

CS Foundation Course

(e-bulletin for Foundation Programme Students)



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)

MARCH 2021



Message from the President

नन्हीं चींटी जब दाना लेकर चलती है
चढ़ती दीवारों पर, सौ बार फिसलती है
मन का विश्वास रगों में साहस भरता है
चढ़कर गिरना, गिरकर चढ़ना न अखरता है
आखिर उसकी मेहनत बेकार नहीं होती
कोशिश करने वालों की हार नहीं होती।

Dear Students,

As professionals, the month of March has greater significance than any other month of the year, for it is this month that marks the end of a Financial Year, closing of books of accounts and so on. But as far as those still on the journey of becoming a Governance Professional are concerned, the month marks the beginning of a new stage or the initiation of a new step and the commencement of a new phase of their student life. With this thought, I extend my heartiest congratulations and best wishes to all those students who have soared skies with flying colours. Each stage that you clear brings you closer to your intended aim and goal.

While many of the students achieved what you had set out for, I know the results have not been as expected for some of you. It is for this brigade that I have shared the above verses of poetry which fill my heart with greater strength and zeal. Pinnacles of success are not achieved merely by hard work, but most importantly by great persistence and perseverance portrayed when putting your heart and soul into that work.

As the nation celebrates the 182nd Birth Anniversary of one of the pioneer Indian Industrialist, the Founder of Tata Group, Shri Jamsetji Tata; as professionals it is aptly justified that we take cues of motivation and tips for success from the man who laid the very foundation of industrialisation in the nation. To quote the Father of Indian Industry, "*Nothing worthwhile is ever achieved without deep thought and hard work*".

Another significant day which renders grandeur to the month is the International Women's Day. With the theme for the IWD 2021 focussing on Women in Leadership and with a momentous role being played by women Company Secretaries in the Indian Corporates, it is high time that the upcoming female students understand the responsibilities that are expected to be dispensed with as regards the Boards of 21st Century India Inc. Even further, greater roles shall be required to be played by women as Directors, as Board Chairs and as Corporate Honchos in the times to follow.

Given all these and more, I would advise all the female students aspiring to be Governance Professionals to instil a greater sense of learning, along with the right aptitude and attitude to undertake the designated roles with ease and élan.

With these I would also like to extend my warmest wishes to all of you on the upcoming festival of colours. May the festivities bring with them joy, delight, happiness, and a renewed passion to march ahead in life !!!

Stay safe. Stay healthy.

With warm regards,

(CS Nagendra D. Rao)

President

The Institute of Company Secretaries of India

Academic Guidance

E- BANKING: A CATALYST IN FACILITATING BANKING TRANSACTIONS

Introduction

E-Banking has occupied a prominent place in the banking process. Today we are moving towards branchless banking at an astounding pace, thereby creating ease of banking transactions for retail and corporate customers. E-Banking has completely transformed the concept of banking. Previously banking implies physically visiting a bank's branch for opening of an account (Fixed / Savings / Recurring / Current), withdrawal of funds, transfer of funds, placing order for cheque books, updation of pass book to ascertain the latest account balance etc. But now a customer need not visit a bank's branch for execution of numerous financial activities.

Technological advancements has made banking convenient. In other words, it may be opined that technological developments has brought banking to a customer's doorsteps. It has made the world a global village and has ushered in a revolution in the banking sector.

According to Daniel, E-Banking or Electronic Banking is delivery of bank's information and services to customers through various delivery platform by using different terminal such as mobile phone, personal computer with browser or digital television.

According to Barron's Dictionary, electronic banking is a form of banking by which funds are transferred from one to another through exchange of electronic channel between financial institution instead of cheque, cash, and negotiable instrument.

In simple words, E-banking may be defined as the banking through internet. Through e-banking customer can access his account through his mobile phone or computer. It includes fund transfer to another bank or within the same, any investment, and account related details or to avail any services all through the means of internet.

Services provided through E-Banking

A wide spectrum of services is provided through E-Banking. Major services provided by the E-Banking is as under:

- i) Account Balance Check / View bank statements.
- ii) NEFT / IMPS Fund Transfer.
- iii) Open/Close a Fixed Deposit.
- iv) Invest and Conduct Trade
- v) Check Mortgages, Loans.

* Dr. Akinchan Buddhodev Sinha, Deputy Director, The ICSI.

Views expressed in the Article are the sole expression of the Author and may not express the views of the Institute.

- vi) Payment of utility bills, like electricity bills.
- vii) Set-up/Cancel Automatic Payments.
- ix) Issuance of Cheque Book
- x) Recharge Prepaid Mobile/DTH

Merits of E-Banking

The merits of E-Banking are as under:

1. **24x7 Availability:** Internet banking, unlike usual banking hours, does not have time constraints. It is available 24x7 throughout the year.
2. **Convenience of initiating financial transactions:** Internet banking is mostly preferred because of the convenience that it provides while fund transfer and bill payments. Registered users can use almost all the banking services without having to visit the bank and standing in queues. Financial transactions such as paying bills and transferring funds between accounts can be conducted at ease as per the convenience of the user.
3. **Proper Track of Transactions:** Acknowledgement slips are provided by the bank after transactions which have a high possibility of getting misplaced. However, with internet banking, it becomes very easy to track the history of all the transactions initiated by the user. For example, fund transfers made online are organised in the 'Transaction History' section along with other details such as payee's name, bank account number, the amount paid, the date and time of payment, and remarks.
4. **Quick and Secure:** Net banking users can transfer funds between accounts instantly, especially if the two accounts are held at the same bank. Funds can be transferred via NEFT, RTGS or IMPS as per the user's convenience. One can also make bill payments, EMI payments, loan and tax payments easily. Moreover, the transactions, as well as the account, are secured with a password and unique User-ID.
5. **Non-financial Transactions:** Besides fund transfer, internet banking permit the users to avail non-financial services such as balance check, account statement check, application for issuance of cheque book, etc.

Trigger in Hybrid Banking

The concept of 'Neo Banks', which are online-only banks, a paragon of E-Banking having no physical branches became popular in 2020. Neo-banks offer financial inclusivity, competitive pricing and transparency of personal finances. In India, as Reserve Bank of India (RBI) does not permit a fully digital bank yet, neo-banks have been inking partnerships with conventional banks to assist them in reaching out to customers.

Way Forward

It is heartening to note that in India the FinTech innovations like e-wallets, payment gateways, UPI, peer-to-peer lending etc. have broadened banking services, thereby enabling a flawless banking experience. Covid-19 has provided an acceleration to the usage of E-Banking, as due to lockdown the physical movement of people and other economic activities almost came to a standstill. The Covid-19 crisis has made E-Banking an indispensable element. With the rise in banking transactions and increasing number of customers due to financial inclusion, E-Banking possess the potential to reach out to maximum population.

Numerous public, private and even cooperative banks who generally may not be tech savvy also embraced digitalisation in order to cater their customers efficiently during Covid 19. In this regard, Fintech firms went into overdrive to support the rapid embracement of technology by financial institutions in response to the pandemic. For instance, introducing video-based KYC has made it possible to on-board customers virtually, increase customer satisfaction, retain customers and reduce acquisition costs for banks.

Further, stringent regulatory ecosystem and embracing of superior technologies by the banks are providing fillip to the growth of E-Banking in India. Impactful initiatives voice recognition for customers, video interactions with banks etc. will act as a game changer in the E-Banking landscape.

References

- https://papers.ssrn.com/sol3/papers.cfm?abstract_id=3308577#:~:text=E%2D%20Banking%20is%20playing%20a,faster%20and%20in%20large%20volumes.
- <https://www.paisabazaar.com/banking/internet-banking-e-banking/>
- <https://www.dqindia.com/a-journey-to-the-future-of-banking-in-india/>
- <https://economictimes.indiatimes.com/small-biz/money/2021-the-year-of-hybrid-banking-new-players-and-even-newer-technologies/articleshow/79851859.cms>

Student Services



**THE INSTITUTE OF
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"UGC recognises CS qualification as equivalent to a Post Graduate Degree."

Company Secretary Executive Entrance Test (CSEET)



**Hurry up
REGISTER
SOON**

Last date for
Registration
**Tuesday, 15th April
2021**

► **Minimum Eligibility**

Passed or appearing in the Senior Secondary
(10+2) Examination or equivalent or any higher qualification.

► **Company Secretary Executive Entrance Test (CSEET)
is scheduled to be held on**

SATURDAY, 8TH May, 2021

Register Now: https://smash.icci.in/Scripts/CSEET/Instructions_CSEET.aspx

Connect with ICSI

www.icci.edu | | Online helpdesk : <http://support.icci.edu>

https://smash.icci.in/Scripts/CSEET/Instructions_CSEET.aspx

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"RECORDED VIDEO LECTURES BY ICSI FOR STUDENTS"

ICSI is recording video lectures of eminent faculties for the students of ICSI which helps them to prepare for the examination. Students of the Institute can access recorded videos available on the E-learning platform as per details given below.

URL to login: <https://elearning.icsi.in>
 Login credentials are sent to all registered students at email. After successful login, go to "My courses" or "My Communities" section, where you will find the recorded videos and other contents.

Added advantage to the Class Room Teaching Students of ICSI

| | | | |
|---|--|--|---|
| 1 Class Room Teaching students can have access to recordings of all video lectures including recordings of classes. | 2 Special sessions on Video Recorded lectures are conducted for Class Room Teaching students. | 3 Opportunity to interact with the faculty for clarification of Doubts of video recorded lectures. | 4 Tests are conducted regularly based on recorded lectures and syllabus covered during the class. |
| 5 Class Room teaching students who clear the tests conducted by Regional/Chapter offices are exempted from Pre-exam test. | 6 Recorded lectures are made available to class room teaching students in case he/She is absent. | 7 Recorded lectures are made available to class room teaching students in case faculty is absent. | |

How to join classes at ICSI

To contact RO/Chapters for Class Room Teaching, click here
<https://www.icci.edu/media/webmodules/websiteClassroom.pdf>

To contact Study Centres for Class Room Teaching, click here
https://www.icci.edu/media/webmodules/Study_Centre.pdf

Connect with ICSI | www.icci.edu | | Online Helpdesk : <http://support.icci.edu>

<https://www.icci.edu/media/webmodules/websiteClassroom.pdf>

https://www.icci.edu/media/webmodules/Study_Centre.pdf



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Important Links for the Students of ICSI

Students may note that all important information related to the students is updated at the website of the Institute www.icsci.edu at Student tab on regular basis.

However, some students reach out to the Institute through various modes viz: Email/Telephone/support.icsci.edu to get access to the information which is already available at the website of the Institute.

To facilitate all such students, a list of important links at the website of the Institute has been compiled with description of the links.

The information given below will not only help the students to update themselves but the same will also help them to get all information at one go. Kindly go through the links given below.



**Links pertaining to CSEET, Student registration,
Exam Enrollment, Post registration, Class Room Teaching**



Academic Links



Training related links

Connect with ICSI

www.icsci.edu



Online Helpdesk : <http://support.icsci.edu>

https://www.icsci.edu/media/webmodules/Student_Services_links.pdf

https://www.icsci.edu/media/webmodules/Academic_links.pdf

https://www.icsci.edu/media/webmodules/Training_Links.pdf

Online Doubt Clearing Classes

by ICSI for students appearing for June 2021 Examination (at nominal fee)

Registration is open for
Foundation Programme, Executive Programme & Professional Programme (New/Old Syllabus)



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Don't miss
the opportunity,
Join Online
Doubt Clearing
Classes of ICSI

::: SCHEDULE OF CLASSES :::

Professional Programme New Syllabus Classes
 22nd March, 2021 onward (08:00a.m. to 11:00a.m.)

Executive Programme New Syllabus Classes
 22nd March, 2021 onward (02:30p.m. to 05:30p.m.)

Professional Programme Old Syllabus Classes
 5th April, 2021 onward (08:15a.m. to 11:15a.m.)

Executive Programme Old Syllabus Classes
 6th April, 2021 onward (08:15a.m. to 11:15a.m.)

Foundation Programme Classes
 12th April, 2021 onward (11:15a.m. to 02:15p.m.)

::: FEES :::

| | |
|-----------------------------|---------|
| Foundation Programme | - ₹1000 |
|-----------------------------|---------|

| | |
|----------------------------|----------------|
| Executive Programme | - ₹1000/Module |
|----------------------------|----------------|

| | |
|-------------------------------|----------------|
| Professional Programme | - ₹1000/Module |
|-------------------------------|----------------|

For any queries, kindly send request at support.icsci.edu at Class Room Teaching related query tab.

CS NAGENDRA D.RAO
 PRESIDENT, THE ICSI

CS DEVENDRA V.DESHPANDE
 VICE-PRESIDENT, THE ICSI



Online Helpdesk : <http://support.icsci.edu>

<https://tinyurl.com/uz7j7jf>

IMPORTANT INFORMATION FOR THE STUDENTS OF THE CS FOUNDATION PROGRAMME

SOCIAL MEDIA PLATFORM FOR COMMUNICATING WITH THE INSTITUTE

UPDATES /NOTIFICATIONS FROM THE INSTITUTE ARE NOW AVAILABLE ON SOCIAL NETWORKING SITES

Students can now visit the webpage of the Institute on the following Social networking sites to get details regarding various notifications and updates of the Institute.

1. Facebook 
2. Twitter 
3. Instagram 
4. LinkedIn 

Click on appropriate links on home page of ICSI website to get access to these webpages.

https://twitter.com/icsi_cs

<https://www.facebook.com/ICSI>

https://www.instagram.com/cs_icsi/

<https://www.linkedin.com/in/theicsi/>

Cut-Off Dates for the year 2021

Please visit https://www.icsi.edu/media/webmodules/CUT_off.pdf

REGISTRATION

1. VALIDITY OF CS FOUNDATION PROGRAMME ADMISSION

Foundation Programme Registration is normally valid for a period of three years from the date of registration or till student passes the CS Foundation Programme examination of the Institute whichever is earlier subject to the Regulation of the Institute, as in force from time to time. Further, New Admissions to the Foundation Programme of CS Course stands discontinued from 3rd February 2020.

(Note : Existing Foundation Programme Students shall be allowed to appear in the Foundation Programme Examinations till expiry of the validity of their registrations. Such students, after passing the Foundation Programme Examinations, may register for Executive Programme as per existing process.)

2. REGISTRATION FOR CS EXECUTIVE PROGRAMME

In order to become eligible for registration as a student of Executive Programme, an applicant, who is an Indian National, shall apply in the appropriate form, along with the student registration fee, annual subscription, if applicable, education fee and such other fees, as may be determined by the Council and shall also produce proof to the satisfaction of the Council that he,-

- (i) has passed Senior Secondary Examination (10+2 system) conducted by an examining body constituted by law in India or an examination recognised by the Central Government or State Government or equivalent thereto for the purposes of admission to Bachelor's degree course and has complied with such requirements as may be determined by the Council; and
- (ii) has passed Company Secretary Executive Entrance Test (CSEET) conducted by the Institute in such manner, mode and eligibility as may be determined by the Council or any other test or examination recognised or equivalent thereto or exempted therefrom by the Council:

Provided that from the date of the introduction of the Company Secretary Executive Entrance Test under these regulations, all the students of Foundation Programme having valid registrations immediately before the date of introduction of the Company Secretary Executive Entrance Test, may be given such relaxation for number of attempts in the Foundation Programme Examination or allowed to appear in the Company Secretary Executive Entrance Test as may be determined by the Council:

Provided further that the number of attempt or relaxation in the Foundation Programme Examination shall in no case be beyond the date of expiry of his registration.

CS Executive Entrance Test (CSEET) is being introduced which will be a mandatory qualifying test for all categories of students for registration to Executive Programme except a few exempted categories. Graduates / Post graduates, who were hitherto eligible to seek registration directly to Executive Programme, will also have to qualify the CSEET to become eligible for registration to Executive Programme.

The following categories of students shall be exempted from qualifying CSEET and can seek registration directly to Executive Programme :

- a) CS Foundation Programme passed students Exemption Fee - Nil
- b) ICAI (The Institute of Chartered Accountants of India) Final Course passed students- Exemption Fee : Rs. 5000/-
- c) ICMAI (The Institute of Cost Accountants of India) Final Course passed students - Exemption Fee: Rs. 5000/-

3. More details are available at <https://www.icci.edu/cseet/>

PROCEDURAL COMPLIANCE

1. CHANGE OF ADDRESS/CREATION OF PASSWORD

Students are advised to update their addresses instantly through online services option at www.icci.edu. Their Registration Number shall be their user Id. Students can also reset their password anytime. The process is given below.

Process 1:

Manual for Change of Mobile number, Email Id, Address and resetting password

Step 1: Log in with valid credentials at

<https://smash.icci.in/scripts/login.aspx>

Step 2: Change Mobile Number and Email address



Step 3:

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Welcome: 31 [Home](#) [Logout](#)

HOME MODULE + PROFILE + LOGOUT

Change Communication Details

| | | |
|--------------------------|-------------------------|------------------------------|
| Current Mobile Number | 917777777777 | Enter your new mobile number |
| Update New Mobile Number | 91 <input type="text"/> | |
| Current Email Address | abc@gmail.com | Enter your new email address |
| Update New Email Address | <input type="text"/> | |

Save After Updating Communication detail , click on "Save" button

Process 2: Process to change correspondence /permanent address

Step 1: After Log in

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HOME MODULE + PROFILE - LOGOUT

CHANGE PASSWORD
BASIC INFORMATION
DOCUMENT DETAILS
EDUCATION DETAILS
CHANGE ADDRESS
CHANGE COMMUNICATION DETAILS
CHANGE PHOTO/SIGNATURE

1st Click
2nd Click

Step 2: To change Correspondence address

Change Address

Search Criteria

Address Type: **-All-** **Search** **Clear**

Search Result

| SELECT | ADDRESS TYPE ▾ | FULL ADDRESS ▾ | PIN CODE ▾ |
|-------------------------------------|------------------------|---|------------|
| <input checked="" type="checkbox"/> | Correspondence Address | D-49, Anand Apartments, D 49, Anand apartments, 50 LB road, Thiruvanmiyur | 600041 |
| <input type="checkbox"/> | Permanent Address | D-49, Anand Apartments, D 49, Anand apartments, 50 LB road, Thiruvanmiyur | 600041 |

Total Records: 2 Page Size 20

Update

Step 3:

Change Address

Country * Select Country

State/Province * Select State

District * Select District

City * Select City

Address Line 1 *

Address Line 2

Address Line 3

Postal Code *

After Updating new address, click on "Save" button.

Save **Close**

Note: Same process will be for changing permanent address.

Change/Reset Password

Step 1: Log in with valid credentials on smash.icsci.in

Step 2: Click on Profile > Change Password

The screenshot shows the ICSI Smash login interface. At the top, there is a logo for 'THE INSTITUTE OF Company Secretaries of India' with the tagline 'IN PURSUIT OF PROFESSIONAL EXCELLENCE' and 'Statutory body under an Act of Parliament'. Below the logo is a navigation bar with links: HOME, MASTERS +, MODULE +, REPORTS +, PROFILE -, and LOGOUT. The 'PROFILE -' link is highlighted with a green box. Below the navigation bar, there is a 'Dashboard for ICSI' section and a 'CHANGE PASSWORD' button, which is also highlighted with a green box.

The screenshot shows the 'Change Password' form. The form has three input fields: 'Old Password*' (with a red asterisk), 'New Password*' (with a red asterisk), and 'Confirm Password*' (with a red asterisk). To the right of the 'New Password*' field, the text '(Minimum 8 Characters)' is displayed. Below the input fields are two buttons: 'Submit' and 'Reset'. At the bottom of the form, there is a note in red text: '* Password need at least one Uppercase, * Password need at least one Lowercase, * Password need at least one Special Characters @ # ^ ~ ! % ^ \$ & * () + - _ |, * Password need at least one Number.'

2. STUDENT IDENTITY CARD

Identity Card can be downloaded after logging into the Student Portal at www.icci.edu. After downloading the Identity card, students are compulsorily required to get it attested by any of the following authorities with his/her seal carrying name, professional membership No., designation and complete official address:

1. Member of the Institute, with ACS/FCS No.
2. Gazetted Officer of the Central or State Government.
3. Manager of a Nationalized Bank.
4. Principal of a recognized School/College.
5. Officer of ICSI.

Unattested Identity Cards are not valid and the students are advised to carry duly attested Identity Card for various services during their visits to the offices of the Institute, Examination Centres, etc.

3. DEDUCTION OF 30% OF THE TOTAL FEE REMITTED BY THE APPLICANT IN RESPECT OF REGISTRATIONS LYING PENDING FOR MORE THAN A YEAR

The Institute has decided to reject the applications of such students who do not submit the documents within one year after their registration in Foundation and Executive programme by deducting 30% of the fee remitted by them towards administrative charges after expiry of one year. Therefore it is advised that all such students may complete all formalities to approve the registration in the stipulated time period failing which their registration applications would be rejected.

IMPORTANT ALERTS FOR STUDENTS

1. CHARTERED SECRETARY JOURNAL

The “Chartered Secretary” Journal is published by the ICSI, with a view to ensure continuous up-gradation of the knowledge of the Members. The Journal is equally important for the students of the Institute. Students who are interested to purchase the journal can subscribe for the same by remitting the nominal subscription fees of Rs. 500/- per annum. Students can either subscribe for the Journal at the time of registration in each stage of CS Course or separately through our Chartered Secretary division.

2. Details Regarding conduct of Class Room Teaching Centres at Regional Councils/Chapters

Number of Class Room Teaching Centres at Regional Councils/Chapters

<https://www.icci.edu/crt/>

Pre-exam test is exempted for students who undergo Classes at Regional and Chapter offices (Subject to the condition)

Visit: <https://www.icci.edu/media/webmodules/websiteClassroom.pdf>

Classroom Teaching Guidelines :

https://www.icci.edu/media/webmodules/04032020_Class_Room_Teaching_Guidelines_including_CSEET.pdf

"Join CSEET classes at ICSI Regional/Chapter Offices"

Visit:

https://www.icci.edu/media/webmodules/Schedule_of_Classes_for_1st_CSEET_Test_to_be_held_in_the_month_of_May_2020.pdf

**For any clarification/Assistance/Guidance you may mail to r.bhandari@icci.edu

3. Study Centres

The objective of the Study Centre Scheme is to break the distance barrier at the end of students for availing the services from the institute. Under the Scheme, Study Centers are opened in cities/areas, wherein the Institute's Offices are not in existence. Apart from providing basic services, the Study Centres also impart coaching to the students of various stages.

The details of study centres are available at the link

https://www.icci.edu/media/webmodules/Study_Centre.pdf

4. Important Information for the Students of the CS Foundation Programme Study Material

All registered students who have uploaded their documents successfully and their application has been approved by the Institute are supplied with the set of study material. Those who have not received Study material, are therefore, advised to send their request /query through Grievance Solutions Cell or they can also download the study material from the website of the Institute at academic corner option. Details of submitting request through grievance solutions cell is given under the head "ICSI Grievance Solutions Cell"

5. Self Study

The Institute provides a set of study materials to all the students of Foundation Program for self-study purpose. Students have the option to study the subjects of their own and appear in the next examination of the institute for which they are eligible or else they can get themselves enrolled at Class Room Teaching Centers of the Institute for coaching. Classes are conducted by most of the Regional/Chapter offices of the Institute located across the country.

6. Fee Schedule

For fees details, students are advised to click on the following link

https://www.icci.edu/media/webmodules/student/InfoBrochure_CSFnExePrgm.pdf

Examination

1. COMPUTER BASED EXAMINATION (CBE), JUNE - 2021

The next Computer Based Examination for Foundation Programme scheduled in June, 2021 will be held on **Saturday, the 5th June, 2021 and Sunday, the 6th June, 2021** as per the following Examination Time-Table:

| <i>Day and Date of Examination</i> | <i>Subjects</i> | <i>Batch No.</i> | <i>Examination Timings</i> | | |
|--|------------------------|---|-----------------------------------|---------------------------|--|
| | | | <i>From</i> | <i>To</i> | |
| Saturday, 5th June, 2021 | Paper-1 | Business Environment and Law <u>AND</u> Business Management, Ethics and Entrepreneurship | I | 9.30 A.M. 11.00 A.M. | |
| | | | II | 12.00 Noon 1.30 P.M. | |
| | Paper-2 | | III | 2.30 P.M. 4.00 P.M. | |
| | | | IV | 5.00 P.M. 6.30 P.M. | |
| Sunday 6th June, 2021 | Paper-3 | Business Economics <u>AND</u> Fundamentals of Accounting and Auditing | I | 9.30 A.M. 11.00 A.M. | |
| | | | II | 12.00 Noon 1.30 P.M. | |
| | Paper-4 | | III | 2.30 P.M. 4.00 P.M. | |
| | | | IV | 5.00 P.M. 6.30 P.M. | |

2. EXAMINATION CENTRES FOR COMPUTER BASED EXAMINATION- JUNE, 2021

The Computer Based Examination for Foundation Programme scheduled in June, 2021 shall be conducted at 150 examination centres, viz., 1. Agra, 2. Ahmedabad, 3. Ahmednagar, 4. Ajmer, 5. Akola, 6. Aligarh, 7. Alwar, 8. Ambala, 9. Amravati, 10. Amritsar, 11. Asansol, 12. Aurangabad, 13. Ballary, 14. Bengaluru, 15. Bareilly, 16. Beawar, 17. Belgavi, 18. Bhagalpur 19. Bhayander, 20. Bhilai, 21. Bhilwara, 22. Bhopal, 23. Bhubaneswar, 24. Bhiwani, 25. Bikaner, 26. Bilaspur, 27. Bokaro 28. Chandigarh, 29. Chandrapur 30. Chennai, 31. Chittorgarh, 32. Coimbatore, 33. Dehradun, 34. Delhi (East), 35. Delhi (North), 36. Delhi (South), 37. Delhi (West), 38. Dewas, 39. Dhanbad, 40. Dhar, 41. Durgapur, 42. Ernakulam, 43. Erode, 44. Faridabad, 45. Gandhidham, 46. Gandhinagar, 47. Ghaziabad, 48. Gorakhpur, 49. Guntur-Amaravati, 50. Gurugram, 51. Guwahati, 52 Gwalior, 53. Hisar, 54. Hooghly, 55. Howrah, 56. Hubli-Dharwad, 57. Hyderabad, 58. Imphal 59. Indore, 60. Jabalpur, 61. Jaipur, 62. Jalandhar, 63. Jalgaon, 64. Jammu, 65. Jamnagar, 66. Jamshedpur, 67. Jhansi, 68. Jhunjhunu 69. Jodhpur, 70. Kanchipuram, 71. Kanpur, 72. Kannur 73. Karnal, 74. Katni 75. Kolhapur, 76. Kolkata (North), 77. Kolkata (South), 78. Kollam, 79. Kota, 80. Kottayam, 81. Kozhikode 82. Latur, 83. Lucknow, 84. Ludhiana, 85. Madurai, 86. Mangaluru, 87. Mathura, 88. Meerut, 89. Modi Nagar 90. Moradabad, 91. Mumbai (CG), 92. Mumbai (GTK), 93. Mumbai (JOG), 94. Muzaffarnagar, 95. Mysuru, 96. Nagpur, 97. Nanded, 98. Nashik, 99. Navi Mumbai, 100. Nellore 101. Noida, 102. Palakkad, 103. Pali, 104. Panaji, 105. Panipat, 106. Patiala, 107. Patna, 108. Pimpri-Chinchwad, 109. Port Blair, 110. Prayagraj 111. Puducherry, 112. Pune, 113. Raipur, 114. Rajkot, 115. Ranchi, 116. Ratlam, 117. Rewari, 118. Rohtak 119. Rourkela, 120. Sagar, 121. Salem, 122. Sambalpur, 123. Satara, 124. Shimla, 125. Sikar, 126. Siliguri, 127. Sirsi, 128. Solapur, 129. Sonepat, 130. Srinagar, 131. Surat, 132. Surendranagar, 133. Thane, 134. Thiruvananthapuram, 135. Thrissur, 136. Tiruchirapalli, 137. Tirunelveli 138. Tiruppur, 139. Tumkur, 140. Udaipur, 141. Udupi, 142. Ujjain, 143. Vadodara, 144. Valsad, 145. Vapi, 146. Varanasi, 147. Vijayawada, 148. Visakhapatnam, 149. Yamuna Nagar and 150. Overseas Centre — Dubai.

NOTES:

- 1. *Modi Nagar (Uttar Pradesh) Bhiwani (Haryana), Nellore (Andhra Pradesh), Kannur (Kerala), Kollam (Kerala), Sirsi (Karnataka), Udupi (Karnataka), Erode (Tamil Nadu), Kanchipuram (Tamil Nadu), Tiruppur (Tamil Nadu), Valsad (Gujrat), Dewas (Madhya Pradesh), Dhar (Madhya Pradesh), Katni (Madhya Pradesh), Ratlam (Madhya Pradesh) & Chandrapur (Maharashtra) are on ad-hoc basis in view of COVID-19 pandemic.***
- 2. *The Institute reserves the right to withdraw any centre at any stage without assigning any reason.***
- 3. *Please note that no request for change of examination venue will be entertained in respect of a particular city, where multiple examination venues exist.***

3. GRANT OF FACILITY OF WRITER'S HELP/EXTRA TIME TO PHYSICALLY DISABLED CANDIDATES IN CS EXAMINATIONS - JUNE, 2021

Any physically disabled/challenged candidate having a minimum of 40% physical disability or deformity of permanent nature and who wishes to seek writer's help and/or extra time for the purpose of appearing in Company Secretaries Examination is requested to submit a separate application in the prescribed format as specified below in addition to submitting his/her online enrolment application for appearing in the examination together with the attested photocopies of following documents and with full size photograph showing the disability:

- (i) Disability Certificate issued by the Medical Board/doctor of not below the rank of Civil Surgeon/Medical Superintendent of a Central or State Govt. Hospital /Medical College, certifying the nature (permanent or temporary) and percentage of disability and its duration affecting his/her ability and/or the normal physical functions; and
- (ii) Letter of Permission issued to him/her by Sr. Secondary Board/University and/or any other professional/educational examining body, such as — UPSC, SSC, State Public Service Commission, The Institute of Chartered Accountants of India, The Institute of Cost Accountants of India, etc., granting him/her such assistance for appearing or writing the examinations.

Physically disabled candidates who had been granted facility of writer's help/extra time in the previous CS examination(s) and wish to avail of such concession or assistance for writing the ensuing examination are required to apply again for each session of examination giving reference of communication allowing such facility granted in the past. In such cases, candidates are not required to submit the attested copies of above stated documents and full size photographs.

It is clarified that in case of disablement of temporary nature and injuries like, fracture in the arm, forearm or dislocation of a shoulder, elbow, wrist or any other illness, etc., the candidates are not eligible to seek any concession or assistance of writer and/or extra time.

The duly filled in application on the prescribed form along with the supporting documents, if any, should be sent to the Institute at the address given below at least 45 days in advance from the date of commencement of examination:

The Joint Secretary
Directorate of Examinations
The Institute of Company Secretaries of India
'ICSI HOUSE', C-37, Sector 62, Institutional Area,
NOIDA – 201 309 (U.P.)

Communication regarding grant of writer's help and/or extra time for writing the examinations is normally sent to the respective candidates 8-10 days before the commencement of each examination after the issue of Admit Cards/Roll Number.

For quick disposal, the application for grant of writer's help and/or extra time should not be clubbed with any other query or correspondence.

The prescribed applications form for availing the facility of writer's help and/or grant of extra time can be downloaded from the website of the Institute: **www.icci.edu** at the URL given below:

https://www.icci.edu/webmodules/Scribe_form.pdf

4. ANNOUNCEMENT REGARDING 'MERIT SCHOLARSHIP' AND 'MERIT-CUM-MEANS ASSISTANCE' IN RESPECT OF CS EXAMINATIONS- JUNE, 2021

**ATTENTION STUDENTS APPEARED IN CS EXAMINATIONS
JUNE, 2021**

The Institute awards "Merit Scholarships" and "Merit-cum-Means Assistance" to students for pursuing Executive Programme and Professional Programme on the basis of their meritorious performance in the examinations and on merit-cum-need basis on their passing Foundation Programme and Executive Programme examinations respectively, as per the criteria stipulated under the "Merit Scholarship (Company Secretaryship Course) Scheme, 1983" and "Merit-cum-Means Assistance (Company Secretaryship Course Scheme), 1983".

MERIT SCHOLARSHIP

In pursuance of para 7 of the "Merit Scholarship (Company Secretaryship Course) Scheme, 1983, 25 numbers of scholarships are awarded each for Executive Programme and Professional Programme Course per session only to registered students, purely in order of merit, from amongst the candidates who appeared and passed in all the subjects of their respective examination, at first attempt, in one sitting, without claiming exemption in any subject, on all-India basis and subject to fulfilling other terms and conditions as stipulated in the said scheme.

Accordingly, students who pass the Foundation Programme/Executive Programme Examination in December, 2020 and fulfill the conditions prescribed under the guidelines are eligible for award of Scholarship.

MERIT-CUM-MEANS ASSISTANCE

In pursuance of para 8 of the "Merit-cum-Means Assistance (Company Secretaryship Course) Scheme, 1983", 25 numbers of financial assistance are awarded each for Executive Programme and Professional Programme Course per session only to registered students. According to the scheme, a candidate has to apply in the prescribed form which can be downloaded from Institute's website: www.icsi.edu OR obtained from the Institute free of cost by sending a self-addressed stamped envelope, and submit his/her application within the specified date as notified from time to time. Any candidate applying for financial assistance should have passed the Foundation Programme/Both the Modules of Executive Programme Examination, at first attempt, in one sitting, without claiming exemption in any subject. If the candidate is employed or having an independent source of income, in that case his/her income should not be more than Rs.2,40,000 per annum and if he/she is dependent on his/her parents/guardian/spouse, then the combined income from all sources should not be more than Rs. 3,60,000 per annum and also subject to fulfilling other terms and conditions as stipulated in the said scheme.

A separate notification inviting applications for award of "Merit-cum-Means Assistance" is being published elsewhere in this issue.

5. NOTIFICATION FOR INVITING APPLICATIONS FOR 'MERIT-CUM-MEANS ASSISTANCE' IN RESPECT OF CS EXAMINATIONS - JUNE, 2021



**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)

File No.205:Exams:2021
Dated, the 22nd February, 2021

ANNOUNCEMENT

ICSI/CS/02/2021

MERIT-CUM-MEANS ASSISTANCE SCHEME, 1983

In pursuance of para 13 of the "Merit-cum-Means Assistance (Company Secretaryship Course) Scheme, 1983", as amended upto 9th April, 2015, applications are invited to reach the Institute in the prescribed form on or before **25th May, 2021** for award of 25 numbers of financial assistance each for pursuing Executive Programme and Professional Programme of the "Company Secretaryship" from students who fulfil the eligibility criteria laid down under the said scheme.

According to the scheme, a candidate applying for assistance should have passed Foundation Programme or Both Modules of the Executive Programme examination without exemption in any paper, at one sitting, in the first attempt in **CS December, 2020** examination and that Foundation passed candidate should have registered as regular student for pursuing Executive Programme within three months from the date of declaration of their result. The total income of such an applicant, if employed or is having an independent source of income, should not be more than Rs.2,40,000/- per annum and if he/she is dependent on his/her parents/guardian/spouse whether partially or wholly, the combined gross income from all sources should not be more than Rs.3,60,000/- per annum.

Prescribed application form together with a copy of the Merit-cum-Means Assistance (Company Secretaryship Course) Scheme, 1983 can be downloaded from the Institute's Website at <https://www.icsi.edu/media/website/Application%20Form.pdf>. Applications not made on the prescribed forms and/or without supporting documents, incomplete applications, applications not fulfilling the eligibility criteria laid down under the scheme or applications not reaching the Institute on or before **25th May, 2021** are liable to be summarily rejected.

BY ORDER OF THE COUNCIL.

10

(CS ASISH MOHAN)
SECRETARY

New Delhi – 110 003

Vision

VISION

Motto

सत्यं वद। धर्मं चर। Speak the truth. abide by the law.

Mission

MISSION
"To develop high calibre professionals facilitating good corporate governance"

Connect with ICSI

ICSI House, 22, Institutional Area, Lodi Road, New Delhi-110 003
tel 011- 4534 1000 fax +91-11-2462 6727 email info@icci.edu website www.icci.edu



6. ANNOUNCEMENT

ATTENTION STUDENTS!

NEW EXAMINATION CENTRE FOR COMPANY SECRETARIES EXAMINATION

The Institute is pleased to announce opening of new Examination Centre on Ad hoc basis in view of COVID-19 pandemic for Company Secretaries Examination for June, 2021 session at the following city:

| <i>Sl. No.</i> | <i>City</i> | <i>State</i> | <i>Examination Centre Code</i> |
|----------------|-------------|---------------|--------------------------------|
| 1 | MODINAGAR | Uttar Pradesh | 253 |

Accordingly, candidates can opt for new examination centre in addition to the existing examination centres while enrolling for **Company Secretaries June, 2021** Examination.

Joint Secretary
Directorate of Examinations

Date: 22nd February 2021

Training

SAMADHAN DIWAS

(On the spot Online grievances redressal mechanism for the trainees and trainers)
Launched in 3rd ICSI Leader submit (Dt. 27.02.2021)



**THE INSTITUTE OF
Company Secretaries of India**
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IN PURSUIT OF PROFESSIONAL EXCELLENCE
Statutory body under an Act of Parliament
(Under the Jurisdiction of Ministry of Corporate Affairs)

Innovative method to approach the ICSI for instant training related services.



Samadhan Diwas

(An initiative by the Institute towards on the spot solution of the grievances of the trainees and trainers)

Second Wednesday of every month
Time: 03:00 pm to 05:00 pm

OBJECTIVE :
On the spot Online grievances redressal mechanism for the trainees and trainers

KEY HIGHLIGHTS

- The Institute in its endeavour to provide the best of services to its stakeholders, trainees and trainers, introduces **Samadhan Diwas** for providing on the spot training related services.
- Trainers and trainees have opportunity to directly interact and present their matters for immediate solution.
- The staff of the Directorate of Training shall be available online to interact with the stakeholders.

TYPE OF SERVICES

The trainees and trainers will get the following services:

- Services related to sponsorship letter to the students undergoing practical training under various registered companies/PCS.
- Services related to company/PCS registration.
- Services related to Update the records of Completion certificate/quarterly reports and project reports.
- Services related to Processing the application of exemption for long term training.
- Services related to short term trainings.
- Services related to stimulate portal and issuance of Training Clearance Certificate (TCC).
- Services related to NOC and Transfer of training.

HOW TO PARTICIPATE

- Online Pre-registration is Mandatory for participating in the **Samadhan Diwas**.
- Students may register through the link <https://forms.gle/KFpcMhx3Uuwbxvaa9>
- A confirmation mail mentioning the dedicated time slot and date along with weblink and the documents required will be sent to the participants.
- Participants should appear on the time slot allocated through the weblink provided by the Institute.
- The concerned staff of Directorate of Training will be available to resolve the matters on the spot.
- The local trainees can also come to meet the concerned staff during the above scheduled time.

Team ICSI

VISION
"To be a global leader in promoting good corporate governance"

ICSI Motto
"Speak the truth: abide by the law."

MISSION
"To develop high quality professionals facilitating good corporate governance"

Connect with ICSI | www.icsi.edu | | Online Helpdesk: <http://support.icsi.edu>



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REPORT OF FIRST ICSI SAMADHAN DIWAS HELD ON WEDNESDAY, 10TH MARCH 2021

The Samadhan Diwas is an initiative by the ICSI towards on the spot solution of the grievances of the trainees and trainers. The Institute launched it on 27th Feb, 2021 in the 3rd ICSI Leadership Summit.



The ICSI has successfully organized First Samadhan Diwas on Wednesday, 10th March 2021. Total no of 43 students enrolled for participating in the first Samadhan Diwas organised by the Directorate of training, out of which 39 students got instant solutions to their pending issues related to Training.

The Director (Training & Placement), ICSI along with other officials of the Directorate of Training had interacted, listened to the pending issues / grievances of the students and resolved the same in the following areas:

1. Issues relating to Switchover from Old training to New Training Structure
2. Pending registration in Classroom EDP, e-EDP, e-MSOP
3. Instant issue of sponsorship letters for Practical Training
4. Exemption related matters in Practical Training
5. Resolving the issues of Training Completion Certificate

Glimpses of the First Samadhan Diwas held 10th March, 2021



The students appreciated the efforts of the institute for creating a platform for direct interaction to solve their matter on the spot and requested to continue the same for the benefit of the stakeholders.

Samadhan Diwas will be held on every Second Wednesday of every month. The next Samadhan Diwas will be held on 14th April, 2021. Pre-registration is mandatory for participating in the Samadhan Diwas.

ICSI students may register for Samadhan Diwas at the following link:

<https://forms.gle/smjesDp6WcA6QmuM7>

Team ICSI

ICSI Academic Collaborations with Universities and Academic Institutions

ICSI “Academic Collaborations with Universities and Academic Institutions” initiative of the Institute is aimed to establish a connect between ICSI and various Universities and institutions of national repute, through a memorandum of understanding (MoU) covering a number of schemes under one umbrella towards learning and development of students, academicians and professionals.

MoUs were signed with the following universities and academic Institutions under the Academic Collaborations with Universities and Academic Institutions initiative of ICSI.

MoU signed with various Universities in the Month of Feb, 2021 is as under:

| <i>Sl. No.</i> | <i>Name of University</i> | <i>Date of MOU</i> |
|----------------|---|--------------------|
| 1. | Koneru Lakshmaiah Education Foundation (deemed to be a University) Green Fields, Vaddeswaram, Guntur (Dt), Andhra Pradesh, India 522302 | 18.02.2021 |
| 2. | Kavikulaguru Kalidas Sanskrit University, Ramtek, Administrative building, Mauda Road, Ramtek - 441106 (Maharashtra) | 22.02.2021 |



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(Under the Jurisdiction of Ministry of Corporate Affairs)



KL
(DEEMED TO BE UNIVERSITY)

MoU Signing Ceremony for Academic Collaboration with KL University



CS Nagendra D Rao
President, ICSI



CS Devendra V Deshpande
Vice-President, ICSI

CS Asish Mohan
Secretary, ICSI

CS N Balasubramanian
Chairman, ICSI-SIRC

CS Siva S. Reddy
Chairman
ICSI Amaravati Chapter

Dr. S K Jena
Director, ICSI

Day: Monday

Date: 22nd February, 2021

Time: 3.00 pm to 4.00 pm



About ICSI

The Institute of Company Secretaries of India (ICSI) is a premier professional body set up under an Act of Parliament, i.e., Company Secretaries Act, 1980, for the regulation and development of the profession of Company Secretaries in India.

About KL University

KL University, officially KL Deemed to be University, formerly K L College of Engineering (KLCE) and Koneru Lakshmaiah Education Foundation (KLEF), is an higher educational institution Deemed to be University, located near Vijayawada, Andhra Pradesh, India. Established in 1980 as a college of engineering.



Dr. L S S Reddy
Vice-Chancellor, KLEF



Dr. Y V S S S V Prasada Rao
Registrar, KLEF



Prof. N . Rangaiah
Principal, KLEF



Dr. K I Pavan Kumar
HoD, KLEF

Webex Link: <https://icsi-cisco.webex.com/icsi-cisco/onstage/g.php?MTID=e1cf6d539b4ab2d7b7e8d5d4df237fb58>

Event Number: 184 440 9615

Event Password: 12345





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**KAVI KULAGURU KALIDAS
SANSKRIT UNIVERSITY,
RAMTEK**

MOU SIGNING CEREMONY FOR ACADEMIC COLLABORATION



CS NAGENDRA D. RAO
PRESIDENT,
The ICSI



CS DEVENDRA V. DESHPANDE
VICE PRESIDENT,
The ICSI

THE INSTITUTE OF COMPANY SECRETARIES OF INDIA & KAVI KULAGURU KALIDAS SANSKRIT UNIVERSITY, RAMTEK

DAY & DATE

MONDAY, 22nd FEBRUARY, 2021

TIMING

01:00 PM ONWARDS

VENUE

**KKSU ADMINISTRATIVE BUILDING, MAUDA ROAD,
RAMTEK, DISTT. NAGPUR - 441106**



PROF. SHRINIVASA VARAKHEDI
VICE CHANCELLOR
KAVI KULAGURU KALIDAS SANSKRIT
UNIVERSITY, RAMTEK



PROF. VIJAYAKUMAR C.G.
REGISTRAR
KAVI KULAGURU KALIDAS SANSKRIT
UNIVERSITY, RAMTEK

CS PAWAN CHANDAK

Chairman - WIRC
The ICSI

CS KHUSHBOO PASARI

Chairperson
Nagpur Chapter

CS ASISH MOHAN

Secretary
The ICSI

Dr. RAJESH AGRAWAL

Regional Director WIRC
The ICSI

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good corporate governance"

ICSI Motto

सत्यं चर | धर्मं चर | इति तेऽस्ति त्रुपोऽस्ति विष्णु तेऽस्ति विष्णु

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facilitating good corporate governance"

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The Institute of Company Secretaries of India introduces e MSOP in the Institute LMS portal 3rd ICSI Leader submit (Dt. 27.02.2021)

The Institute of Company Secretaries of India in its endeavour to provide quality training services to all students spread all across the nation, introduces e MSOP in the ICSI e -Learning portal.

The E MSOP will facilitate the students to complete the training as per their convenience. Student can undergo e MSOP at any time anywhere with flexibility of selecting the time. There are 28 topics which are further divided into some sub-topics. For each such sub-topics, a separate session is developed.

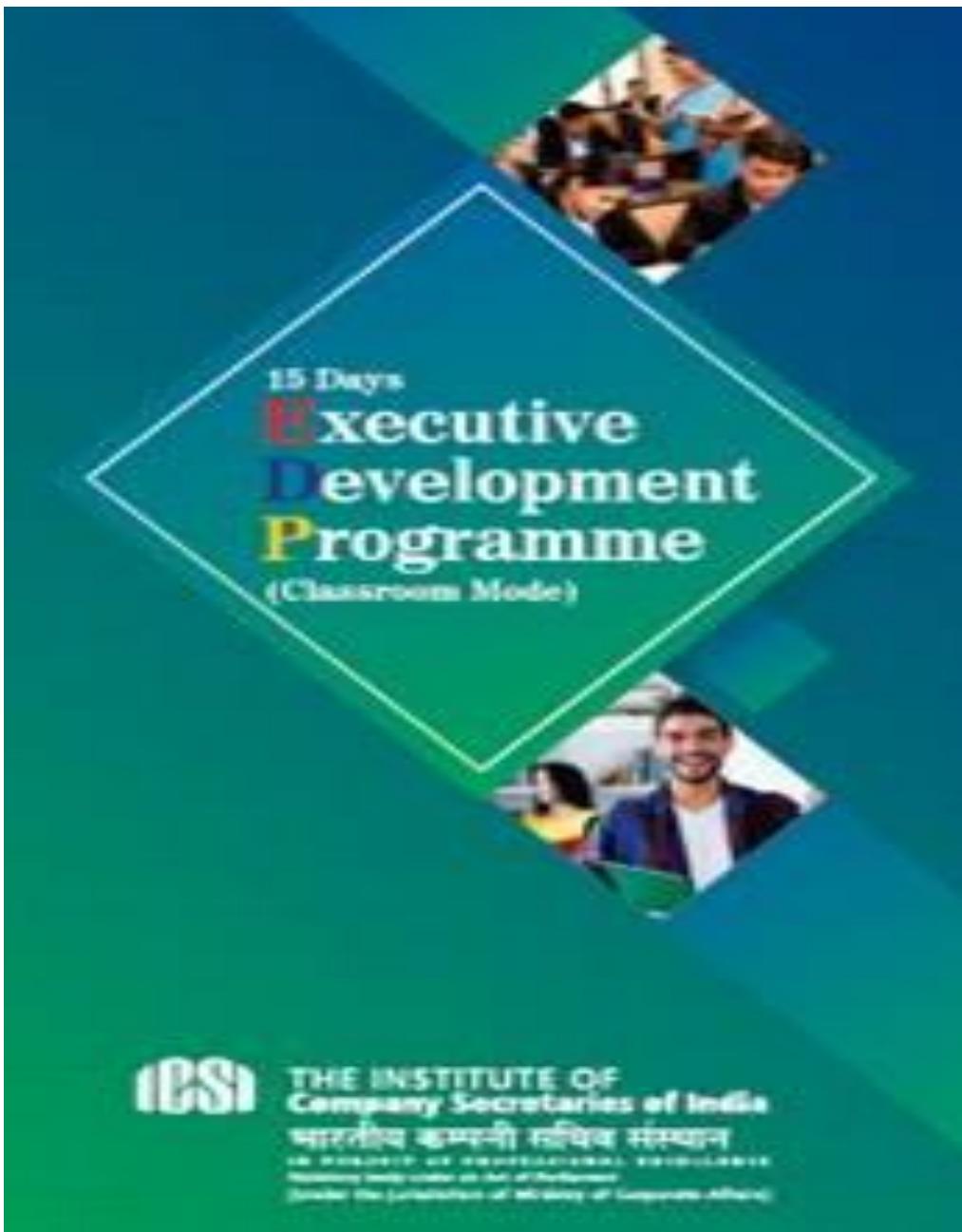
A student has to complete 70 hours of e MSOP and after submission of project report, he will be issued the completion certificate.

The e MSOP will provide opportunity to students to learn from highly acclaimed and reputed faculties. Please login to <https://stimulate.icsi.edu> for registrar in ICSI e MSOP.



15 Days EDP Classroom Mode Module

Launched in 3rd ICSI Leader submit (Dt. 27.02.2021)



News from Region

SIRC



**THE INSTITUTE OF
Company Secretaries of India**

भारतीय कम्पनी सचिव संस्थान

IN PURSUIT OF PROFESSIONAL EXCELLENCE
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SOUTHERN
INDIA
REGIONAL
COUNCIL

Announces



7th Batch of Online Classes for CSEET
(Company Secretary Executive Entrance Test for May 2021 Examination)

ICSI-SIRC is conducting Online Classes for CSEET May, 2021 Examination. Students who have registered for CSEET may join the Online Classes. Details are given below.

So far 5 Batches completed successfully with 371 Students and 6th Batch is ongoing successfully with 111 Students.

Fees: Rs. 3,000/-
(Fees once paid, will not be refunded)

 **Experienced Faculties**

Date of Commencement
Friday, 2nd April, 2021
(Classes may end by 4th May, 2021)

Timing of Classes
(All Days)
7.00 A.M. to 9.00 A.M.
&
05.00 P.M. to 07.00 P.M.

Interactive Session on 1st April, 2021 at 11.30 A.M.

2 Online Mock Tests & Viva Voce will be conducted

Mode of Payment (Online Transfer)

HDFC Bank : Poonamallee High Road Branch; Account Name: SIRC of the ICSI
SB Account No: 0492111000013; IFSC Code : HDFC0000492

Students are required to enter the details in the link after making the payment.

Google Form Link: <https://rb.gy/r1sdmn>

Above registered students will be provided the log in ID & Password for online classes separately by email.

For further details contact :

Mr. C Murugan, Executive (Admin)
Southern India Regional Office, The Institute of Company Secretaries of India
ICSI-SIRC House, No.9, Wheat Crofts Road, Nungambakkam, Chennai – 600034.
Phone: 044-28268685/28222212 / Email ID : sirc@icsi.edu; chelliah.murugan@icsi.edu (M) 9443796311

Vision
To be a global leader in promoting good corporate governance*

Motto
Truth speak the truth aside by the how

Mission
To develop a cadre of professionals facilitating good corporate governance*

To be a global leader in promoting good corporate governance

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CS Alka Kapoor, Joint Secretary (SG)

CS Lakshmi Arun, Joint Director

CA Govind Agarwal, Assistant Director

Directorate of Academics

For views/suggestions/feedback please write to : ***academics@icsi.edu***