srivastava

Joint Secretary (Student Services)

**Vision**

"To be a global leader in promoting good corporate governance"

**Motto**

सत्यं वद। धर्मं चर। इण्डियन फेड न्यायिक बॉयलेट हेगु फेड लॉर.

**Mission**

"To develop high calibre professionals facilitating good corporate governance"