



**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)

## **DIRECTORATE OF TRAINING**

### **FAQS ON THE e PDP**

<b><u>Q 1</u></b>	I have already attended/completed the few PDP hours out of the 24 hours . Can I do the remaining hours of PDP through e PDP?
<b><u>Ans.</u></b>	Yes, in order to complete the requirement of PDP . you may attend the remaining hours of PDP through e PDP . But assure that, the status of EDP training is completed and updated in the stimulate portal.
<b><u>Q 2</u></b>	Will the amount paid offline for the programme to the chapter can be adjust with online fees?
<b><u>Ans.</u></b>	The amount already paid to the Regions/Chapter for offline programme cannot be adjusted with the online fees. You need to register afresh for the online programme. The students, who have already registered for PDP in classroom mode in their respective Region and Chapters and could not continue due to the lock down, can get their refund proportionately from their respective Region and Chapters.
<b><u>Q 3</u></b>	What is the eligibility for attending e PDP?
<b><u>Ans.</u></b>	Students registered in Executive Program on or before 31.03.2014 and required to complete 24 PDP hours.
<b><u>Q 4</u></b>	I have already completed my 15 months training but not yet completed the requirement of PDP. Will system allow me to register for e PDP
<b><u>Ans.</u></b>	If your 15 months training is completed and updated in the Institute records than also you may submit your application for e PDP, subject to the completion of EDP is updated in the stimulate portal.
<b><u>Q 5</u></b>	I have already uploaded the completion certificate for EDP/3days or 5 days programme, however, it is still not updated in the system?
<b><u>Ans.</u></b>	You are requested to re—upload the certificate in the portal , while uploading the certificate please check the undertaking and accept all the terms and condition.
<b><u>Q 6</u></b>	On which mode e PDP will be organized?

<b><u>Ans.</u></b>	The e PDP will be organized on webinar mode. The link of webinar will only be shared with the registered students.
<b><u>Q 7</u></b>	I need to complete the requirement of 24 hours of PDP , will institute provide the 24 hours e PDP?
<b><u>Ans.</u></b>	The Institute will provide 24 hours e PDP. You are advised to refer the notification/announcement w.r.t. the upcoming schedule of e PDP.
<b><u>Q 8</u></b>	I am student of earlier training structure and required to complete the requirement of EDP in order to become eligible for PDP, I have already completed the requirement of 03 days e governance but next training of 05 days skill development will be starting from 04 <sup>th</sup> may 2020,so how can I join e PDP?
<b><u>Ans.</u></b>	The Institute will arrange e PDP in three different dates / schedule. The first e PDP of 08 hours will be starting from 06 <sup>th</sup> May 2020. You are advised to refer the notification/announcement of e PDP for upcoming schedule /batches. The notification/announcement is available in the Institute website at latest@icsi. However we are organizing e PDP on 13 <sup>th</sup> and 22 <sup>nd</sup> may 2020 respectively.
<b><u>Q 9</u></b>	Earlier the status of my PDP on my stimulate portal was completed now it is showing as incomplete/in progress?
<b><u>Ans</u></b>	The Institute has observed that, in many cases students has uploaded only one PDP completion certificate, whereas their status changed as complete. Please note that, in order to become eligible for applying membership every student needs to complete the requirement of 24 hours of PDP. You are advised to resubmit the completion certificate from the tab of short term training>>>>upload training certificate, kindly select PDP and while uploading PDP certificate please mentioned the hours.
<b><u>Q10</u></b>	How to get E PDP certificate
	Students after successful completion of the PDP program , students will be provided soft copy of the e PDP certificate.