



# 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!!

Date: 28-02-2026

#### IMPORTANT ANNOUNCEMENT FOR CSEET JUNE, 2026 EXAMINATION

1	Start date for Examination enrolment	1 <sup>st</sup> March, 2026
2	Last date of Submission of Examination enrollment, (Without Late Fee)	7 <sup>th</sup> April, 2026
3	Last date of Submission of Examination enrollment, (With Late Fee)	20 <sup>th</sup> April, 2026
4	Examination Enrollment Services Change of Centre	21 <sup>st</sup> April to 1 <sup>st</sup> May, 2026 Upto 16.00 Hrs

#### EXAMINATION FEE

	CSEET	Examination Fee (₹)
1	Applicable at the time of Exam Enrolment	1500
2	Late Fee	250/=
3	Change of Centre	250/=Each change(s)
4		

#### NOTE:

- In case of student opting overseas Centre i.e., Dubai required to pay surcharge of Surcharge of US\$ 100 or its equivalent amount in Indian rupee i.e. ₹ 9071/= will be applicable in addition to the prescribed examination fee of ₹1500/-.
- In case of submission of request for Change of Examination Centre from any of the Centre(s) located in India to Dubai, Surcharge of US\$ 100 or its equivalent amount in Indian rupee i.e. ₹ 9071/= will be applicable in addition to the prescribed fee of ₹250/-).
- Request for change of Examination Centre within the City/Zone (where is multiple Centre in a city) is not allowed.
- Mode of Enrollment: ONLINE Mode Only (**OFFLINE applications will not be accepted**)

**REQUESTS FOR CHANGES, IF ANY, RECEIVED AFTER THE LAST DATES**

**MENTIONED ABOVE WILL BE REJECTED WITHOUT FURTHER NOTICE**

## ENROLMENT INSTRUCTIONS

1	All CSEET students eligible for appearing in June, 2026 Session of Examinations are advised to go through the following important instructions to be followed by them during the Examination Enrollment and while appearing in the examinations. Students are advised to take note of the same for strict compliance.
2	Students are advised to retain a copy of the receipt for the examination fee remitted by them during the examination enrollment process. The Fee Receipt is automatically generated by the system for all successful transactions.
3	Students may please note that for all the transactions (including failed transactions), Request Id and Transaction Id are generated by the system. Therefore, generation of Request Id and Transaction / Payment Id does not always result in a successful transaction. It is in the interest of the students to verify the payment status to avoid complications at a later stage. Please re-submit the examination forms wherever the payments are NOT successful.
4	All examination applications without a valid fee receipt shall be rejected without notice. In case the amount is deducted from the bank / debit/ credit card account but the acknowledgement is not automatically generated by the system, students should verify the status of payment from their banker.
5	In case of payment of examination fee through Canara Bank Challan, the Date of Deposit of Cash with the branches of Canara Bank will be treated as the eligibility date. Students will have to wait for at least 3-4 days from the date of deposit of cash for reconciliation & transfer of the amount into the Institute's Bank Account. They Shall be able to generate formal payment receipt / acknowledgement only after realization of the amount in the Institute's bank account. In case the payment does not get reconciled within 3-4 days, students are advised to send a copy of the Challan at <a href="http://support.icsi.edu">http://support.icsi.edu</a> for verification of receipt of payment
6	Students generating the Challan up to 7 <sup>th</sup> April, 2026 have to deposit the cash on or before 7 <sup>th</sup> April, 2026 to avoid applicability of Late Fee failing which they will have to re-generate the Challan and deposit the cash inclusive of the late fee. Similarly, Students generating Challan during the period from 8 <sup>th</sup> April, 2026 to 20 <sup>th</sup> April, 2026 will have to deposit the cash with the bank on or before 20 <sup>th</sup> April, 2026. The examination enrollment applications in respect of students who deposit the cash with bank after 20 <sup>th</sup> April, 2026 will be rejected without further notice. Please ascertain bank holidays, if any, to ensure that the cash is deposited well in advance to avoid rejection of application.
7	In every examination session, lakhs of students are expected to seek enrolment and to avoid difficulties at the online portal due to peak load, students are encourage to submit the examination form well in advance without waiting for the last dates. The Institute may not be held responsible for failure of submission of form and/ or payment due to technical or other problems.
8	Students will not be allowed to submit the examination form and fee after the stipulated dates and such examination forms will be summarily rejected without intimation / Notice.
9	Students are advised to verify the preliminary enrollment details in their online accounts to avoid complications at a later stage.
10	Students may please note that changes in the enrollment status are not ordinarily allowed. However, in unavoidable circumstances, they may seek change of Examination Centre.

<b>CSEET</b>	<b>Eligibility Criteria for Appearing in Examination</b>				
Students registered in CSEET Course on or before 28 <sup>th</sup> February, 2026	<b>MANDATORY REQUIREMENTS:</b> 1. Completion of Online Student Induction Programme (SIP)				
<p>Students who are under CSEET and are desirous to appear in CSEET Examination June, 2026 are require to complete the Student Induction Programme (SIP). For detailed process, please click on the following link:</p> <ul style="list-style-type: none"><li>• Guidelines to take Student Induction Programme (SIP) applicable only for CSEET students: <a href="https://www.icsi.edu/student_rpn/training/one-day-orientation-program/">https://www.icsi.edu/student_rpn/training/one-day-orientation-program/</a></li></ul> <p>Any query contact at:</p> <table><tr><td>For Enrolment</td><td><a href="mailto:cseetenroll@icsi.edu">cseetenroll@icsi.edu</a></td></tr><tr><td>For SIP</td><td><a href="mailto:training@icsi.edu">training@icsi.edu</a></td></tr></table> <p><b>OR</b> Visit Regional/Chapter office</p>		For Enrolment	<a href="mailto:cseetenroll@icsi.edu">cseetenroll@icsi.edu</a>	For SIP	<a href="mailto:training@icsi.edu">training@icsi.edu</a>
For Enrolment	<a href="mailto:cseetenroll@icsi.edu">cseetenroll@icsi.edu</a>				
For SIP	<a href="mailto:training@icsi.edu">training@icsi.edu</a>				

**Directorate of Student Services**