

## ICSI STUDENTS EDUCATION FUND TRUST

General Guidelines for SEFT (applicable w.e.f. 1<sup>st</sup> July 2020) is as follows:

With a view to encourage and motivate economically backward and / or academically bright students to pursue the Company Secretaryship Course, the Institute has created a Trust viz. ICSI Students Education Fund Trust.

CATEGORIES OF STUDENTS / ELIGIBILITY CRITERIA	
Economically backward students with good academic records ( with Family Income upto Rs.3,00,000 per annum)	Academically Bright Students (without any limit on their Family Income)
Minimum 65% Marks ( or equivalent CGPA ) in Senior Secondary ( Class XII ) Stages;  OR  Minimum 60% Marks ( or equivalent CGPA ) in Bachelors Degree Stage	Minimum 85% Marks ( or equivalent CGPA ) & Senior Secondary ( Class XII ) Stages;  OR  Minimum 70% Marks in Bachelors Degree Stage

Such students shall be eligible for refund of CSEET Registration Fee on the basis of percentage of marks scored in Class XII or Graduation and they may continue to avail the benefits for subsequent stages of CS Course on passing the examinations of respective stages in the first attempt and first available opportunity.

### NATURE AND EXTENT OF FINANCIAL ASSISTANCE

- a) Eligible Students under the guidelines of this Scheme shall be refunded the full amount of the Registration Fee paid by them for CSEET, after they have passed the CSEET.
- b) They would be further refunded the Registration Fee, Education Fee, Exemption Fee, e-learning fee and other fees paid by them for registration to the Executive Programme, if they have taken registration in Executive Program within stipulated cut-off date of registration as per first available opportunity applicable to them vis-à-vis their date of passing of CSEET. They would also be refunded Examination fees paid by them for Executive Program, if they have passed exam (of respective modules ) in first attempt in first available opportunity vis-à-vis their date of registration in Executive Program.
- c) Students passing the Executive Programme at the first attempt and first available opportunity would be further refunded the Registration Fee, Education Fee, Exemption Fee, e-learning fee and other fees paid by them for registration to the Professional Programme, if they have taken admission in Professional Program within stipulated cut-off date of registration as per first available opportunity vis-à-vis their date of passing of Executive program. They would also be refunded Examination fees paid by them for Professional Program, if they have passed exam (of respective modules) in first available opportunity vis-à-vis their date of registration in Professional Program.

Students aspiring to avail financial assistance under ICSI-SEFT are required to submit the application with the desired documents within six months(\*) from the date of passing the CS Executive Entrance Test (CSEET) or within six months from the date of registration to Executive Programme / Professional Programme, as the case may be. Applications received at the Institute after the expiry of the six months period shall not be entertained. Student concerned is firstly required to make full payment of the requisite fees and then submit his/her claim for refund to the prescribed application form. If found eligible, his/her fees will be refunded.

Students desirous of availing the financial assistance may submit their application in the prescribed format (please **click here**) along with all supporting documents to **Director (Student Services), The Institute of Company Secretaries of India , C-36, Sector 62, Noida 201 309.**

**(For detailed Guideline, please click here)**

(\*) Note : In view of the prevailing crisis due to Covid-19, students who have registered or shall be registering in the CSEET/ Executive/ Professional Programmes during 01.01.2020 to 31.12.2020 shall be allowed to submit the applications under the SEFT guidelines within 12 months from the date of passing CSEET or within 12 months from the date of registration to Foundation / Executive Programme/ Professional Programme .