

Frequently Asked Questions: Scope for Company Secretaries (CS) Members (qualified from ICSI) in the United States of America (U.S.)

Disclaimer: This document is intended solely as a general guide and may not address all of your questions. It is not meant to provide legal advice or information specific to your immigration status. For questions related to your immigration status, it is crucial to consult with an immigration attorney who can offer advice tailored to your individual circumstances. ICSI Overseas Center, USA or ICSI will not be held liable for any actions or decisions made by members based on the contents of this document.

1. What is the role of a Company Secretary in the U.S.?

In the U.S., corporate laws vary by state, and each state has distinct requirements for the role of a company secretary. Generally, the responsibilities of a company secretary include managing corporate records, ensuring regulatory compliance, coordinating board meetings, and handling company filings.

2. Is the Company Secretary qualification recognized in the U.S.?

Traditional CS qualifications from countries like India or the U.K. are not formally recognized in the U.S. However, the knowledge and skills acquired can be valuable in governance and compliance roles. Pursuing additional certifications, such as those offered by the Society for Corporate Governance or obtaining a Juris Doctor (JD) designation, can further enhance career opportunities.

3. What career paths are available for CS Professionals in the U.S.?

CS Professionals students seeking career opportunities in the U.S. can explore various roles, particularly in governance, compliance, and corporate administration. Although the traditional CS qualification may not be directly recognized in the U.S., the skills and expertise gained are transferable to several career paths. Earning additional certifications like the Chartered Financial Analyst (CFA) or those offered by the Society for Corporate Governance or ICSA: The Chartered Governance Institute can open doors to leadership roles. Networking through professional organizations, such as the Society for Corporate Governance or local business law associations, can also help identify opportunities tailored to your expertise.

4. Do CS professionals need additional qualifications to work in the U.S.?

Yes, many companies prefer candidates with certifications or degrees familiar to the U.S. system, such as CPA, LLM, JD, or certifications in corporate compliance (e.g., CAMS, CCEP) or Paralegal Certification by ABA approved. This not only enhances your skills but also provides a platform to network and understand local practices.

6. Are there professional organizations for corporate secretaries in the U.S.?

Yes, the Society for Corporate Governance is a prominent association that supports professionals in this field. They provide resources, certifications, and networking opportunities that can benefit CS students transitioning into the American market.

7. How can CS Professionals increase their job prospects in the U.S.?

CS professionals can increase their job prospects in the U.S. by leveraging their governance and compliance expertise while adapting to the U.S. corporate and regulatory landscape. Here are few suggestions to consider while planning your career: (i) staying connected with fellow ICSI Members through ICSI Overseas Center, USA; (ii) pursuing relevant certifications/ degree, building legal expertise, develop related new skills and leverage transferable skills; (iii) starting with entry-level or temporary roles in corporate governance, compliance, or legal departments to gain familiarity with U.S. practices; (iv) volunteer for nonprofit boards or governance committees to demonstrate hands-on experience; (v) network strategically and investing in professional organizations like the Society for Corporate Governance, Association of Corporate Counsel (ACC), or state bar associations; (vi) attending industry conferences, webinars, and workshops to build connections and stay updated on trends.

In addition to the above, recommend tailoring your resume to align with U.S. job descriptions, emphasizing governance, compliance, and organizational leadership. Familiarity with governance and compliance tools like Diligent, Board Effect, or compliance management software would enhance your profile.

8. What are the provisions for obtaining CPE Credits by a member residing overseas?

It is mandatory for all members of the Institute, irrespective of whether they are in practice or otherwise, to secure 20 CPE Credits in a financial year. The members residing overseas can avail 100% CPE Credits through e-Mode.

In case of members residing overseas, the programmes of the professional interest organized by regulatory bodies/ Institutes/ Chambers/ Business Associations/ recognized Universities/any other similar body in the country of residence, shall also be considered as approved learning program subject to submission of documentary evidence (wherever applicable). A request for grant of CPE Credits may be sent to the Institute at the email id cpe@icsi.edu

For More details refer https://www.icsi.edu/media/webmodules/Revised_CPE-Gls.pdf & https://www.icsi.edu/media/webmodules/Revised_FAQs_CPE_Guidelines.pdf