Attention Students!

Continuation of Registration for Professional Programme Pass students

Pursuant to The Company Secretaries (Amendment) Regulations, 2020, with effect from 3rd February, 2020, “Continuation of Registration” has been introduced according to which the students will have to keep their registration valid even after passing Professional Programme Stage throughout during completion of all the training requirements till they are admitted as a member of the Institute.

Eligibility:

Continuation of Registration is applicable for those students who have passed professional programme on or after December 2019 session of examination.

Requisite Fee:

The prescribed fee for seeking “Continuation of Registration” shall be Rs.1000/- per year. This can be applied on yearly basis.

Procedure to be followed:

Continuation of registration is being facilitated through smash portal www.smash.icsi.in. Steps for submitting continuation of registration request is explained hereunder:

Step 1 Visit SMASH Portal https://smash.icsi.in

The following screen open:

Step 2 Enter the User Id (Student Registration Number), Password (created by them for the SMASH Portal) and the Verification Code.

Step 3 Click on Module → Student Services → Apply for Continuation of registration.
Step 4 Select service name as “Continuation of registration” & then “Proceed to Payment”

Step 5 Select the Payment Gateway Service Provider (Billdesk, Axis Bank, etc.) and click on the button “Next”.
Enter the Bank / Credit/ Debit Card details and click on the “Make Payment” button.

For all successful payments a Fee Receipt is instantly generated. You may also re-generate and print duplicate receipt at the following link by entering the Transaction Id https://smash.icsi.in/Scripts/PGIntegration/GetReceipt.aspx