



Student Company Secretary

(e-bulletin for Executive & Professional Students)

December 2019



Message from the President

Dear Students,

"The will to win, the desire to succeed, the urge to reach your full potential... these are the keys that will unlock the door to personal excellence." -Confucius

My best wishes to all the students who are preparing for Company Secretaries Examination, December, 2019. As the examinations are approaching, the students are advised to plan their studies well in advance and ensure good performance in the upcoming examination and pass with flying colours!

Examination time is a stressful time in student life as there is a high pressure from family and peers to perform well. A little bit of anxiety about performance is rather good as it urges to focus and perform well. But too much of stress must be prevented and dealt with as it can negatively affect your performance. You need to stay calm and relax which can be achieved only through effective time management. Study well ahead of time and do not keep lessons pending for the last minute. Prepare a study plan and follow it. This will build up the necessary confidence and help you to focus better in exam.

Always be positive and have confidence on your abilities. A positive frame of mind builds confidence and also provides the courage to face the unknown. Prepare a study plan and map out all topics to be covered and make a timetable showing how much time to devote to each topic every day. Formulating a plan will improve the flow of the study process and organise your preparation in an efficient manner.

Most importantly, take good care of yourself during the examination time. It is very important to be in good mental and physical state while preparing for the exam. Try to maintain a healthy lifestyle by practicing yoga and meditation daily, have a nutritious diet and take a good night's sleep. All this will help you to improve your concentration power and reduce stress level.

My best wishes for your endeavor.

All the best!

CS Ranjeet Pandey
President, ICSI

Inside this Issue

- Academic Guidance
- Notification (Academics)/02/2019
- Hindi Books relevant for CS Course Curriculum
- Student – ICSI Academic Connect
- Legal World
- Social Media Platforms for Communicating with the Institute
- Registration
- Important Alerts for Students
- Fee for Services
- Examination
- Corporate Compliance Executive Certificate for Students
- Licentiate – ICSI
- News from Region

Academic Guidance

THE CONSUMER PROTECTION ACT, 2019- EMPOWER CONSUMER & ENHANCE CONSUMER JUSTICE

INTRODUCTION

Consumer justice is a part of social and economic justice enshrined in the Constitution. India has been a pioneer in consumer advocacy with the Consumer Protection Act, 1986, enacted in 1986, a path breaking socio economic legislation and most important milestones in the area of consumer movement in India. The Act provides the legislative framework to promote and protect the rights of consumers and a three-tier quasi-judicial consumer disputes redressal machinery at the District, State and National levels, popularly known as Consumer Courts aimed at providing simple, speedy and affordable redress to consumers. The consumer courts adjudicate complaints relating to defects in goods and deficiencies in services and are meant to provide simple, inexpensive and speedy redressal of consumers' grievances. The Consumer Protection Act, 1986 also provides for establishment of Consumer Protection Councils at the Central, State and District levels to function as Advisory Bodies on consumer advocacy. Based on the experience gained from implementation on the ground, the Act has been amended thrice in the years 1991, 1993 and 2002. Although, the working of the consumer dispute redressal agencies has served the purpose to a considerable extent, the disposal of cases has not been fast due to various constraints. Several shortcomings have been noticed while administering the various provisions of the Consumer Protection Act, 1986.

Consumer markets for goods and services have undergone drastic transformation since the enactment of the Consumer Protection Act in 1986. The modern market place contains a plethora of products and services. The emergence of global supply chains, rise in international trade and the rapid development of e-commerce have led to new delivery systems for goods and services and have provided new options and opportunities for consumers. Equally, this has rendered the consumer vulnerable to new forms of unfair trade and unethical business practices. Misleading advertisements, tele-marketing, multi-level marketing, direct selling and e-commerce pose new challenges to consumer protection and will require appropriate and swift executive interventions to prevent consumer detriment and to counter unfair trade practices. Therefore, it has become inevitable to modernise the Consumer Protection Act in 1986 to address the myriad and constantly emerging vulnerabilities of the consumer in the market economy extant.

In this backdrop, the Consumer Protection Bill, 2019 was passed by the Lok Sabha on 30th July, 2019 and by Rajya Sabha on 06th August, 2019 respectively. The Consumer Protection Act, 2019 received the assent of the President on the 9th August, 2019. The Consumer Protection Act, 2019 replaced the more than three decades old Consumer Protection Act, 1986.

*Chittaranjan Pal, Assistant Director, The ICSI.

View expressed in the Article is the sole expression of the Author and it does not express the views of the Institute, where the Author Working for.

Preamble of the Consumer Protection Act, 2019 provides for protection of the interests of consumers and for the said purpose, to establish authorities for timely and effective administration and settlement of consumers' disputes and for matters connected therewith or incidental thereto

NEW CONCEPTS UNDER THE CONSUMER PROTECTION ACT, 2019

Central Consumer Protection Authority (CCPA)

The establishment of an Executive Agency to be known as the Central Consumer Protection Authority (CCPA) to promote, protect and enforce the rights of consumers. This fills an institutional void in the regulatory regime extant. Currently, the task of prevention or acting against unfair trade practices is not vested in any authority. The CCPA will be the executive agency that will make interventions when necessary to prevent consumer detriment arising from unfair trade practices and to initiate class action including enforcing recall, refund and return of products.

The CCPA to provide relief to a class of consumers and will be empowered to-

- Protect, promote and enforce the rights of consumers as a class, and prevent violation of consumers rights under the Act;
- Prevent unfair trade practices and ensure that no person engages himself in unfair trade practices;
- Ensure that no false or misleading advertisement is made of any goods or services which contravenes the provisions of this Act or the rules or regulations made thereunder;
- Ensure that no person takes part in the publication of any advertisement which is false or misleading.
- Intervene in any proceedings before the District Commission or the State Commission or the National Commission, as the case may be, in respect of any allegation of violation of consumer rights or unfair trade practices;
- Review the matters relating to, and the factors inhibiting enjoyment of, consumer rights, including safeguards provided for the protection of consumers under any other law for the time being in force and recommend appropriate remedial measures for their effective implementation;
- Recommend adoption of international covenants and best international practices on consumer rights to ensure effective enforcement of consumer rights;
- Undertake and promote research in the field of consumer rights;
- Spread and promote awareness on consumer rights;
- Encourage non-Governmental organisations and other institutions working in the field of consumer rights to co-operate and work with consumer protection agencies;
- Mandate the use of unique and universal goods identifiers in such goods, as may be necessary, to prevent unfair trade practices and to protect consumers' interest
- Issue safety notices to alert consumers against dangerous or hazardous or unsafe goods or services;

- Advise the Ministries and Departments of the Central and State Governments on consumer welfare measures;
- Issue necessary guidelines to prevent unfair trade practices and protect consumers' interest;
- Conduct investigations into violations of consumer rights and institute Complaints / Prosecution;
- Order recall of unsafe goods and services;
- Order discontinuance of Unfair Trade Practices and Misleading Advertisements;
- Impose penalties on Manufactures /Endorsers /Publishers of Misleading Advertisements.

Designation of any Statutory Authority or Body to function as Central Consumer Protection Authority

The Central Government may, if it considers necessary, by notification, designate any statutory authority or body to exercise the powers and perform the functions of the Central Consumer Protection Authority.

For example, Statutory Authority such as Food Safety Standards Authority of India (FSSAI), Telecom Regulatory Authority of India (TRAI), Central Electricity Regulatory Commission (CERC) and such other sector regulators as envisaged.

Consumer Disputes Redressal Commission

Several provisions aimed at simplifying the consumer dispute adjudication process in the consumer fora are envisaged. These include, among others, enhancing the pecuniary jurisdiction of the Consumer Grievance Redressal Agencies, appeal and e-filing etc. The Pecuniary Jurisdiction Consumer Disputes Redressal Commission are as follows:

- ***District Commission –Up to Rs. 1 crore***
- ***State Commission- Exceeds Rs. 1 crore, but does not exceed Rs.10 crore***
- ***National Commission – Exceeds Rs.10 crore***

Consumer Protection Act, 2019 empowers Consumer Dispute Redressal Commission to enforce their orders and appeals allow only on question of law after second stage. Act also provides for ease of approaching consumer commission through E-filing.

Mediation

A Chapter providing for "Mediation" as an Alternate Dispute Resolution (ADR) mechanism has been added in the Consumer Protection Act, 2019 . This is aimed at giving legislative basis to resolution of consumer disputes through mediation thus making the process less cumbersome, simple and quicker. Salient features of mediation are as follows:

- Reference to Mediation by Consumer Forum wherever scope for early settlement exists and parties agree for it.
- Mediation cells to be attached to Consumer Forum
- No appeal against settlement through mediation

Product Liability

A Chapter with provisions for "Product Liability" action for or on account of personal injury, death, or property damage caused by or resulting from any product has been added. The Chapter provides the bases for product liability action and the liability of a manufacturer to a claimant. A manufacturer or product service provider or product seller to be responsible to compensate for injury or damage caused by defective product or deficiency in services. The Basis for product liability action will be:

- Manufacturing defect
- Design defect
- Deviation from manufacturing specifications
- Not conforming to express warranty
- Failing to contain adequate instruction for correct use
- Services provided are faulty, imperfect or deficient

Definition of Consumer Redefined

The definition of 'Consumer' would include both offline and online consumers. Definition of Consumer Redefined under the Consumer Protection Act, 2019. It covers transactions through all modes including offline, and online through electronic means, teleshopping, multi-level marketing or direct selling. According to Section 2(7) "Consumer" means any person who—

- (i) buys any goods for a consideration which has been paid or promised or partly paid and partly promised, or under any system of deferred payment and includes any user of such goods other than the person who buys such goods for consideration paid or promised or partly paid or partly promised, or under any system of deferred payment, when such use is made with the approval of such person, but does not include a person who obtains such goods for resale or for any commercial purpose; or
- (ii) hires or avails of any service for a consideration which has been paid or promised or partly paid and partly promised, or under any system of deferred payment and includes any beneficiary of such service other than the person who hires or avails of the services for consideration paid or promised, or partly paid and partly promised, or under any system of deferred payment, when such services are availed of with the approval of the first mentioned person, but does not include a person who avails of such service for any commercial purpose.

Explanation.—For the purposes of this clause,—

- (a) the expression "commercial purpose" does not include use by a person of goods bought and used by him exclusively for the purpose of earning his livelihood, by means of self-employment;
- (b) the expressions "***buys any goods***" and "***hires or avails any services***" includes ***offline or online transactions through electronic means or by teleshopping or direct selling or multi-level marketing.***

E-Commerce & Direct Selling

Provision for Rules for new age consumer issues such as e-commerce & direct selling has been incorporated in the Act. Section 94 of the Act empowers the Central Government to take such

measures in the manner as may be prescribed for the purposes of preventing unfair trade practices in e-commerce, direct selling and also to protect the interest and rights of consumers

It may be noted that "e-commerce" means buying or selling of goods or services including digital prod and "direct selling" means marketing, distribution and sale of goods or provision of services through a network of sellers, other than through a permanent retail location.

Unfair Contract

A new provision on 'unfair contract' has been included to protect the consumers who are placed in an unequal bargaining capacity and the Consumer Redressal Commission may also declare any terms of contract, which is unfair to any consumer, to be null and void.

According to Section 2(46) of the Act, "unfair contract" means a contract between a manufacturer or trader or service provider on one hand, and a consumer on the other, having such terms which cause significant change in the rights of such consumer, including the following, namely:—

- (i) requiring manifestly excessive security deposits to be given by a consumer for the performance of contractual obligations; or
- (ii) imposing any penalty on the consumer, for the breach of contract thereof which is wholly disproportionate to the loss occurred due to such breach to the other party to the contract; or
- (iii) refusing to accept early repayment of debts on payment of applicable penalty; or
- (iv) entitling a party to the contract to terminate such contract unilaterally, without reasonable cause; or
- (v) permitting or has the effect of permitting one party to assign the contract to the detriment of the other party who is a consumer, without his consent; or
- (vi) imposing on the consumer any unreasonable charge, obligation or condition which puts such consumer to disadvantage.

Deterrent Punishment to check Misleading Advertisements by the Endorser

Where the Central Authority is satisfied after investigation that any advertisement is false or misleading and is prejudicial to the interest of any consumer or is in contravention of consumer rights, it may, by order, issue directions to the concerned trader or manufacturer or **endorser** or advertiser or publisher, as the case may be, to discontinue such advertisement or to modify the same in such manner and within such time as may be specified in that order.

If the Central Authority is of the opinion that it is necessary to impose a penalty in respect of such false or misleading advertisement, by a manufacturer or an endorser, it may, by order, impose on manufacturer or endorser a penalty which may extend to ten lakh rupees:

Central Authority may, for every subsequent contravention by a manufacturer or endorser, impose a penalty, which may extend to fifty lakh rupees.

Central Authority may, for every subsequent contravention, prohibit such endorser from making endorsement in respect of any product or service for a period which may extend to three years.

According to Section 2(28) "misleading advertisement" in relation to any product or service, means an advertisement, which—

- (i) falsely describes such product or service; or

- (ii) gives a false guarantee to, or is likely to mislead the consumers as to the nature, substance, quantity or quality of such product or service; or
- (iii) conveys an express or implied representation which, if made by the manufacturer or seller or service provider thereof, would constitute an unfair trade practice; or
- (iv) deliberately conceals important information;

Deterrent Punishment for Manufacturing for Sale or Storing, Selling or Distributing or Importing Products containing Adulterant and Spurious goods

Section 90 and 91 of the Consumer Protection Act, 2019 provides punishment for manufacturing for sale or storing, selling or distributing or importing products containing adulterant and spurious goods respectively.

Whoever, by himself or by any other person on his behalf, manufactures for sale or stores or sells or distributes or imports any product containing an **adulterant** shall be punished, if such act—

- (a) does not result in any injury to the consumer, with imprisonment for a term which may extend to six months and with fine which may extend to one lakh rupees;
- (b) causing injury not amounting to grievous hurt to the consumer, with imprisonment for a term which may extend to one year and with fine which may extend to three lakh rupees;
- (c) causing injury resulting in grievous hurt to the consumer, with imprisonment for a term which may extend to seven years and with fine which may extend to five lakh rupees; and
- (d) results in the death of a consumer, with imprisonment for a term which shall not be less than seven years, but which may extend to imprisonment for life and with fine which shall not be less than ten lakh rupees.

(2) The offences under (c) and (d) above, shall be cognizable and non-bailable.

Whoever, by himself or by any other person on his behalf, manufactures for sale or stores or sells or distributes or imports any **spurious goods** shall be punished, if such act—

- (a) causing injury not amounting to grievous hurt to the consumer, with imprisonment for a term which may extend to one year and with fine which may extend to three lakh rupees
- (b) causing injury resulting in grievous hurt to the consumer, with imprisonment for a term which may extend to seven years and with fine which may extend to five lakh rupees;
- (c) results in the death of a consumer, with imprisonment for a term which shall not be less than seven years, but may extend to imprisonment for life and with fine which shall not be less than ten lakh rupees.

(2) The offences under (b) and (c) above shall be cognizable and non-bailable.

Unfair Trade Practices

The definition of the term "Unfair trade practices" is being widened to make it an inclusive clause to cover various types of unfair trade practices.

CONCLUSION

The legislative framework of consumer protection i.e. Consumer Protection Act, 2019 is in pace with the changing dynamics of the consumer market and emerging market trends. Keeping into

account the growing digital market in India, innovative product and service delivery systems like e-commerce, teleshopping, direct selling, and multi-level marketing do sometimes pose problems in both goods and services. The new legislation will result in effective resolution of issues arising out of online transactions and emerging e-commerce market.

Mediation that is the process by which a mediator mediates the consumer disputes to be an alternate remedy under the Consumer Protection Act, 2019. The resolution of consumer disputes through mediation will substantially reduce the burden on the consumer disputes redressal authorities and will make the dispute resolution process less cumbersome.

Consumer Protection Act, 2019, certainly create a consumer-friendly ecosystem in the country and strengthen the consumer rights with timely and effective administration of consumer disputes. The new Consumer Protection Act would overcome the limitations of the existing law and it would give a big boost to the consumer movement.



**THE INSTITUTE OF
Company Secretaries of India**

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IN PURSUIT OF PROFESSIONAL EXCELLENCE

Statutory body under an Act of Parliament

www.icsi.edu

ICSI/Academics(OMR)/2019

01st July, 2019

NOTIFICATION (ACADEMICS)/02/2019

**OMR BASED EXAMINATION IN THREE SUBJECTS OF CS EXECUTIVE
PROGRAMME (NEW SYLLABUS) W.E.F. DECEMBER, 2019 EXAMINATION**

It has been decided that, the examination for following three subjects in Executive Programme (New syllabus) shall be conducted in MCQ based OMR format w.e.f. December 2019 examination:

1. Module - I, Paper-4: Tax Laws
2. Module - II, Paper- 5: Corporate and Management Accounting
3. Module – II, Paper – 8: Financial and Strategic Management

The students appearing for the above three papers in December 2019 examination are advised to prepare for their examination accordingly.


(CS Ashok Kumar Dixit)
Officiating Secretary

Hindi Books relevant for CS Course Curriculum

From Shree Mahavir Publications :

- Vyavsayik Arthshashtra, Part – I, by M D Aggarwal
- Vyavsayik Vatavaran Avem Udhamitta by Gupta & Chaturvedi
- Vyavasayik Prabandh, Neeti shastra Avem Sanchar, by Sharma & Chaturvedi
- Vyavasayik Arthashashtra Part – II, by S C Sharma
- Lekhankan Ke Mool tatv Avem Ankenshan, by P C Gupta & C L Chaturvedi
- Aarthik Avem Samanaye Vidhi, by Jain & Gupta
- Prabandh Lekhanken by M D Aggarwal & N P Aggarwal
- Lagat Lekhanken by S N Maheshwari & S N Mittal
- Cost Accounting – Theory & Problems by Maheshwari SN & Mittal SN
- Cost Accounting & Financial Management, by S N Maheshwari & S N Mittal
- Audhyogik, Shram Avem Samanye Vidhi by Jain & Gupta
- Pratibhouthi Sanniyam Avem Anupalan, by Jain & Gupta
- Adhunik Bhartiya Company Adhinyam by M C Kuchhal
- Adhunik Bhartiya Company Law by M C Kuchhal

From Taxmann Publications:

- Vyaparik Evam Samanya Vidhi by Shubham Aggarwal

Bharat Law House:

- Systematic Approach to Taxation Containing Income Tax & Indirect Taxes by Dr. Girish Ahuja & Dr. Ravi Gupta

Eastern Book Company:

- Administrative Law (Prashasanik Vidhi) by C K Tekwani
- Consumer Protection Law (Upbhokta Sanrakshan Vidhi) by S P Gupta
- Company Law (Company Vidhi) by Avtar Singh
- Constitution of India (Bharat Ka Samvidhan) by EBC
- Art of Conveyancing and Pleading (Abhivachonon ke Prarooparn aur Abhihastantarn - lekhan ki kala) by Murli Manohar
- Systematic Approach to Income Tax, Service Tax & VAT (Hindi Edn.) by Dr. Girish Ahuja.

Attention Students!!

The Institute has uploaded the latest soft copy of the Study Material of the subjects under ICSI Syllabus, 2017 at the website of the Institute at the following link:

<https://www.icsi.edu/student/academic-corner/>

We request your valuable academic views/suggestions/inputs on the study material at academics@icsi.edu



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Student-ICSI Academic CONNECT

Students may clarify their subject specific academic queries related to study material between 2.00 p.m. to 3.00 p.m. on all working days (Monday - Friday) at 0120-4082125.

Students may also write their academic queries on academics@icsi.edu.

Tie-up with Universities/Colleges for use of their libraries by Members and Students of ICSI

Providing library facility to our students and members is one of the prime responsibilities of the Institute. As an initiative to provide library services to its Members and Students all over India, the Institute of Company Secretaries of India is pleased to inform that it has forayed into a tie-up with 54 Renowned Universities and Colleges of India for providing access to its Library/Reading room facilities to esteemed Members and students of ICSI. CS Study Materials and Publications will also be available at the following Universities/ Colleges for the benefit of all:

Sl. No.	State	Name of the Institute/ University
1.	Andhra Pradesh	Andhra University, Waltair Junction, CBM Compound, Visakhapatnam
2.		Sri Boddu Krishna Degree College, No-4-7-7, Kothagraharam, Near ICICI Bank, Vizianagaram- 535001
3.	Arunachal Pradesh	Rajiv Gandhi University, Rono Hills, Doimukh, Itanagar Pin-791112
4.	Assam	Women's College, Near Durgabari Hall, Rangagora Road, Tinsukia- Assam-786125
5.		Gauhati University, K.K. Handiqui Library, Department of Library and Information Science, Ground Floor, Main Arts Building, Gauhati University, Guwahati-781014
6.	Bihar	Thakur Prasad Singh College, Chiraiyatand, Patna-800001
7.		Patna Women's College, Bailey Rd, Kidwaipuri, Patna- 800001
8.		PNA & BP Science College, Behind Tilka Manji Bhagalpur University, Ravindra Bhavan Road, Parnathpur - 812002
9.	Dadar and Nagar Havili	KBS Commerce & NATARAJ Professional Sciences College, Shree Kaushik Haria Educational Foundation, Chanod Colony Naka, Silvassa Road, Dadra and Nagar Haveli 396195
10.	Gujarat	Tolani Commerce College, Near Post office, Ward 2A, Gandhidham, Adipur-370205 Kutch
11.	Karnataka	National Law School of India University, Nagarbhavi, Bangalore - 560 072.
12.		Dr. D G Shetty Educational Society, Lakamanahalli, Dharwad HO, Near KMF Industrial Area Dharwad - 580001
13.		Edurite College, Savlanga Road, Ravindra Nagara, Shivamogga- 577201
14.	Kerala	Baselius College Manorama Junction, Near Malayala Manorama, K K Road, Kottayam - 686001

15.	Madhya Pradesh	Swami Vivekanand Government Commerce College, Viriyakhedi, Ratlam-457001
16.		Lokmanya Tilak Science & Commerce College, Neelganga Road, Near Railway Station, Madhav Nagar, Ujjain-456010 Indore
17.		Gyanodaya Institute of Management and Technology, Gram Kanawati, Mhow-Nasirabad Highwat, Th&Dist- Neemuch - 458441
18.		Noble College, NH-26, Rajakhedi, Makronia, Sagar - 470006
19.	Maharashtra	Knowledge Resource Centre Jawaharlal Nehru Library, CST Road, Kolivery Village, University of Mumbai, Vidya Nagari, Kalina, Santacruz East, Mumbai - 400098
20.		Ismailsaheb Mulla Law College, Karmaveer Samadhi Parisar, Ravivar Peth, Powai Naka, Satara 415002
21.		Dnyandeep College of Science & Commerce, At Post Morvande-Boraj, Tal. Khed Dist- Ratnagiri-415709
22.		Nanasaheb Vanjare New Education Society's Arts, Commerce & Science College, Lanja, Dist-Ratnagiri-416701
23.		Jaikranti Arts & Commerce Senior College, Sitaram Nagar, Latur- 413512
24.		Chintamanrao College of Commerce, Vishrambag, Sangli - 416415
25.		Hirachand Nemchand College of Commerce, S W H Marg, Ashowk Chowk New Pacha Peth, Walchand Collage Campus, S W H Marg, Solapur- 413006
26.	Meghalaya	Indian Institute of Management, Mayurbhanj Complex, Nonthyammai, Shillong, Meghalaya-793 014
27.	Odisha	Biju Patnaik University of Technology, Chhend Colony, Rourkela, Odisha-769004
28.		PG Dept. of Commerce SCS Autonomous College, Chandan Hajuri Road, Puri - 752001
29.		Nayagarh (Autonomous) College, Jadumanichhatrabas, Nayagarh, Odisha 752069
30.	Port-Blair	Jawaharlal Nehru Rajkeeya, Mahavidhyalaya, MS Road, Port Blair, Andaman and Nicobar Islands - 744101
31.	Puducherry	Bharathidasan Govt College for Women, Ananda Inn, Thiruvalluvar Nagar, Puducherry - 60500
32.	Punjab	RRMK Arya Mahila Maha Vidyalaya, Shahpur Chowk, near Kabir Chowk, Pathankot- 145001
33.		Lovely Professional University, G.T. Road, Phagwara, Jalandhar-Delhi, Punjab-144411
34.	Rajasthan	Maharaja Ganga Singh University, N.H. 15, Jaisalmer Road Bikaner -334004
35.		University of Bikaner, Dungar College Campus, JNV Colony, Bikaner - 334 003

36.		Jai Narain Vyas University, Residency Road, Jodhpur- 342011
37.		Jasveer Memorial P G College, Near Police Station, Sandwa, (Nokha-Bidasar Road) Teh - Bidasar, Distt - Churu - 33151
38.		Biyani Girls College, Sector-3, Vidhyadhar Nagar, Jaipur- 302023
39.		S P U College Bali Road, Falna-306116
40.		SESOMU Girls College, NH-11, Shri Dungargarh- 331803
41.	Tamil Nadu	Indian Institute of Management Tiruchirappalli, NIT Campus, Thanjavore Main Road, Thuvakudi, Tiruchirappalli- 620015
42.		Annamalainagar Chidambaram, Tamilnadu- 608 002
43.		St. Xavier's College, Near Palai Bus Stand, Palayamkottai,Tamilnadu-627002
44.		AyyaNadar Janaki Ammal College, Srivilliputhur, State Highway 42, Sivakasi- 626123
45.		Dharmamurthi Rao Bahadur Calavala Cunan Chetty's Hindu College, Pattabiram, Chennai - 600072
46.		SCSVMV University Enathur, Kanchipuram - 631561
47.	Telangana	Sharada P G College, C/o. Computer Corner Centre, Near Tirumala Cinema Hall, (Theatre), Weekly Market, Beside Sun Flower High School, Nizamabad Dist. - 503001
48.	Uttar Pradesh	Springdale College of Management Studies, Madhotanda road, Near Sugar Factory Pilibhit- 262001
49.		Sharada Devi Degree College, Ballampur Road, Near Blue Bells Public School, Rajgarh Hansari, (Bijoli) Jhansi- 284135
50.		R C A Girls (PG) College, Vrindavan Gate, Masani, Mathura, 12, Aakash Nagar, Vishwa Laxmi Nagar, Mathura - 281003
51.	Uttarakhand	Chanakya Law College, VillBhamrola, P O Bagwara Kichha Road, Opp Radha Swami Satsang, Rudrapur (U S Nagar) - 263153
52.		Himalayan Institute of Education & Technology (HIET), Village & Post- Jilasu, Via- Langasu, Karnpriyag Dist. Chamoli- 246446
53.	West Bengal	University of Kalyani, Kalyani, Nadia-741235
54.		DSMS College of Tourism & Management, Dr Zakir Hussain Avenue, Bidhannagar Durgapur - 713206
55.		Siliguri College of Commerce, P.O. : Siliguri, Darjeeling- 734001

The list is also available on the Institute's website (<https://www.icsi.edu/home/>).

Legal World

CORPORATE LAWS

RADHEY SHYAM KHEMKA & ANR v. STATE OF BIHAR & ANR [SC]

Criminal Appeal Nos. 375 & 376 of 1985.

A.S. Anand & N. P. Singh, JJ. [Decided on 28/03/1993]

Equivalent citations: 1993 SCR (2) 699; 1993 SCC (3) 54; JT 1993 (2) 523; 1993 SCALE (2)266; (1993) 77 Comp Cas 356.

Companies Act, 1956 - offences and punishment- misstatement in prospect - prosecution initiated under IPC - petitioners' contended that they should be punishable under the companies Act only - whether correct- Held, No.

Brief facts :The appellants as managing director and directors issued prospectus inviting public subscriptions. It was given out by the appellants to the investors that application was being made to the Calcutta Stock Exchange for enlisting the shares of the company for official quotation. Such application which was made on behalf of the company was rejected by the stock exchange. In spite of the rejection the share money collected from different investors was held by the appellants and none of the shareholders were either informed or were repaid. That money lying in the bank, on account of the share applications, were also transferred to another account of the Company.

A case was instituted by the CBI against the appellants and others under sections 409 read with section 405 of the Penal Code. The Special Judicial Magistrate took cognizance of the offences, against which the appellants moved the High Court under section 482 of the Cr.P.C, which was also dismissed by the High Court. Hence the present appeals before the Supreme Court.

Decision : Appeals dismissed.

Reason : The criminal proceeding pending against the appellants has been challenged saying that it amounted to an abuse of the process of court because instead of invoking the different provisions of the Companies Act which are meant to cover such situations and to protect the interest of shareholders, a prosecution has been launched against the appellants before a Criminal Court for offences under the Penal Code.

It is true that the Companies Act contains provisions regarding the issuance of prospectus, applications for shares and allotment thereof and provides different checks over the misuse of the fund collected from the public for issuance of shares or debentures. But can it be said that where persons issue prospectus and collect moneys from public assuring them that they intend to do business with the public money for their benefit and the benefit of such public, but the real intention is to do no business other than collecting the moneys from the public for their personal gain, still such persons are immune from the provisions of the Penal Code?

In the facts of the present case itself, the prosecution has to prove that the appellants as promoters or directors, had dishonest intention since very beginning while collecting the moneys from the applicants for the shares and debentures or that having collected such moneys they dishonestly misappropriated the same. The ingredients of the different offenses under the Penal Code need not be proved only by direct evidence; they can be shown from the circumstances of a particular case that the intention of the promoters or the directors was dishonest since very inception or that they developed such intention at some stage, for their wrongful gain and causing wrongful loss to the investors. All the circumstances

and the materials to prove such a charge have to be collected during investigation and enquiry and ultimately have to be produced before the court at the stage of trial for a verdict as to whether the ingredients of offence in question have been established on behalf of the prosecution. The complaint made by the Deputy Secretary to the Government of India to the CBI mentions different circumstances to show that the appellants did not intend to carry on any business. In spite of the rejection of the application by the Stock Exchange, Calcutta, they retained the share moneys of the applicants with dishonest intention. Those allegations were investigated by the CBI and ultimately chargesheet has been submitted. On basis of that chargesheet cognizance has been taken.

In such a situation the quashing of the prosecution pending against the appellants only on the ground that it was open to the applicants for shares to take recourse to the provisions of the Companies Act, cannot be accepted. It is a futile attempt on the part of the appellants, to close the chapter before it has unfolded itself. It will be for the trial court to examine whether on the materials produced on behalf of the prosecution it is established that the appellants had issued the prospectus inviting applications in respect of shares of the Company aforesaid with a dishonest intention, or having received the moneys from the applicants they had dishonestly retained or misappropriated the same. That exercise cannot be performed either by the High Court or by this Court. If accepting the allegations made and charges levelled on their face value, the Court had come to conclusion that no offence under the Penal Code was disclosed the matter would have been different. This court has repeatedly pointed out that the High Court should not while exercising power under section 482 of the Code usurp the jurisdiction of the trial court. The power under section 482 of the Code has been vested in the High Court to quash a prosecution which amounts to abuse of the process of the court. But that power cannot be exercised by the High Court to hold a parallel trial, only on basis of the statements and documents collected during investigation or enquiry, for purpose of expressing an opinion whether the accused concerned is likely to be punished if the trial is allowed to proceed. The appeals are accordingly dismissed.

GENERAL LAWS

NEVADA PROPERTIES PVT LTD v. THE STATE OF MAHARASHTRA [SC]

Criminal Appeal No.1481 of 2019 [@ S L P (CRL) No. 1513 of 2011]

Ranjan Gogoi, Deepak Gupta & Sanjeev Khanna, JJ. [Decided on 24/09/2019]

Criminal Procedure Code, 1973- section 102- police officer's power of seizure- whether extends to immovable property- Held, No. S

Brief facts :Section 102 of the Cr.P.C. provides for power of police officer to seize certain property. Whether the term 'any property' includes immovable property also was answered affirmatively by some High courts and negatively by some. A Division Bench of Supreme Court , vide order dated November 18, 2014, noticing that the issues that arise have far reaching and serious consequences, had referred the aforesaid appeals to be heard by a Bench of at least three Judges. After obtaining appropriate directions from Hon'ble the Chief Justice, these appeals have been listed before the present Bench.

Decision & Reason : Having held and elucidated on the power of the Criminal Court, we find good ground and reason to hold that the expression 'any property' appearing in Section 102 of the Code would not include immovable property. We would elucidate and explain.

Section 102 postulates seizure of the property. Immovable property cannot, in its strict sense, be seized, though documents of title, etc. relating to immovable property can be seized, taken into custody and produced. Immovable property can be attached and also locked/sealed. It could be argued that the word 'seize' would include such action of attachment and sealing. Seizure of immovable property in this sense and manner would in law require dispossession of the person in occupation/possession of the immovable property, unless there are no claimants, which would be rare.

Language of Section 102 of the Code does not support the interpretation that the police officer has the power to dispossess a person in occupation and take possession of an immovable property in order to seize it. In the absence of the Legislature conferring this express or implied power under Section 102 of the Code to the police officer, we would hesitate and not hold that this power should be inferred and is implicit in the power to effect seizure. Equally important, for the purpose of interpretation is the scope and object of Section 102 of the Code, which is to help and assist investigation and to enable the police officer to collect and collate evidence to be produced to prove the charge complained of and set up in the charge sheet.

The Section is a part of the provisions concerning investigation undertaken by the police officer. After the charge sheet is filed, the prosecution leads and produces evidence to secure conviction. Section 102 is not, per se, an enabling provision by which the police officer acts to seize the property to do justice and to hand over the property to a person whom the police officer feels is the rightful and true owner. This is clear from the objective behind Section 102, use of the words in the Section and the scope and ambit of the power conferred on the Criminal Court vide Sections 451 to 459 of the Code. The expression 'circumstances which create suspicion of the commission of any offence' in Section 102 does not refer to a firm opinion or an adjudication/finding by a police officer to ascertain whether or not 'any property' is required to be seized.

The word 'suspicion' is a weaker and a broader expression than 'reasonable belief' or 'satisfaction'. The police officer is an investigator and not an adjudicator or a decision maker. This is the reason why the Ordinance was enacted to deal with attachment of money and immovable properties in cases of scheduled offences. In case and if we allow the police officer to 'seize' immovable property on a mere 'suspicion of the commission of any offence', it would mean and imply giving a drastic and extreme power to dispossess etc. to the police officer on a mere conjecture and surmise, that is, on suspicion, which has hitherto not been exercised.

We have hardly come across any case where immovable property was seized vide an attachment order that was treated as a seizure order by police officer under Section 102 of the Code. The reason is obvious. Disputes relating to title, possession, etc., of immovable property are civil disputes which have to be decided and adjudicated in Civil Courts. We must discourage and stall any attempt to convert civil disputes into criminal cases to put pressure on the other side. Thus, it will not be proper to hold that Section 102 of the Code empowers a police officer to seize immovable property, land, plots, residential houses, streets or similar properties. Given the nature of criminal litigation, such seizure of an immovable property by the police officer in the form of an attachment and dispossession would not facilitate investigation to collect evidence/material to be produced during inquiry and trial.

As far as possession of the immovable property is concerned, specific provisions in the form of Sections 145 and 146 of the Code can be invoked as per and in accordance with law. Section 102 of the Code is not a general provision which enables and authorises the police officer to seize immovable property for being able to be produced in the Criminal Court during trial. This, however, would not bar or prohibit the police officer from seizing documents/ papers of title relating to immovable property, as it is distinct and different from seizure of immovable property. Disputes and matters relating to the physical and legal possession and title of the property must be adjudicated upon by a Civil Court.

In view of the aforesaid discussion, the Reference is answered by holding that the power of a police officer under Section 102 of the Code to seize any property, which may be found under circumstances that create suspicion of the commission of any offence, would not include the power to attach, seize and seal an immovable property.

LABOUR LAWS

POONAM GARG v. IFCI VENTURE CAPITAL FUNDS LTD & ORS [DEL]

W.P. (C) No. 9304 of 2019

Rekha Palli, J. [Decided on 27/09/2019]

Voluntary Retirement Scheme- employee applied for the same – retirement to be effective from future date- before the effective date employee sought to withdraw the application- employer rejected it- whether correct- Held, No.

Brief facts : The Respondent Company floated a voluntary retirement scheme (VRS) and the Petitioner applied for the same on 07/06/2019, which was alleged to have been accepted by the Respondent on 08/06/2019. The Petitioner sought to retire with effect from 07/09/2019. However, she withdrew her VRS application on 13/06/2019 which was refused by the Respondent on 04.07.2019 stating that while her request for voluntary retirement had been accepted by the Competent Authority, her letter dated 13.06.2019 seeking withdrawal of her request for voluntary retirement had not been considered favourably and that, resultantly, she would be relieved from service on 06.09.2019. In these circumstances apprehending she may be relieved from her services, Petitioner has challenged the refusal before the High Court.

Decision : Petition allowed.

Reason : In the light of the submissions made by the parties, it is apparent that the basic facts are undisputed and the short question arising for my consideration is as to whether the petitioner could have withdrawn her application seeking voluntary retirement from service before the same actually became effective, considering the respondents' claim that her application was accepted by the respondent no.3, even before her request for withdrawal was received.

From a perusal of these communications, the fact that the petitioner, while submitting her application seeking voluntary retirement, had specifically requested that the same be accepted w.e.f. 07.09.2019 is evident and undisputed. The Petitioner's request for voluntary retirement was not as per any particular temporary scheme floated by the Company but was in accordance with its Regulations and is akin to a request for resignation; even the mandatory notice period of 90 days to be served by a retiring employee, as prescribed by the Regulations, stood fulfilled by the petitioner on her effective date of retirement, i.e., 07.09.2019.

The respondents, while not denying this position that the petitioner had intended her voluntary retirement to take effect from 07.09.2019, have claimed that since the petitioner's request was accepted by the company on 08.06.2019 itself, her subsequent request for withdrawal on 13.06.2019 could not be accepted.

I also find merit in the petitioner's contention that even if the respondent's plea that her request for voluntary retirement made on 07.06.2019 had been accepted on 08.06.2019 is taken on its face value, the same itself clearly records that her retirement was to be effective from 06.09.2019 (07.09.2019 being a holiday) and, therefore, she was entitled to withdraw the same before the effective date mentioned in the alleged acceptance order dated 10.06.2019. The Apex Court has reiterated that it is open for an employee to withdraw his resignation at any time until the same becomes effective. This right, no doubt, is subject to there being a specific bar in the regulations or upon the employer demonstrating that it had made alternative arrangements after accepting the employee's request for voluntary retirement. In the present case, neither has any provision in the Regulations prohibiting such withdrawal been pointed out nor have the respondents been able to demonstrate that they had appointed any other employee in place of the petitioner.

There is also merit in the petitioner's contention that the mere acceptance, if any, of her voluntary retirement by the respondents on 08.06.2019 was inchoate till the time it was communicated to her as absolutely nothing has been placed on record to show that the same was in fact communicated to her at any time prior to 04.07.2019. The mere fact that the petitioner was holding the post of General Manager

would not lead to the presumption that she was privy to all board resolutions or orders passed by senior officers of the Company.

I may now deal with the respondent's final contention that the general principles relating to withdrawal of resignation or voluntary retirement would not be applicable to the present case as the relationship between the petitioner and the respondent was purely contractual and a contract for personal service is not specifically enforceable. It is pertinent to note at this stage that the petitioner is not seeking the specific performance of any contract.

For the aforesaid reasons the writ petition is entitled to succeed. Consequently, the impugned order dated 04.07.2019 rejecting the petitioner's request for withdrawal of her application for voluntary retirement is quashed.

COMPETITION LAW

ASHOK SUCHDE v. PERNOD RICARD INDIA PVT LTD [CCI]

Case No. 25 of 2019

A.K. Gupta, Sangeeta Verma & B. S. Bishnoi. [Decided on 16/10/2019]

Competition Act, 2002 - sections 3 & 4 - complaint relating to flat buyers agreement-whether competition issue arises-Held, No.

Brief facts : The main grievance of the Informant emanates out of the alleged unilateral termination by the OP of the Agreement and the subsequent appointment of ZK Marketing in its place.

Decision : Dismissed.

Reason : At the outset, it is observed that post-termination of the Agreement, the OP and Vyn Marketing had reached a settlement agreement in January, 2018, whereby compensation towards notice period, pending service charges etc. were paid to the Informant by the OP. Be that as it may, the Commission proceeds to examine the allegations levelled by the Informant under the statutory scheme of the Act.

On perusal of the Information, it is seen that the allegations made by the Informant against the OP essentially pertain to termination of the Agreement without giving 90 days' advance notice as per the Agreement, appointment of ZK Marketing as service provider by the OP in place of the Informant, due to ZK Marketing having political influence etc. The Informant has also alleged illegal grant of L2 licenses to ZK Marketing in 2015 and renewal thereof in 2016 despite the stated policy of the Excise Department, Dadra and Nagra Haveli, vide notification dated 02.04.2012, for not granting fresh licenses.

A bare perusal of the allegations made by the Informant indicates that the gravamen of the Informant pertains to appointment of ZK Marketing as its new service provider mainly due to its political and bureaucratic connections, alleged quid pro quo, corruption in government department, violation of French law and Code of Conduct by the OP etc. In this regard, the Commission is of the considered opinion that such allegations do not reveal any competition issues/ concerns which can be examined within the statutory framework as provided in Sections 3 and 4 of the Act.

Student Services

A. SOCIAL MEDIA PLATFORMS 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/>

B. REGISTRATION



1. Renewal of Registration (Registration Denovo / Extension)



Registration of students registered upto and including December, 2014 stands terminated on expiry of five-year period on November, 2019.

Students are advised to apply for Registration De novo/ Extension of registration as per the guidelines. Students are advised to click on the following link

<https://smash.icsi.in/Scripts/login.aspx>

for seeking Registration Denovo or Extension subject to meeting the eligibility conditions. Students are required to seek Registration Denovo or Extension by 9th April and 10th October for appearing in June and December sessions of examinations. Detailed process for seeking Registration Denovo and Extension online is given below.

2. Online De novo & Extension Registration Process (for Executive Programme & Professional Programme Students)

Kindly visit the following link to check the process of Denovo and Extension

https://smash.icsi.in/Documents/User_Manual_forDenovoandExtension.pdf

Note: Students whose registration is valid up to August 2019 (i.e. students registered upto & including September 2014) are eligible to appear in June 2019 examination without seeking extension of registration/ registration de-novo.

3. Re-Registration to Professional Programme



The Institute has introduced a Re-registration Scheme, whereby students who have passed Intermediate Course/ Executive Programme under any old syllabus but not eligible for seeking Registration Denovo may resume CS Course from Professional Programme Stage. It is an opportunity to come back to the profession for those students who had to discontinue the CS Course due to compelling reasons. Detailed FAQ, Prescribed Application Form, etc. may be seen at “for students” option at home page of Institute’s website **www.icsi.edu**.

Please check FAQ & Application Form for Re-Registration at

<http://www.icsi.edu/docs/Webmodules/REREGISTRATION.pdf>

4. Registration to Professional Programme

Students who have passed/completed both modules of Executive examination are advised to seek registration to Professional Programme through online mode. The prescribed registration fee is Rs.12,000/- .Students are also required to remit Rs. 1000/- towards Pre-exam test at the time of registration. Eligibility of students registered to professional programme for appearing in the Examinations shall be as under: -

Students registered during	Will be eligible for appearing in
1st June, 2019 to 31st August, 2019	All Modules in June, 2020 Session
1st September, 2019 to 30th November, 2019	Any One Module in June, 2020 Session

Announcement for paper wise exemption on the basis of higher qualification



ATTENTION STUDENTS!!

The Last cut off date for applying Paper-wise Exemption on the Basis of Higher Qualification for Executive & Professional Students was 9th April 2019 for June 2019 Session of Examination. The said service/option has been deactivated for students in SMASH portal w.e.f 10th April 2019.

The option for claiming Paper-wise Exemption on the Basis of Higher Qualification for December 2019 Session of Examination will be activated after declaration of Result of June 2019 Session of Examination from 26th August 2019 till 10th October 2019.

Students are advised to take note for Compliance.

*****χ*****

30.04.2019

Stage of the Examination	Date of Commencement of the New Syllabus	1st Examination under the	Last Examination under the old Syllabus	All Examinations Under the New Syllabus
		New Syllabus		
Professional Programme	01.09.2018	Jun-19	Jun-20	Dec-20

While registering for Professional Programme, students are required to submit their option for the Elective Subject (syllabus 2017) under Module 3 notwithstanding the original option of Elective Subject, students may change their option of Elective Subject at the time of seeking enrolment to the Examinations. There will be no fee for changing their option for elective subject, but the study material if needed will have to be purchased by them against requisite payment. Soft copies of the study materials are available on the website of the Institute.

Cut-Off Dates for the year 2019

Please visit <https://www.icsi.edu/student/> for cut-off dates for the year 2019.

C. PROCEDURAL COMPLIANCE



1. Cancellation of Provisional Admission



Provisional admission of the students, who fail to submit/upload the requisite proof of having passed the graduation examinations within the stipulated time period of six months shall stand cancelled and no refund of fee will be made.

2. Change of Address/Resetting Password



Students are advised to update their addresses instantly through online services option at www.icsi.edu. Their Registration Number shall be their user Id itself. Students can also reset their password anytime.

3. Student Identity Card

Identity Card

Identity Card can be downloaded after logging into the Student Portal at www.icsi.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 Nationalised 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.

4. Regularisation of Executive Programme Admission

Regularization

Students provisionally admitted to the Executive Programme are advised to upload the scanned copies of their graduation Pass Certificates or marksheets for regularizing their admission at their online account at www.icsi.edu. They are required to login at their account to upload the desired marks sheets/certificates. Students, who have already uploaded / submitted their graduation pass certificate/Marksheet and have not received any confirmation with regard to approval of their admission, must contact the Institute immediately either through online grievance Redressal module or ticketing Mechanism of the Institute quoting the following particulars through online grievance redressal module:

Name

Details of Fee paid

Admission No.

Email Address

Complete Postal Address with Pin code

ATTENTION STUDENTS!

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 submit their documents in the stipulated time.

D. EXEMPTIONS AND SWITCHOVER



1. Clarification Regarding Paper wise Exemption

- (a) Paperwise exemption is granted only on the basis of specific request received online through website www.icsi.edu from a registered student and complying all the requirements. There is one time payment of Rs. 1000/- (per subject).
- (b) The paperwise exemption once granted holds good during the validity period of registration or passing/completing the examination, whichever is earlier.
- (c) Paper-wise exemptions based on scoring 60% marks in the examinations are being **granted to the students automatically and in case the students are not interested in** availing the exemption they may seek cancellation of the same by sending a formal request through the Online facility available. For the purpose, please submit the Online Request by logging into your account at <https://smash.icsi.in> 15 days before commencement of examination.

If any student appears in the examinations disregarding the exemption granted on the basis of 60% marks and shown in the Admit Card, the appearance will be treated as valid and the exemption will be cancelled.

- (d) It may be noted that candidates who apply for grant of paper wise exemption or seek cancellation of paper wise exemption already granted, must see and ensure that the exemption has been granted/cancelled accordingly. Candidates who would presume automatic grant or cancellation of paper wise exemption without obtaining written confirmation on time and absent themselves in any paper(s) of examination and/or appear in the exempted paper(s) would do so at their own risk and responsibility and the matter will be dealt with as per the above guidelines.
- (e) Exemption once cancelled on request in writing shall not be granted again under any circumstances.
- (f) Candidates who have passed either module of the Executive/Professional examination under the old syllabus shall be granted the paper wise exemption in the corresponding subject(s) on switchover to the new/latest syllabus.
- (g) No exemption fee is payable for availing paper wise exemption on the basis of switchover or on the basis of securing 60% or more marks in previous sessions of examinations.

Attention Students !!!

There is no provision for submitting the exemption at the time of submitting the examination form.

If you have already been granted the exemption, it is reflected in your online account Examination, Enrollment Status and Admit Card issued for examination through online mode.

It may be noted that in some cases, the exemptions granted in accordance with the various provisions contained under the regulations are inter-related with other exemptions granted and cancellation (or appearance) in any one of the papers may result in cancellation of exemptions in all the inter- related papers. For example, if a candidate has been granted paper-wise exemptions in three papers on the basis of scoring 60, 62, 58 & 10 Marks respectively in the four papers contained under Module-I of Executive Programme in previous session and in case he/she appears or cancels the exemption in any one out of the three exempted papers, all the three exemptions shall be cancelled since the exemption criteria in this case is applicable only if all the three papers are taken together. Candidates are, therefore, advised to be extremely careful while seeking cancellation or while appearing in the exempted papers, as the final result will be computed considering the actual marks scored on reappearance and/ or the deemed absence in the papers as the case may be. In other words, candidates appearing in the exempted papers despite an endorsement to the effect in the Admit Card shall be doing so at their own risk and responsibility and the Institute may not be held responsible for any eventuality which may arise at a later date. In case of any doubt regarding the applicability of rules regarding the exemptions, it would be better if the candidates seek prior clarifications from the Institute by writing at exemption@icsi.edu before appearing in the examination of exempted subjects or seeking cancellation of exemptions granted.

Switchover to New Syllabus :

Revision of syllabus is a constant exercise by the Institute to ensure up-gradation of knowledge amongst the student community. If the student wish to appear under new syllabus 2017, the student have the option to switchover to new syllabus 2017 as per ICSI Notification No. 01 of 2018.

The students are requested to kindly follow the process mentioned in the link for switch over to new syllabus . Further to state that revert switchover is not permissible.

https://www.icsi.edu/media/webmodules/switchover_process.pdf

Please Note :-

1. That, all switchover students are eligible to appear in Online Pre-Examination Test which is compulsory under the new syllabus 2017 before enrolling for any examinations. Process For Remitting The Fee For Pre-Examination Test is available in the URL:
<https://www.icsi.edu/docs/webmodules/PreExamTestProcess.pdf>
2. New syllabus Study material is not issued free of cost to the switchover students. Therefore, the student need to obtain study material, at a requisite cost.
3. Revert Switchover is not Permissible.
4. Applicability of New Syllabus for the Executive & Professional Programme Candidates
 - From and including June 2020, Executive Programme Examination shall be held under the new syllabus only.
 - From and including December 2020, Professional Programme Examination shall be held under the new syllabus only.
5. FAQs on Switchover to New Syllabus is available at URL:
(https://www.icsi.edu/media/webmodules/FAQ_ProfProg_switchoverscheme.pdf)

Exemptions and Switchover

Other details regarding Exemptions and Switchover are available at the student page at the website of the Institute. Students can click on the following important links to get access to the information.

Paper wise Exemption

- 1) Paper wise Exemption on the basis of higher qualification (Syllabus 2017):
https://www.icsi.edu/media/webmodules/Paperwise_exemption_syllabus17.pdf
- 2) Paper wise Exemption on the basis of higher qualification (Syllabus 2012):
https://www.icsi.edu/media/website/Paperwise%20Exemption_forHighQual.pdf
- 3) Online Process of claiming Exemptions:
https://smash.icsi.in/Documents/Qualification_Based_Subject_ExemptionandCancellation_Student.pdf
- 4) User manual for cancellation of Exemption
<https://www.icsi.edu/media/webmodules/USER%20MANUAL%20FOR%20CANCELLATION%20OF%20EXEMPTION.pdf>

Switchover

1. User manual on switchover Process

<https://www.icsi.edu/media/webmodules/User%20Manual%20forSwitchOver.pdf>

2. Switchover from Foundation & Executive Programme 2012 Syllabus to 2017 Syllabus

https://www.icsi.edu/media/webmodules/Correspondingexemptionafterswitchover%20-Fnd_ExecPrg.pdf

3. Important Announcement on Switchover from Professional Programme 2007 Syllabus to 2012 Syllabus

https://www.icsi.edu/media/webmodules/Switchover_17092016.pdf

2. Submission of Queries / Grievances



ICS THE INSTITUTE OF
Company Secretaries of India
भारतीय कम्पनी सचिव संस्थान
IN PURSUIT OF PROFESSIONAL EXCELLENCE
Statutory body under an Act of Parliament
www.icsi.edu

**Any Query ?
Don't Worry !**



Grievance Redressal System
Instead of placing your queries through phone calls/
Emails/ Social Media, please register at
Single Grievance Redressal Portal
<http://support.icsi.edu>

All queries/complaints received will be closely monitored and responded to.

Follow us:      

E. 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



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

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

SL NO	REGION	CHAPTER	ADDRESS OF CLASS ROOM TEACHING CENTRE	STAGE	MODULE	NAME OF THE CO-ORDINATOR	E-MAIL ID OF THE CO-ORDINATOR	CONTACT No. OF THE CO-ORDINATOR
1	EIRC	BHUBANESWAR	ICSI BUILDING PLOT NO 70, VIP COLONY IRC VILLAGE BHUBANESWAR - 751015	Foundation		Mr. U C Mishra	uc.mishra@icsi.edu	9937004139
				Executive	I II			
2	EIRC	DHANBAD	B-14,OLD DOCTORS COLONY,JAGJIVA N NAGAR DHANBAD- 826003	Foundation		Mr. Govind Kumar Tiwari	dhanbad@icsi.edu	9631149991
				Executive	I & II			
3	EIRC	GUWAHATI	GUWAHATI CHPATER, HOUSE NO 7, RODALI PATH, HEAR JONALI BUIST STAND RG BARUAH ROAD GUWAHATI - 781005	Executive	I & II	Mr Rahul Ratna	rahul.ratna@icsi.edu	9972224470
4	EIRC	HOOGLY	KRISHIKUNJ APARTMENT, 89/114/2 D.N. BANERJEE	Foundation		Mr. Chandra Nath Kundu	chandra.kundu@icsi. edu	033- 26720315

			STREET, RISHRA HOOGHLY-712249					
5	EIRC	KOLKATA	ICSI-EIRO, 3A, AHIRIPUKUR 1ST LANE KOLKATA-700019	Foundation		Ms. Rukmini Nag	rukmini.nag@icsi.edu	033-22832973
				Executive	I & II			
6	EIRC	PATNA	B-27, 2nd Floor, LUV KUSH TOWER, EXHIBITION ROAD PATNA - 800001	Foundation		Mr. Gautam Karmakar	patna@icsi.edu	0612-2322405
				Executive	I & II			
7	EIRC	RANCHI	ICSI CHAPTER, 2C, OM SHANTI APPARTMENT, O C C BANGLA SCHOOL LANE MAIN ROAD, RANCHI-834001	Foundation		Mr. Sumanta Dutta	ranchi@icsi.edu	0651-2223382
				Executive	I & II			
8	NIRC	ALWAR	42, RAGHU COMPLEX, SCHEME NO.-10, VIJAY MANDIR MARG, ALWAR-301023	Foundation		Mr. Anand Kumar Arya	alwar@icsi.edu	9413740652
				Executive	I & II			
				Professional				
9	NIRC	AGRA	SILVER POINT 3/2 G, Second Floor Nehru Nagar, (Near Anjana Cinema, M.G. Road), AGRA - 282005	Foundation		Mr Sandeep Kr. Rapra	agra@icsi.edu	0562-403144/ 7678474536
				Executive	I & II			
10	NIRC	ALLAHABAD	30-A / 9 / 2A COOPER ROAD NEAR HARI MAZID, INFRONT OF HP MEDIA, 2ND FLOOR, CIVIL LINES ALLAHABAD - 211001	Foundation		Mr. Amitabh Shukla	Amitabh.Shukla@icsi.edu	9415351209
				Executive	I & II			
11	NIRC	BAREILLY	FLAT NO. 7, FIRST FLOOR BDA SHOPPING COMPLEX, NEAR SOOD DHARAM KANTA, OPP. 1 – INDIA FAMILY MART, PILIBHIT ROAD, BAREILLY – 243005	Foundation		Mr. Amit Kumar & Mr. Sanjeev Kumar Sharma	amitkumarb@icsi.edu	8755755741 / 9458821397
				Executive				

12	NIRC	BHILWARA	ICSI HOUSE, SEC-8, INSTITUTIONAL AREA, RING ROAD, PATEL NAGAR, BHILWARA (RAJ.)-311001	Foundation		Mr.Rajeev Ranjan Jha	rajeev.jha@icsi.edu	8003990862
				Executive	I & II			
				Professional				
13	NIRC	BIKANER	IN FRONT OF CMHO OFFICE TYAGI VATIKA STATION ROAD BIKANER 3 34001	Foundation		Mahesh Kr. Swarnkar	bikaner@icsi.edu	7568556111 / 0151-2222050
				Executive	I & II			
14	NIRC	DELHI	ICSI-NIRC BUILDING 4, PRASAD NAGAR INSTITUTIONAL AREA NEW DELHI- 110 005	Foundation		Mr. Kailash Kaushik	niro@icsi.edu	011 49343009
				Executive	I & II			
15	NIRC	FARIDABAD	Institutional Plot No.-1A, Sector-16A, (Near Sai Baba Temple), Faridabad-121002	Foundation		Ms Suman Iyer	faridabad@icsi.edu	0129-4003761
				Executive	I & II			
16	NIRC	GHAZIABAD	GHAZIABAD CHAPTER, 23-B, NEHRU NAGAR, NEHRU APARTMENT GHAZIABAD	Foundation		Mr. Rahul Verma	ghaziabad@icsi.edu	0120-4559681, 9811894375
				Executive	I & II			
				Professional				
17	NIRC	GURGAON	FIRST FLOOR, DEENBANDHU SIR CHOOTU RAM BHAWAN JHARSA ROAD BEHIND SHIV MANDIR SECTOR 32 GURGAON-122002	Foundation		Mr Amit Likhyan	gurgaon@icsi.edu	0124-2380021
				Executive	I & II			
18	NIRC	JALANDHAR	DAV COLLEGE, DAYANAND NAGAR, JALANDHAR-144008	Foundation		Mr. Vinay Kumar	vinay.kumar@icsi.edu	9041040129
				Executive	I & II			
19	NIRC	JAMMU	213 A (1st Floor), Shastri Nagar , Jammu-180004	Foundation		Mr. Rishi Prakash Singh	jammu@icsi.edu	0191-2439242/ 9818406169
				Executive	I & II			
20	NIRC	JODHPUR	First Floor, Plot No. 15-A, City Tower Opp. Dalda Building, 7th Chopasani Road Jodhpur - 342001	Foundation		Mr. Raj Kumar Rai	raj.rai@icsi.edu	(0291) 5102551/ 9602956146
21	NIRC	KANPUR	118/90, GUMTI PLAZA , KAUSHALPURI, KANPUR- 208012	Foundation		Ms. Ashish Kumar Tiwari	ashish.tiwari@icsi.edu	7800937000
				Executive	I & II			

22	NIRC	LUCKNOW	1/157, VIVEK KHAND-I, GOMTI NAGAR LUCKNOW - 226010	Foundation		Mr. Kunwar Lal Khushwaha	kl.kushwaha@icsi.edu	9336167684
				Executive	I & II			
23	NIRC	LUDHIANA	11B, 2nd FLOOR PHERUMAN COMPLEX, GURUDWARA, SAHEEDAN, OPP MANJU CINEMA, G.T. ROAD, LUDHIANA- 141003	Foundation		Mr. Sanjay Jakhmola	ludhiana@icsi.edu	0161-2545456
24	NIRC	NOIDA	C-37, SECTOR - 62, NOIDA - 201309	Foundation		Mr Kushal Kumar	noida@icsi.edu	0120-4522058
				Executive	I & II			
25	NIRC	MODINAGAR	Opp. MM Printer, Near Modi Steels, Delhi-Meerut G.T. Road, Modinagar- 201204	Foundation		Mr. Omkar Dutt	modinagar@icsi.edu	01232-243048
				Executive	I & II			
26	NIRC	UDAIPUR	Block A, Chitrakoot Nagar, Behind Community Centre, Bhuwana Udaipur - 313001	Foundation		Mr. Manish Jain	manish.jain@icsi.edu	9252588664
				Executive	I & II			
27	NIRC	VARANASI	J BLOCK IIND FLOOR GURU KRIPA COMPLEX OPP TAKSAL THEATRE NADESAR, VARANASI- 221002	Foundation		Mr. Ravi Krishna Srivastava	varanasi@icsi.edu	9839226671
				Executive	I & II			
				Professional				
28	NIRC	YAMUNA NAGAR	DAV College for Girls, Academic Block-4, Jagadhri Road, Yamuna Nagar-135001	Foundation		Mr. Upendra Kumar	yamuna.nagar@icsi.edu	9812573452
29	SIRC	AMARAVATI	1st FLOOR HINDU COLLEGE & HIGH SCHOOL CAMPUS BESIDE CANARA BANK, GUNTUR- 522003	Executive	I & II	Mr. Vadali Sheham Raju	amaravati@icsi.edu	0863-2233445
30	SIRC	BANGALORE	No-5, 1st MAIN ROAD, KSSIDC INDUSTRIAL ESTATE, 6TH BLOCK, WEST OF CHORD ROAD, RAJAJI NAGAR BANGALORE- 560010	Foundation		Mr. Juluri V Maitreya	bangalore@icsi.edu	7760976362
				Executive	I&II			

31	SIRC	CALICUT	CALICUT CHAPTER OF SIRC OF ICSI, A-3,29/2084, 2ND FLOOR, RAHIYAN BUILDING, K.T. GOPALAN ROAD, KOTOOLI,CALICU T - 673016	Foundation		Ms. Sheeba	calicut@icsi.edu	0495-2374702
				Executive	I & II			
				Professional	I, II & III			
32	SIRC	CHENNAI	"ICSI-SIRC HOUSE", 9, WHEAT CROFTS ROAD, NUNGAMBAKKAM, CHENNAI - 600 034	Foundation		Mr. C. Murugan	chelliah.murugan@icsi.edu	9443796311
				Executive	I & II			
				Professional	I, II & III			
33	SIRC	COIMBATORE	No. 209, KSG COMPLEX, 2ND FLOOR, SASTRI ROAD, RAM NAGAR, COIMBATORE-641 009.	Foundation		Mr. Sreejith P, Mr. S.Ashok	sreejith.p@icsi.edu, s.ashok@icsi.edu & coimbatore@icsi.edu	0422 - 2237006 / 9486477497
				Executive	I & II			
				Professional	I, II & III			
34	SIRC	HYDERABAD	ICSI CENTRE OF EXCELLENCE (COE) SURVEY NO. 1, IDA UPPAL, GENPACT ROAD (NEAR MALLIKARJUNA TEMPLE) UPPAL HYDERABAD	Foundation		Mr. V Srinivas	srinivas.v@icsi.edu	7658983099
				Executive	I & II			
35	SIRC	CoE HYDERABAD	ICSI CENTRE OF EXCELLENCE (COE) SURVEY NO. 1, IDA UPPAL, GENPACT ROAD (NEAR MALLIKARJUNA TEMPLE) UPPAL HYDERABAD	Foundation		Sapna Malhotra, Mr. V S Sharma	sapna.malhotra@icsi.edu, vs.sharma@icsi.edu, coe.hyderabad@icsi.edu	040 29569320/ (040) 27177722
				Executive	I & II			
36	SIRC	KOCHI	KOCHI CHAPTER,ICSI HOUSE, 66/3117, 1ST FLOOR, GOVARDHAN BUILDING, CHITTOR ROAD, ERNAKULAM KOCHI	Foundation		Mr Sree Kumar T S	kochi@icsi.edu	0484-4050502/24 02950
				Executive	I & II			
37	SIRC	MADURAI	CHAPTER OFFICE, C3, 3rd FLOOR, A.R. PLAZA, 16/17 NORTH VELIS STREET MADURAI - 625001	Foundation		Mr. T.Raja	t.raja@icsi.edu & madurai@icsi.edu	9843155753
				Executive	I & II			
				Professional	I, II & III			

38	SIRC	MANGALORE	ICSI MANGALORE CHAPTER GRACE TOWER BILDING IIND FLOOR BEJAI MANGALORE 575004	Foundation		Mr Shankar Rao Badi	sankara.badi@icsi.ed u	0824- 2216482/98 86400332
				Executive	I & II			
39	SIRC	MYSORE	MYSORE CHAPTER OF ICSI ICSI House, #125, NHCSL LAYOUT OFF KRS ROAD, OPP. J K TYRES, METAGALLI MYSORE- 570016	Foundation		Mr. N.Dhanabal	dhanabal.n@icsi.edu	9731242336
				Executive	I & II			
40	SIRC	PALAKKAD	Ist FLOOR ABOVE PNB ATM, SHREE KRISHNA BUILDING NURANI, PALAKKAD- 678004	Foundation		Ms. Roby Joshep	palakkad@icsi.edu	0491- 2528558
				Executive	I & II			
41	SIRC	SALEM	SALEM CHAPTER OF THE ICSI, 173, PEARL VILLA, 1ST FLOOR, 3RD CROSS, NEAR CO - OPERATIVE MARRIAGE HALL, NEW FAIRLANDS, SALEM - 636 016	Foundation		Mr. Sunder Swamy S	salem@icsi.edu	8754340840
				Executive	I & II			
42	SIRC	THRISSUR	26/728, THIRD FLOOR,CAPITAL RADHAS, NEAR PARAMEKAVA TEMPLE, SWARAJ ROUND EAST THRISSUR- 680001	Foundation		Ms Soumya S	soumya@icsi.edu	9495631592
				Executive	I & II			
43	SIRC	THIRUVANANT HAPURAM	T.C 27/398(1),1st Floor,Soorya Complex, Karunalayam Lane,Near Indian oil petrol Pump, G H Road,Thiruvanant hapuram - 695035.	Foundation		Mr. S V Vinod Kumar	Vinod.Sreerama@icsi .edu	8089522663
				Executive	I & II			
44	SIRC	VISAKHAPATNA M	C/o.Dr.L.BULLAY YA COLLEGE, SURVEY NO 44, BLOCK B BUILDING, 1ST FLOOR, UPSTAIRS OF ANDHRA BANK RESAPUVANIPAL EM, VISAKHAPATNA M-530013,	Foundation		Mr. K Vijay Kumar	vijaykumar.kota@icsi .edu	0891- 2533516
				Executive	I & II			

			ANDHRA PRADESH					
45	WIRC	AHMEDABAD	ICSI AHMEDABAD CHPATER, S-2 B TOWER, MANEK LAL MILLS COMPLEX, CHINUBHAI TOWERS, ASHRAM ROAD, AHMEDABAD - 380009	Foundation		Ms. Smita Subin	smita.subin@icsi.edu	079-26575334/35
				Executive	I & II			
46	WIRC	AURANGABAD	FR-9, 1ST FLOOR, KUBER AVENUE-BRANA NAGAR, BESIDE SEVEN HILLS FLYOVER/JALNA ROAD AURANGABAD - 431001	Foundation		Mr. Subhash Bappi Sinha	subhash.sinha@icsi.edu	0240-2451124
				Executive	I & II			
47	WIRC	BHOPAL	BHOPAL CHAPTER OF WIRC OF ICSI, PLOT NO. 148, II FLOOR, ANCHOR MANSION, ZONE-2, MP NAGAR, BHOPAL (M.P.) 462011	Foundation		Ms. Amita Malviya	bhopal@icsi.edu	0755-2577139
				Executive	I & II			
48	WIRC	DOMBIVLI	SATCHIDANAND APARTMENT, GROUND FLOOR, OPP. HDFC BANK, NEAR OLD POST OFFICE, MADAN THAKRE CHOWK DOMBIVLI (EAST) - 421201	Foundation		Ms. Ketkar Kedar Joshi	dombivli@icsi.edu	0251-2445423
				Executive	I & II			
49	WIRC	GOA	CHAPTER OFFICE, 6TH FLOOR, INDRAPRSTH APARTMENTS OPP. GOVINDA BUILDING, MENEZES BRAGANZA ROAD, PANAJI GOA - 403001	Foundation		Mr. Vasant H Kerkar	goa@icsi.edu	8322435033
				Executive	I & II			
50	WIRC	INDORE	B-1/2/3, ASHRAY APARTMENT, 2/1, MANORAMAGANJ, INDORE-452001	Foundation		Mr. Pravin Gupta	indore@icsi.edu	0731-424818/2494552
				Executive	I & II			

51	WIRC	KOLHAPUR	KOLHAPUR CHAPTER OF WIRC OF ICSI C.S NO 455, OFFICE UNIT NO 403/404, 4TH FLOOR, MATOSHREE PLAZA, VENUS CORNER, SHAHUPURI KOLHAPUR- 416001	Foundation		Rajashree Lambe	kolhapur@icsi.edu	0231- 2526160
				Executive	I & II			
				Professional				
52	WIRC	MUMBAI	THE INSTITUTE OF COMPANY SECRETARIES OF INDIA, 13, 1ST FLOOR, JOLLY MAKER CHAMBER -II, NARIMAN POINT MUMBAI- 400021	Foundation & Executive		Mr. Bannashankar Dasari	bannashankar.dasari @icsi.edu	9223542195
				Professional				
53	WIRC	NAGPUR	NAGPUR CHAPTER OF ICSI,3RD FLOOR, AVINISHA TOWERS, MEHADIA SQ, DHANTOLI, NAGPUR - 440012	Foundation		Mr. Sudhakar Aisalwaru	nagpur@icsi.edu	0712- 2453276
				Executive	I & II			
54	WIRC	NASHIK	7-8, NATRAJ PLAZA , OPP- BOYS TOWN SCHOOL, COLLEGE ROAD NASHIK MAHARASHTRA- 422005	Foundation		Mr. Amit Kumar	Amit.Kumar_n@icsi.e du	8796090345
55	WIRC	NAVI MUMBAI	ICSI-CCGRT, OFFICER NO-204, 2ND FLOOR, PLOT NO- 101, SEC-15 INDUSTRIAL AREA CBD BELAPUR, NAVI MUMBAI-400614	Foundation		Mr. P S Emmanuel	navimumbai@icsi.ed u	022- 49727816
				Executive	I & II			
56	WIRC	PUNE	PUNE CHAPTER OF ICSI SHREYAS APARTMENTS CONDOMINIUM, C.T.S. No. 1654/1655 SURVEY GANANJAY SOCIETY, D.P. ROAD KOTHRUD PUNE - 411038	Foundation		Mrs. Garima Mehrotra	ps.emmanuel@icsi.ed u	020- 24263228/ 24260341
				Executive	I & II			

57	WIRC	RAIPUR	H.NO C-67, SECOTR - 2 1ST FLOOR ABOVE LITTLE STAR PLAY SCHOOL, DEVENDRA NEAR GUJRATI SCHOOL, RAIPUR -492001	Foundation		Mr. Prafulla Kumar Dash	raipur@icsi.edu	0771- 2582618
				Executive	I & II			
				Professional				
58	WIRC	RAJKOT	307, Yogi Anand Complex, 3rd Floor, Kasturba Road, Opp. Chaudhary High School Rajkot- 360001	Foundation		Mr. Aritra Karmakar	rajkot@icsi.edu	0281-248- 2489 / 72111 55581
				Executive	I & II			
59	WIRC	SURAT	B - 209, TIRUPATI PLAZA, NEAR COLLECTOR OFFICE, ATHWAGATE, SURAT, GUJARAT. PIN - 395001	Foundation		Mr. Ratnesh Kumar	surat@icsi.edu	0261- 2463404 / 8013214546
				Executive	I & II			
60	WIRC	THANE	ICSI THANE CHPATER, 201- 202 SAI PLAZA COMPLEX GODBUNDER ROAD NEAR KAPURBAWADI JN, OPP TO ORION BUSINESS PARK, ABOVE VIJAY SALES THANE (W) 400607	Foundation		Ms. Kavita Chavan	kavita.chavan@icsi.e du	022- 25893793 022- 25891333
				Executive	I & II			
61	WIRC	VADODARA	ICSI VADODARA CHPATER, OFFICE NO.1 (2ND FLOOR) STOP-N-SHOP PLAZA OFFTEL TOWER-II, R. C.DUTT ROAD VADODARA - 390007	Foundation		Amit Kumar Nagar	amit.nagar@icsi.edu	0265- 2331498
				Executive	I & II			

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

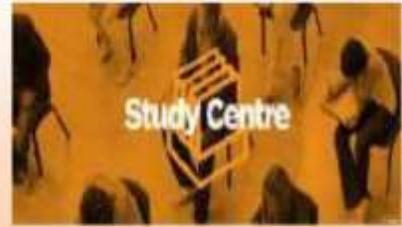
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Study Centres

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.icsi.edu/media/webmodules/Study_Centre.pdf



Sr. No.	Region	Name of the Place where Study Centre Setup	Name of the State in which Study Centre Setup	Chapter which has Set up the Study Centre and is coordinating	Name of the College/University / Institution	Address of Study Centre	Date of Commencement (Period of Agreement)	Name of the Study Centre Coordinator	Contact no. of Study Centre Coordinator
1	SCW001	WIRC	Bilaspur	Drona College of IT Applied Social Science,	In front of Kanan Zoo, Pendari, Sakri, Bilaspur-495001, Chhatisgarh	Mr.Akash Pandey, Chairman	07752-214336/ 09425535514	dronacollege@gmail.com; info@dronacollege.com	www.dronacollege.com
2	SCE002	EIRC	Shillong	Shillong College,	Laitumkhrah, Shillong, Meghalaya 793003	Prof Shankar Sharma,	9436335399	shankar.s.sharma@gmail.com	http://www.shillongcollege.ac.in/
3	SCW003	WIRC	Bhilai	Sai College,	Street 69, Sector 6, Bhilai, Chhattisgarh-490006 (Near Bhilai Nagar Railway Station	Sh Harmeet Singh Sachdev	0788-2284584,997 7001027,982 6116968	director@saicollege.in	www.saicollege.org
4	SCS004	SIRC	Hubli - Dharwad	Rukmini Shetty Memorial Sudltakar Shetty College,	"Jnana Degula", Near K.M.F. Lakammanhalli Industria Area, P.B.Road, Dharwad-580004, Karnataka	Dr. D.G.Shetty, Principal/	0836-2465327/ 2465105/ 09343400038	drdgshetty@yahoo.in	www.dgses.org
5	SCN005	NIRC	Moradabad	Teerthankar Mahaveer Institute of Management & Technology,	TMMIT, Opp. Parshavnath Plaza, D-203, TMU Campus, Delhi Road, Moradabad-244001, Uttar Pradesh	Prof. Vipin Jain, Principal/Director	09917200216/ 09829574261	ed.tमित@tmu.ac.in	www.tmu.ac.in
6	SCW006	WIRC	Solapur	Hirachand Nemchand College of Commerce,	S W H Marg, Ashowk Chowk New Pacha Peth, Walchand Collage Campus, S W H Marg, Solapur, Maharashtra 413006	Mrs. Sarika Mahindra Kar	0217265612 1/9370323585	sarikamahindrakar33@gmail.com;shahsatyajee@gmail.com	www.hncc.org

7	SCS007	SIRC	Srikakulam	Sri sai Krishna Junior College,	Onway Traffic, Day & Night Junction, Plot No-12, Nehru Nagar, Near Shanti Nagar Colony, Srikakulam-532001, Andhra Pradesh	Dr. N.Appanna, Principal & Coordinator	8942-2253042/ 0944031578 9	pvrn.patnaik@yahoo.com	
8	SCS008	SIRC	Vizianagram	Sri Boddu Krishna Degree College,	Dr. No-4-7-7, Kothagraharam, Near ICICI Bank, Vizianagram-535001, Andhra Pradesh	Mr. B.M.M Krishna Rao	08922-226454/09440824742	boddukri.shna.226454@gmail.com	
9	SCW009	WIRC	Ujjain	Lokmanya Tilak Science & Commerce College,	Neelganga Road, Near Railway Station, Madhav Nagar, Ujjain-456010, Indore	Dr. Govind Gandhe	0734-2563833/09425335568	ltsccolleg.eujjain@rediffmail.com	
10	SCE010	EIRC	Rourkela	Municipal College,	Udit Nagar, Dist: Sundergarh, Rourkela - 769012, Odisha	Mr. G.B. Dalabehera, HOD	0661-2501838/ 9437085393	municipal_college@yahoo.co.in	http://www.municipalcollegekl.com/default.asp
11	SCS011	SIRC	Tirunelveli	J.P College of Arts & Science,	Agarakattu, Tenkasi, Tirunelveli,-627852, Tamilnadu	Dr Shankar	04633-268321,267123 /9443392417	jparts12@gmail.com	http://www.jpartscollege.org/
12	SCN012	NIRC	Rohtak	G B Degree College,	Gau karan Road, Near Gau Karan Tank, Rohtak, Haryana 124001	Dr. J N Sharma, Principal	01262-235831/09355676558	gbdcrk@yahoo.com	http://www.gbvps.org/degreecollege.php
13	SCN013	NIRC	Mathura	R C A Girls (PG) College,	Vrindavan Gate, Masani, Mathura, 12, Aakash Nagar, Vishwa Laxmi Nagar, Mathura, Uttar pradesh - 281003	Dr. Preeti Johari, Principal	0565-2505956/09412777091	principal@rcagirlscollege.org	www.rcagirlscollege.org
14	SCS014	SIRC	Tirupati	Seicom Degree & PG College,	9-66/14A, New Maruthi Nagar Extension, Tirupati-517501	Mr.T.Praneeth Swaroop, Director/ Mr Pranit Saurabh	7799045454 / (0877)-2241094	seicom1997@gmail.com	http://seicom.ac.in/
15	SCN015	NIRC	Jhansi	Sharada Devi Degree College	Ballampur Road, Near Blue Bells Public School, Rajgarh Hansari, (Bijoli) Jhansi- Uttar Pradesh- 284135	Mr Tejinder Singh	9453572506, 9554955981	tejinders&k13@gmail.com	shardadevicollege.com
16	SCN016	NIRC	Rampur	St. Anthony's	Rahe-Murtaza Civil Lines MSA road, F-10, Officer Bungalow, Raza, Rampur, Uttar Pradsh - 244901	Mr. Ali Siddiqui	0595-2350320 / 9897499919	ali9897499919@gmail.com	

17	SCS017	SIRC	Erode	Kongu arts and Science College	Nanjanapuram, Kathirampatti post Erode-638107	Dr. N Raman	0424-2242888/9942452528	konguarts@kasc.ac.in; corpkongu@gmail.com	www.kasc.ac.in
18	SCE018	EIRC	Jorhat	The Assam Kaziranga University	Koraikhowa, NH-37, Jorhat- 785006, Assam	Agni Mitra Vishwas	9830021118	manish@kazirangauniversity.in	
19	SCN019	NIRC	Muzaffarnagar	D A V (P.G.) College,	Arya Samaj Road, Muzaffarnagar-251001, Uttar Pradesh	Dr. P K Saxena, Principal	0131-2622667/9412337330	davcollege066@gmail.com; info@davcollegemz.n.org	www.davcollegemz.n.org
20	SCS020	SIRC	Udupi	Trisha College,	Tulasikatte Road, Santekatte, Kallianpura, Near T.M.A Pai High School, Udupi-5762114	Mr Satish Nagodde	09620929337/0820-2580181	principalttrisha@gmail.com	www.trishacollege.org
21	SCS021	SIRC	Chennai	Shrirmathi Dev kunvar Nanalal Bhatt Vaishnav College for women,	Shanti Nagar, Chromepet, Chennai- 600044	Dr. V Varalakshmi Principal	09940337470/044-22655450	info.sdnbvc@gmail.com	www.sdnbvc.com
22	SCW022	WIRC	Jamnagar	Shri Gosar Hansraj Gosrani Commerce & Sri Dharamshi Devraj Nagda B.B.A College,	Shah Bhagwanji Kachra Education complex, Near Octroi Post- Indira Gandhi Marg, Jamnagar-361004	Mrs. Snehal Kotak Palan	9998001596/02882563885	snehal.kotak@oshwaleducationtrust.org	http://www.ghgd.oshwaleducationtrust.org/
23	SCS023	SIRC	Chennai-I	Dharmamurthi Rao Bahadur Calavala Cunan Chetty's Hindu College,	DRBCC Hindu college, Pattabiram, Chennai-600072	Prof M Jawaharlal Nehru	9444678613	mjawaharlalnehru1964@gmail.com	www.drbchhinducollge.ac.in
24	SCE024	EIRC	Durgapur	DSMS College of Tourism & Management,	Dr Zakir Hussain Avenue, Bidhannagar Durgapur-713206, West Bengal, India	Mrs. Siuli Mukherjee	0343-2533198/2532213/14/15, 09933311180	siulimukherjee.dsms@gmail.com	http://dsmsindia.org/group.aspx
25	SCN025	NIRC	Gorakhpur	Marwar Business School	1 Naseerabad, Near Jhankar Cinema, Gorakhpur- 273001	Dr. Santosh Kumar Tripathi	09415857694, 0551-2290845	marwarbusinessschool@gmail.com	
26	SCE026	EIRC	Tinsukia	Women's College,	Near Durgabari Hall, rangagora road, Tinsukia- Assam-786125	Dr. Rajib Bordoloi, Principal	0374-2332680/9957179376/9435201868	nehalchhalani81@gmail.com; karuna.goenka@gmail.com	www.wimcol.org/

27	SCW027	WIRC	Ahmednagar	New Law College,	Laltaki Road, Ahmednagar-414001	Dr A S Raju, Principal	0241-2325019/09623899154	nlc.ahmednagar@gmail.com; professor.dr.asraju@gmail.com	www.newlawcollege.org
28	SCS028	SIRC	Puducherry	Bharathidasan Govt College for Women,	Ananda Inn, Thiruvalluvar Nagar, Puducherry, 605001	Dr. R Srinivasan	0413-2213504/09787703173	bgcwoffice@yahoo.com; drrsrinivasan66@gmail.com	http://bgcw.puducherry.gov.in/
29	SCE029	EIRC	Kharupetia	Kharupetia College,	Vill. Bologarah, P.O. Kharupetia, Dist. Darrang, Pin-784115, Assam	Mr. Abdul Azia	9854165424/03713255583	aaziz485@gmail.com	http://www.kharupetiacollege.org/
30	SCE030	EIRC	Gangtok	Sikkim University,	6th Mile Samdur, P.O,Tadong,Gangtok -737102, Sikkim	Dr. S S Mahapatra	9831024283/9434864303	contactus@cus.ac.in	www.cus.ac.in
31	SCE031	EIRC	Dimapur	Unity college,	Residency Colony, Near Nagaland University, Residential Campus,Dimapur, Nagaland- 797112	Dr. Sanjay Chhabra	03862-283589/09436004436	unitycollegedimapur@gmail.com	www.unitycollegedimapur.com
32	SCE032	EIRC	Itanagar	Rajiv Gandhi University,	Rono Hills, Doimukh, Pin-791112, Arunachal Pradesh	Dr. Sanjeeb K Jena	9402081875	sanjeeb.jena@rgu.ac.in;sanjeebjena1309@yahoo.com	http://www.rgu.ac.in/
33	SCE033	SIRC	Tiruchirappalli	National College,	Dindigul Main Road, Karumandapam, Tiruchirappalli-620001	Dr K Kumar	9443548859/0431-2480263	kumark1965@yahoo.com	
34	SCS034	SIRC	Perumbavoor	Jai Bharth Arts & Science College,	Vengola PO, Arackapady, Perumbavoor, Pin-683556, Ernakulam District, Kerela	Dr. K.X Varhese	9446491047	k.x.varghese@gmail.com	www.jaibharathcollege.com
35	SCW035	WIRC	Akola	Shri Shivaji College of Arts, Commerce & Science,	Near Shivaji Park, Akola-444003	Dr. R.M.Bhise/Dr. A.M. Raut	9970151348/9403872151/0724-2410438	iqacasraut@gmail.com;principal@shivajiakola.ac.in	Shivajiakola.ac.in
36	SCE036	EIRC	Agartala	Bir Bikram Memorial College,	College Tila, Agartala-799004, Tripura	Dr. Pallab Kanti Ghosal	9436120241	ghosalpk@rediffmail.com	
37	SCS037	SIRC	Vaniyambadi, Vellore District	Marudhar Kesari Jain College for women	Marudhar Nagar, Chinnakallupalli, Vaniyambadi-635751, Tamilnadu	Ms. M Ashtalakshmi	09789565577/04174-224300/225300	hod.commerce@mkjc.in	www.mkjc.in

38	SCS038	SIRC	Shivamogga	Edurite College of Management Studies	Savlanga Road, Ravindra Nagara, Shivamogga, Karnataka 577201	Dr. Shankar Narayan	08182-402541/09343310847	shankar_narayan@yahoo.com	
39	SCW039	WIRC	Satara	Ismailsaheb Mulla Law College	Karmaveer Samadhi Parisar, Ravivar Peth, Powai Naka, Satara 415002	Dr Sujata Pawar	02162-234138/09422400917	imlcsatara@gmail.com	www.imlc.ac.in
40	SCW040	WIRC	Alibag	Janata Shikshan Mandal's Sau. Janakibai Dhondo Kunte Commerce College (JSM College)	Behind State Bank of India At & Post - Alibag, Dist Raigad, Maharashtra - 4044011	Prof Datar Surendra Bhagwan	2141-222036,228361/09270600370	surendra_datar@hotmail.com	jsmalibag.edu.in
41	SCS041	SIRC	Kottayam	Baselius College	Manorama Junction, Near Malayala Manorama, K K Rd, Kottayam Kerala-686001	Resmi Annie Thomas	9995107330	baseliusccommerce@gmail.com	www.baselius.ac.in
42	SCE042	EIRC	Aizwal	Pachhunga University College	College Veng, Aizwal Mizoram- 796005	Dr. Lal Hun Thara	8416047659	commerce.puc@gmail.com	pucollege.edu.in
43	SCE043	EIRC	Imphal	D M College of Commerce	DM College Campus, Imphal, Manipur 795001	Dr. Md Kheiruddin Shah/ Dr N Jayanti Devi	9774935464/09436089125/07085247533	dr.kheiruddinshah@gmail.com; contact@dmcommerce.edu.in	
44	SCN044	NIRC	Roorkee	Coer- SM	NH-58, Vardhaman puram, 7th KM, Roorkee, - 247667, Uttarakhand	Dr Veeralakshmi	9997239017	veeralakshmiibabu@yahoo.co.in	coer.ac.in
45	SCN045	NIRC	Chamoli	Himalayan Institute of Education & Technology (HIET)	Village & Post- Jilasu, Via- Langasu, Karnpriyag Dist. Chamoli- 246446, Uttarakhand	Dr.Surendra Prasad Dimri	09412082143/01363-241596/7895098618	hietchamoli@gmail.com; drspdimri@gmail.com	www.hiet-chamoli.com
46	SCE046	EIRC	Silchar	Lalit Jain College	Meherpur, Silchar, Silchar - 788001	Sri Amar Nath Singh	9435173805	ljccassam@rediffmail.com	
47	SCW047	WIRC	Khed (Ratnagiri)	Dnyandeep College of Science & Commerce	At Post Morvande-Boraj, Tal. Khed Dist- Ratnagiri- 415709, Maharashtra	Ms. Pradnya Prakash Kambli	08082656430/0771981000	dnyandee.pcollege@gmail.com	
48	SCW048	WIRC	Dadra & Nagar Haveli	KBS Commerce & NATARAJ Professional Sciences College	Shree Kaushik Haria Educational Foundation, Chanod Colony Naka, Silvassa Road, Dadra and Nagar Haveli 396195	Dr. Poonam B. Chauhan	0260 245 0577/9974418486	kbs_vapi@rediffmail.com	

49	SCS049	SIRC	Portblair	Jawaharlal Nehru Rajkeeya Mahavidhyala ya	J N R Mahavidhyalaya, Portblair- 744104	Dr. N Rajavel	0943428154 6 / 03192- 232082	drnrhodc om@yahoo. com	
50	SCW050	WIRC	Latur	Jaikranti Arts & Commerce Senior College	Sitaram Nagar, Latur- 413512	Dr Sagar Pandhari	8999482960 /02382- 57410	principal @jaikrant icollege.c om	www.jaik ranticolle ge.com
51	SCW051	WIRC	Nanded	Paratibha Niketan Mahavidyalay a	Banda Ghat Road, Vazirabad, Nanded- 731601	Dr. G T Waghmare	02462- 234700 / 9404076809 /866876019 4	pnm_nan ded@redi ffmail.co m;gajana nwt11@g mail.com	www.pn mnanded. org
52	SCN052	NIRC	Bijainagar	Shri Pragya Mahavidyalay a	Beawar road, Bijainagar, Ajmer, Rajasthan- 305601	Vipluv Singh Khuswaha	9828204308	spcollege 2008@g mail.com	www.spc ollege.in
53	SCN053	NIRC	Pathankot	RRMK Arya Mahila Maha Vidyalaya	Shahpur Chowk, near Kabir Chowk, Pathankot- 145001, Punjab	Ms Nisha	9646912093	nisha.bhu nbak071 @gmail.c om	
54	SCS054	SIRC	Lakshadwee p	College of Education	Calicut University Centre, Kavaratti, Lakshadweep - 682555	Mr.Mohammed Yaseen	0489626278 7/09400259 431/944728 0252	princicelk vt@gmail. com	
55	SCS055	SIRC	Devokottai	Ananda College	Ananda Nagar, Devakottai Extension, Sivagangoi District - 630303	Fr John Vasanth	9443502544	info@ana ndacolleg e.in;anan dacollege office@g mail.com	www.ana ndacolleg e.in
56	SCW056	WIRC	Kutch	Tolani Commerce College	Near Post office, Ward 2A, Gandhidham, Adipur-370205	Dr Manish Pandya	02836- 260623/942 6999192	tcctolani @gmail.c om	www.tcc. ac.in
57	SCS057	SIRC	Mala	Holy Grace Academy of Management Studies	Kuruvilassery P O Mala, Thrissur Dist - 680732	Dr. Joji Chandran	0480- 2891900, 2897185,944 7006541	director @holylgra cebschool .org	www.hol ygracebsc hool.org
58	SCN058	NIRC	Saharanpur	Disha Bharti College of Management & Education	Delhi road, Chidbana Lane Saharanpur- 247001 Uttar Pradesh- 247001	Mr Gaurav Agarwal	0899192200 /084491818 18	gaurav.di shabharti @gmail.c om	www.dis habharti college.ed u.in
59	SCS059	SIRC	Kanchipura m	SCSVMV University,	Enathur, Kanchipuram, Tamilnadu- 631561	Dr M S Ramaratnam	044- 27264179, 9842754984	hellomsra man@gm ail.com	
60	SCW060	WIRC	Lanja	Nanasaheb Vanjare New Education Society's Arts, Commerce & Science College,	Lanja, Dist- Ratnagiri-416701	Dr Suvarna A Deuskar	02351- 230558,9970 202150	suvarnad euskar20 10@gmai l.com	

61	SCW061	WIRC	Ratnagiri	Shriman Bhagojisheth Keer Law College	Late N V @ Aruappa, Joshi road, GJC College, Ratnagiri-415612	Mr R S Malushte	02352-221545,221599,9822580621	principals bklc@gmail.com;rajshekhar21malushte@gmail.com	
62	SCN062	NIRC	Rudrapur	Chanakya Law College	Vill Bhamrola, P O Bagwara Kichha Road, Opp Radha Swami Satsang Rudrapur (U S Nagar) Uttarakhand-263153	Mr Ravindra Bisht	05944246094/9012414743	clcrdr@gmail.com	www.chanakyalawcollege.in
63	SCN063	NIRC	Laxmangarh	M D Goenka Girls College	NH-52 Laxmangarh Sikar, Rajasthan-332311	Ms Meenakshi sharma	01573-22862/07976937500	mdgmm@goenka.ac.in	www.goenka.ac.in
64	SCN064	NIRC	Jaipur	Biyani Girls College	Sector-3, Vidhyadhar Nagar, Jaipur- 302023, Rajasthan	Cs Dr. Rajeev Biyani	0141-2336226/09314927400	director@biyanicolleges.org	www.biyanicolleges.org
65	SCS065	SIRC	Ramanathapuram	Syed Ammal Arts & Science College	Dr E M Abdullah nagar, Kootampuli, Pullangudi, Tamil Nadu 623513	Dr S V S Amanulla Hameed	9940968680	syedammalartscollge@yahoo.co.in	syedammalartscollge.com/
66	SCS066	SIRC	Karaikudi	Alagappa University	Alagappa University, Karaikudi- 630003	Prf. V Manickavasagam	9443124433	dde@alagappauniversity.ac.in	www.alagappauniversity.ac.in
67	SCS067	SIRC	Hassan	Haranahalli Ramaswamy Institue of Higher Education	PB No-194, Salagame Road, Hasssan district, Karnataka-573201	Dr. Subramanya P R	08172-245551,09731999440	hriheh@gmail.com	
68	SCE068	EIRC	Haldia	Haldia Law College	ICARE Complex, P o Hatiberia, P S Haldia dist- Purba Medinpur-721657	Dr Pradeepta Kishore Sahoo	03224-255355/255356,8637264093	pradeeptakis.sahoo@gmail.com	
69	SCW069	WIRC	Katni	Silicobyte Katni Degree College and Professional Studies	Jagmohan Das Ward, Katni-483501, Madhy Pradesh	Shri Paras Jain	9753180809	silicobyte@yahoo.com	http://silicobyte.org
70	SCW070	WIRC	Jabalpur	Nachiketa Institute of Management & Information Technology	Power Grid , Jabalpur-482002, Madhya Pradesh	Dr Ajay Upadhyay	761-4085058	info@nachiketacollege.com	
71	SCW071	WIRC	Kothrud	MIT WPU School of Management	Saraswati Vishwa A Wing, 5th Floor, SV No-123, MIT Campus Paud Road Kothrud-411038	Dr R M Chitnis	020-30273599,9850041773	deanugmanagement@mitwpu.edu.in	
72	SCN072	NIRC	Sikar	Bhartiya Siksha Sankul	Near Sahwadi Circle, Chandpura, Sikar, Rajasthan-332021	Mr M C Ranwa	01572-274100,9414036921	jatashnkar@gmail.com	www.biet-sicom.ac.in

73	SCW073	WIRC	Ratlam	Swami Vivekanand Government Commerce College	Viriyakhedi, Ratlam, Madhya Pradesh-457001	Dr. Abhay Pathak	07412-263353,9827301320	abhaypat_hak_ratlam@yahoo.co.in	
74	SCS074	SIRC	Chennai II	Alpha Arts & Science College	No.30 Thundalam, Porur, Behind Ramachandra Hospital, Chennai 600116	Dr. V Rathika	8122675323	rathikaksr@gmail.com	www.alphagroup.edu
75	SCW075	WIRC	Junagadh	Nobel Group of Institutions Management Department	Parth Vatika, Bhesan Road, via-Vadal, At: Bamangam, Junagadh-362310	Prof Jay Talati	0285-2680244,09427184429	hod.mba@ngivbt.edu.in;drjayatalati@gmail.com	ngivbt.edu.in
76	SCS076	SIRC	Thanjavur	SASTRA Deemed To Be University	Trichy-Tanjore Road, Thirumalaisamudram, Thanjavur, Tamil Nadu 613401	Dr.J.Sethuraman	04362264101/108	deanbadr@sastra.edu	www.sastra.edu
77	SCN077	NIRC	Falna	S P U College	Bali Road, Falna - 306116, Rajasthan	Dr, Gautam Sharma	02938-236632/9414814082	collegespuuc@gmail.com	www.spucollegefalna.com
78	SCN078	NIRC	Shri Ganga Nagar	Dr. Radha Krishanan Girls College	Gagan Path, Shri Ganganagar, Rajasthan- 335001	Shri K L Yadav	0154-2461547	amitaroracacs@gmail.com	
79	SCN079	NIRC	Danta	Maharshi Parshuram P G College	Rambagh, Reengus Road, Danta Sikar - 332702, Rajasthan	Dr Balmukund Dixit	09413344372 / 9460044372	info@mpcollegedanta.org	
80	SCN080	NIRC	Nawalgarh	Seth Gyaniram Bansidhar Podar College	Rambilas Podar Road, Nawalgarh, Jhunjhunu, Rajasthan- 333042	Dr. Satyendra Singh, Principal	8005707729 /01594222030	principal@podarcollege.com	www.podarcollege.com
81	SCW081	WIRC	Maihar	SSICAIT Girls College	Asim Bhawan, Maihar (Satna), Madhya Pradesh - 485771	Mr G D Rastogi	07614-233830/09424972277	gdr.mhr@gmail.com	sscait.co.in
82	SCS082	SIRC	Nalgonda	Don Bosco Academy Degree & P G College	Don Bosco Nagar, SLBC, Nalgonda, District- 508004, Telangana	Fr Vatti Balashow Reddy	9440866569	vattibala@gmail.com	www.donboscoacademynalgonda.com
83	SCS083	SIRC	Nizamabad	Sharada P G College	C/o. Computer Corner Centre, Near Tirumala Cinema Hall, (Theatre), Weekly Market, Beside Sun Flower High School, Nizamabad Dist. - 503001 - Telangana	Mr Kapse Suresh	08462236099/09440728632	sureshkapse@gmail.com	
84	SCW084	WIRC	Sangli	Chintamanrao College of Commerce	Vishrambag, Sangli - 416415, Maharashtra	Dr M S Bapat	0233-6695200/6695210/9225340978	chintamanraocollege1@gmail.com	www.chintamanraocollegeofcommerce.edu

85	SCE085	EIRC	Khurda	Sai Academy for Professional Education	At- Nachhipur, PO-Bhatapatana, Dist-Khurda, Pin - 752115, Bhubaneswar	Er. Sunil Kumar Pattnayak	0671-2856161/2856061/09437024858	sgiskp06@gmail.com	www.sgoi.org
86	SCE086	EIRC	Keonjhar	Keonjhar Degree Commerce College	CTG Foundation, New Colony (Sidelane of Sishubhawan, PO/Dist- Keonjhar-758001, Odisha	Mr Subhashree Laxmi Das	06766-254820/7008869080/7008547809	ctg.org@gmail.com	www.ctg.net.in
87	SCE087	EIRC	Parnathpur	PNA & BP Science College	Behind Tilka Manji Bhagalpur University, Ravindra Bhavan Road, Parnathpur, Bhagalpur, Bihar-812002	Shri Ravi Shankar Prasad	7484900835	ravishankarprasad10@gmail.com	
88	SCS088	SIRC	Anantapur	Government College Autonomous	Govt. Arts College, Kamalanagar, Near Tower Clock, Anantapur, Andhra Pradesh - 515001	Dr G Ranganatham	9885738060	gangineni.ranganathan@gmail.com	
89	SCW089	WIRC	Sagar	Noble College	NH-26, Rajakhedi, Makronia, Sagar, Madhya Pradesh - 470006	Dr Poorva Jain	9424344882	noblecollege2001@gmail.com	nobleclooegesagarmp.org
90	SCS090	SIRC	Palayamkottai	St. Xavier's College	21, North, High Ground Rd, Palayamkottai, Tirunelveli, Tamil Nadu 627002	Dr S David Appathurai	09443087061	appathuraidavid@yahoo.co.in	
91	SCE091	EIRC	Nayagarh	Nayagarh (Autonomous) College	Jadumani Chhatrabas, Nayagarh, Odisha 752069	Dr Laxmidhar Sahoo	9437516312	ngrautocol@yahoo.co.in	ngrautocol.ac.in
92	SCW092	WIRC	Sidhi	Tata College	Behind Kamal filling Station, Ward PO-8, Jamodi Khurd, Sidhi, Madhya Pradesh - 486661	Mr Rakesh Singh	07354993407	tatacollegesidhimp@gmail.com	http://www.titsidhi.in/
93	SCW093	WIRC	Neemuch	Gyanodaya Institute of Management and Technology	Gram Kanawati, Mhow- Nasirabad Highwat, Th & Dist-Neemuch, Madhya Pradesh - 458441	Mr Sandeep Mundra	07423297509/'9826477694	gyanodayanmh@gmail.com	www.gyanodayanmh.com
94	SCN094	NIRC	Pilibhit	Springdale College of Management	Madhotanda road, Near Sugar Factory, Pilibhit-262001	Dr Hemant Jagota	05882-259917/9897425014	hemantjagota@yahoo.com	
95	SCE095	EIRC	Puri	SCS (Autonomous) College	Chandan Hajuri Road, Puri, Odisha-752001	Mahendra Kumar Mishra	9090040437	scscommerce1972@gmail.com	http://scscollege.nic.in/
96	SCN096	NIRC	Pali	Govt. Bangur PG College	College Rd, Indira Colony Vistar, Pali, Rajasthan 306401	Ms. Vineeta Arora	02932-226452	vineetaarora.lean@gmail.com	

97	SCE097	EIRC	Asonsol	Banwarilal Bhalotia College	Ushagram, Asonsol PIN - 713303, Distt - Paschim Bardhman, West Bengal	Dr. Amitava Basu	9932940169	bbcollege1944@gmail.com	www.bbcollge
98	SCN098	NIRC	Tonk	Sanskriti College	Maratha Colony, Chawani Circte, TonkRajasthan - 304001	Mr. Manish Sethi	9214015958	sethimani sh91@gmail.com	www.sanskriticollge tonk.com
99	SCS099	SIRC	Sivakasi	Ayya Nadar Janaki Ammal College	Srivilliputhur, State Highway 42, Sivakasi, Tamil Nadu 626123	Dr. C. Ashok	9442666808	principal@anjaconline.org	www.anjaconline.org
100	SCW100	WIRC	Chandrapur	Sardar Patel Mahavidyalaya	Ganj Ward, Near Ramala Tank, Chandrapur, Maharashtra	Dr. Rajesh Panjabrao Ingole	9822295707	chdspm@gmail.com	www.sp mchd.ac.in
101	SCN101	NIRC	Bhadohi	K N Govt. P.G. College	Gyanpur, Sant Ravidas Nagar, Bhadohi, Uttarpradesh 221304	Dr. P.N. Dongre	9450237856 / 05414-251565	kngpggyn@gmail.com	www.kngpgc.in
102	SCW102	WIRC	Wardha	GS College of Commerce	Jamnalal Bajaj Marg, Civil Lines, Wardha, Maharashtra-442001	Dr. Abdul Bari, Principal	07152-230511/9325327431	gscw_wardha@rediffmail.com	www.gsw.shikshamandal.org
103	SCE103	EIRC	Jalpaiguri	Ananda Chandra College of Commerce, Jalpaiguri	D.B.C. Road, Jalpaiguri, West Bengal - 735101	Dr. Sidhartha Sarkar	03561-227447/9434319154	drsarkar.s@gmail.com	www.accommercejpg.org
104	SCN104	NIRC	Sandwa	Jasveer Memorial P.G. College	Near Police Station, Sandwa, Rajasthan. Pin -331517	Mr. Deepak Dhankhar	9636800930	mjeicollege@gmail.com	www.jmeisandwa.com
105	SCN105	NIRC	Sri Dungargarh	SESOMU Girls College	NH-11, Shri Dungargarh, Rajasthan 331803	Dr. Krishna Gahlot	9001760136	sesomugirlscollege@gmail.com,	www.sesomu.org
106	SCW106	WIRC	Jalgaon	Adv. Sitaram (Babanbhau) Anandramji Baheti College	Khvajamiya Road, Jilha Peth, Jalgaon-425001 (Maharashtra)	Mr. Anand Gautam, Designation – Student Co-ordinator	0257 – 2226147 / Mobile No. 9422221920	sab_jal@yahoo.com	
107	SCN107	NIRC	Leh (Contact Centre)	Govt. Eliezer Joldan Memorial College, Leh (Ladakh)	Housing Colony, LehLadakh, Jammu and Kashmir, Pin – 194 101	Ms. Jigmet Wangmo	9419218045 01982-252409	jigmet.wangmo@gmail.com	www.ejmcollegeteh.in
108	SCW108	WIRC	Daman	Government College, Daman	Government College, Daman-396210, UT of Daman and Diu	Dr. D C Agrawal	0260-2262027; 9924460100	gcdaman1966@gmail.com	www.govtcollegedaman.ac.in
109	SCW109	WIRC	Sangamner	S.N. Arts, D.J. Malpani Commerce and B.N. Sarda Science College, Sangamner	Pune Nasik NH - 50, Ghulewadi, Tal - Sangamner, Ahmednagar - 422605	Prof Dr Arun Hari Gaikwad	02425-228593, 9822811761	arunhgai kwad@gmail.com	www.sangamnercollege.edu.in

110	SCS110	SIRC	Villapakkam	Arcot Sri Mahalakshmi Women's College	Arcot - Arni Main Road, Villapakkam - 632521	Dr. V Vijaya Lakshmi (HOD - Comm)	04172-258583; 8072628127 ; 9843327459	deptofcommerce.asmw@gmail.com	www.asmwcoe.org
111	SCW111	WIRC	Dewas	Prestige Institute of Management, Dewas	239, AB Rd, Vikas Nagar, Ganga Nagar, Dewas, Madhya Pradesh 455001	Dr Amitabh Joshi (Director)	07272-426201: 7869999527	director@pimd.edu.in	www.pimd.edu.in
112	SCW112	WIRC	Sundarnagar	M P Shah Commerce College	Wadhawan Road, Near S. T. Bus Stop, Surendranagar 363002(Guj)	Dr. Dilip Kumar R. Vajani, Principal	02752-241203 / 9924279516	smpscs@gmail.com	www.mpsasc.edu.in/
**For any clarification/Assistance/Guidance you may contact to rajiv.ranjan@icsi.edu Last Updated on: 04.11.2019 GUILDLINES FOR ICSI STUDY CENTRE									

Announcement for Subject exemption



!!Attention Students!!

Status to verify paper-wise exemption granted under Subject Exemption head has been deactivated in SMASH portal till declaration of result of June 2019 session of examination i.e., upto 25th August 2019.

All Eligible exemptions already granted will automatically reflect in Admit Card.

Kindly take note of the same.

22.05.2019

Revised Procedure for Effecting Change of Name in the Institute's Records

In order to ensure uniformity in the procedure for effecting change of name on the basis of specific requests from students, it has been decided that henceforth request for change of name of students in the Institute's records would be accepted only on receipt/ submission of either of the following documents :-

- (i) Gazette Notification
- (ii) Publication in Newspaper for change of name alongwith an Affidavit
- (iii) Copy of Marriage Certificate (in case of Female candidates after marriage)
- (iv) Copy of PAN Card / Aadhaar Card / DIN supporting change of name.

Students may send any such request at **dss@icsi.edu** alongwith the requisite supporting documents as mentioned above while quoting their Registration Numbers. It may be further noted that no request would be accepted without registration number.



**THE INSTITUTE OF
Company Secretaries of India**
भारतीय कम्पनी सचिव संस्थान
IN PURSUIT OF PROFESSIONAL EXCELLENCE
Statutory body under an Act of Parliament

“शहीद की बेटी” (Martyr's Daughter)

Dear Students,

It is indeed an honour to be a part of an Institute which has attained institutional excellence and is a torch bearer for the cause of Good Corporate Governance.

As part of social responsibility and in alignment towards the initiatives of Government of India the scheme “Shaheed Ki Beti” was launched during the Golden Jubilee ceremony and the Institute got the privilege to confer the first certificate under this scheme to the Prime Minister of India, Sh. Narendra Modi on 4th October 2017.

Under ‘Shaheed Ki Beti’ scheme, the Institute is providing financial support to the girl child of martyrs for her higher education.

A separate fund has been created and the amount accumulated under the Fund “Shaheed ki Beti” is donated to the concerned wing of Ministry of Defence. Institute has already donated Rs. 15 lac under the scheme in the recent past.

The Institute acknowledges the contribution of the stakeholders who are generously donating towards the “Shaheed Ki Beti” initiative of the Institute on their Birthdays or otherwise.

Shaheed Ki Beti scheme has given us an opportunity to support our courageous martyred soldiers and their bereaved families. Through this unique scheme, Institute will definitely bring a radical change in the life of families of the valiant martyrs who have laid their lives while upholding the sovereignty and integrity of the country.

We request all other members and students of ICSI to come forward and contribute for this noble initiative.

The amount can be transferred online as per details given below.

National Electronic Fund Transfer (NEFT) Mandate Form	
(Mandate for Receiving Payment Through NEFT/RTGS)	
Vendor Name	THE INSTITUTE OF COMPANY SECRETARIES OF INDIA
Address of Vendor	C-36-37, ICSI HOUSE, INSTITUTIONAL AREA, SECTOR 62 NOIDA UP 201309
Permanent Account Number (PAN)	AAATT1103F
Particulars of Bank Account	
A. Name of Bank	Indian Bank
B. Name of Branch	Sector 61
C. Address	D-211/2 SECTOR 61 NOIDA 201301
D. City Name	NOIDA
E. IFSC Code (11 digits)	IDIB000N106
F. 9 digit MICR Code appearing on the Cheque Book	110019035
G. Type of Account (10/11/13)	SAVINGS (10)
H Account No.	706859465

Our small gesture can bring smile to the faces of many bereaved families.

Team ICSI.

F. FEE FOR SERVICES

Schedule of Fees

For fees details, kindly visit the link

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

FAQs ON PRE-EXAMINATION TEST

- Q.1** Students of which stage of CS Course are required to complete the Pre-Examination Test?
- A.1** The Pre-Examination Test is applicable for students of New Syllabus (2017) of Executive Programme and Professional Programme Stage. Initially, the Pre-Exam Test will be introduced for Executive Programme (2017) New Syllabus Students which will be a pre-requisite for students seeking enrolment to December, 2018 Session of Examinations.
- Q.2** Please let me know the pattern and other related details of Pre-Examination Test?
- A.2** The pattern of Pre-Examination Test will be as follows :
Online Computer Based
 The student can take the test from his home, cyber café or any other location.
Multiple Choice Question (MCQ) type with negative marking of 25% of the allotted marks;
Result of the test would be available immediately on completion of the test;
Result of the test would be linked with the enrolment process for examination;
The questions will be categorized as per three difficulty levels i.e. Easy, Medium and Tough and shall have a ratio of 30:40:30 in the overall marking scheme.
- Q.3** What will be the qualifying marks for each subject?
- A.3** The subject-wise qualifying marks will be minimum 40% marks.
- Q.4** I am planning to appear in Module-1 of Executive Programme during December, 2018 Session? Am I required to complete the Pre-Exam Test of Module-2 also before enrolment to December, 2018 Session?
- A.4** No. You are required to complete the Pre-Exam Test of subjects covered under Module-1 only. Students are required to successfully complete the Pre-Exam Test of all subjects forming part of specific Modules in which they are planning to appear in the main Examinations. They may complete the Pre-Exam Test of remaining modules separately before seeking enrolment to examinations of such Module(s).

- Q.5** Can I complete the Pre-Examination Test after enrolling and appearing in the main examinations?
- A.5** No. Students are required to complete the Pre-Examination Test before enrolling for the main examinations.
- Q.6** If I successfully complete the Pre-Examination Test before seeking enrolment to December, 2018 Examinations, will it be valid for future sessions if I fail in the main examinations?
- A.6** The Pre-Examination Test will be valid for future sessions of examinations for the respective subjects and students will NOT have to clear the Pre-Examination Test each time they are seeking enrolment to main examinations.
- Q.7** Am I required to remit any fee for appearing in the Pre-Examination Test?
- A.7** Yes. Students seeking enrolment to Pre-Examination Test are required to remit a fee of Rs.1000/-. However, students who have already remitted the Pre-Examination Test Fee while seeking registration to CS Executive / Professional Programme Stages are not required to remit the fee again.
- Q.8** What will be the syllabus for Pre-Examination Test?
- A.8** The questions will be according to the 2017 New Syllabus of CS Course.
- Q.9** I was an Old Syllabus Student and I have switched over to New Syllabus (2017) of Executive Programme. Shall I be required to pass the Pre-Examination Test before appearing in the main Examinations?
- A.9** Yes. Students who have switched over from Old Syllabus to New Syllabus (2017) of Executive and Professional Programme Stages shall be required to pass the Pre-Examination Test before seeking enrolment to Examinations.
- Q.10** I have been granted exemption in some of the subjects on the basis of higher qualification/ switchover/ 60% marks criteria, etc. Am I required to pass the Pre-Examination Test of these subjects before appearing in main examinations?
- A.10** No. Students are not required to pass the Pre-Examination Test of subjects in which they have already been granted exemption under different criteria for grant of exemption.
- Q.11** What will be the duration of Pre-Examination Test, Total Number of Questions and the Total Marks?
- A.11** Duration of Pre-Examination Test : 60 Minutes; Total Number of Questions : 50; Total Marks : 100.
- Q.12** In case, I fail in the Pre-Examination Test, shall I be given another opportunity to appear in the Pre-Examination Test?
- A.12** Students may appear in Pre-Examination Test any number of times, but they shall be able to appear in the Pre-Examination Test only THRICE in a day.

Q.13 What will be the process of making payment of fee for Pre-Examination Test?

A.13 **PROCESS FOR REMITTING THE FEE FOR PRE-EXAMINATION TEST**

1. Login Page: Student can login in to the application by entering Registration Number and DOB.

<http://www.icsi.in/PreExamFees/Login.aspx>

Not secure | www.icsi.in/PreExamFees/Login.aspx

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PRE - EXAM TEST FEE PAYMENT

Please enter your Registration Number and DOB

Registration No:	140545237/02/2018
DOB:	24/11/1992
Submit	

It will not allow student to enter into application if he has already made payment and his transaction is Successful or after Successful reconciliation.

Both Registration Number and DOB are mandatory.

2. Student Profile Page: This page populates student details along with Pre- Exam Test Fee.

Not secure | www.icsi.in/PreExamFees/StudentProfile.aspx

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PRE - EXAM TEST FEE PAYMENT

Registration Number	140545237/02/2018
Student Name	ANANT AJOKI
Date of Birth	21/04/1992
Gender	Male
Mobile	91940968102
EmailID	anantajoki@icmai.com
Stage	Executive
Registration Date	10/02/2018 11:25AM
Expiry Date	31/03/2023
Address	Flat No. 002, Gurukulji Apartment Shree Colony, Pimpri (South)
City	Pune
District	Pune
State	Maharashtra
PinCode	411002
Country	India
PRE - EXAM TEST FEE	900000

Next

5. Receipt Generation

The Institute of Company Secretaries of India
 ICSI HOUSE, 22, Institutional Area, Lodi Road, New Delhi - 110003
 Website : www.icsi.edu; Email- info@icsi.edu; phone : 011-45341000

ACKNOWLEDGEMENT RECEIPT

Receipt No.: 900000140 Date: 19/6/2018

Received with thanks from GAURAV KUMAR GUPTA, holding Registration No. as 4485142801/2017, a sum of Rs. 2.00 (Rupees Two Only) towards PBE - EXAM TEST FEE - EXECUTIVE.

This is a computer generated receipt and requires no signature.

[Print](#)

Q.14

What will be the steps for appearing in the Pre-examination Test?

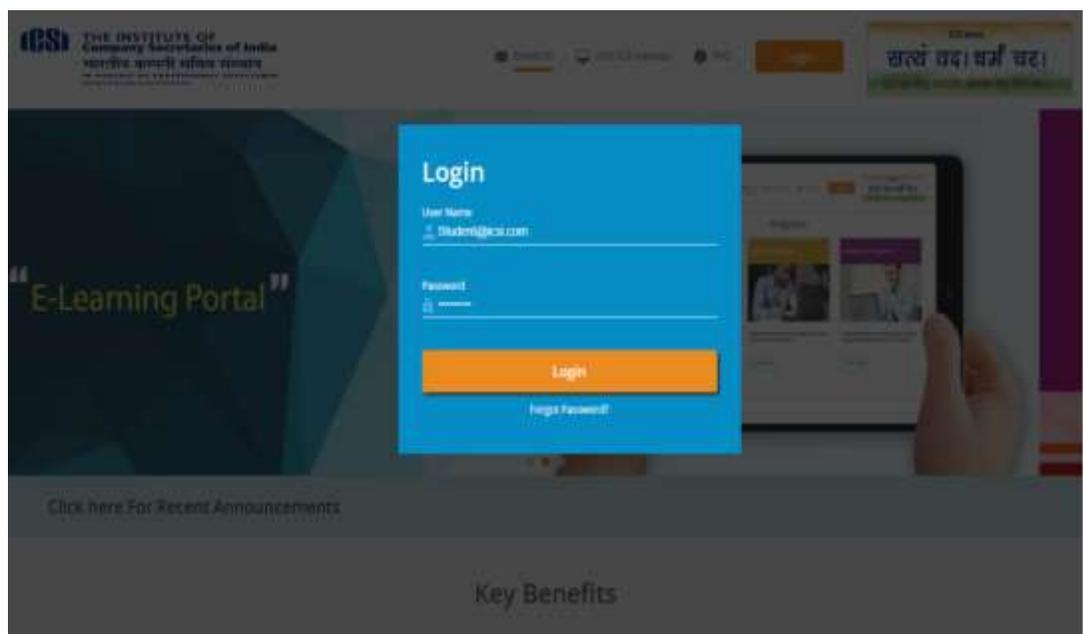
A.14

Steps to attempt Online Pre-Examination Test:

1. Login using your credentials:

Link - <https://elearning.icsi.in>

(Please note, your Login credentials (Login Id and password) would be intimated to you once you pay the requisite fee)



2. Click on My Course:



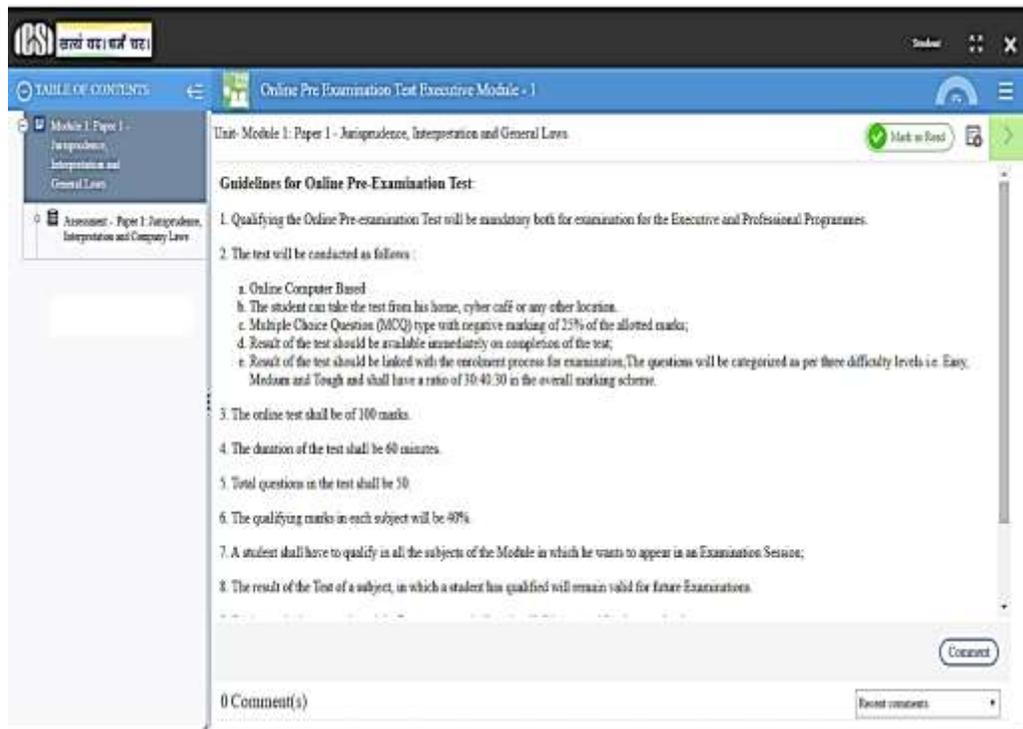
3. After Clicking on My Courses, all the courses in which you are enrolled will appear on the screen. You can select Online Pre Examination Test Executive Module - 1 from the list of courses.

Click on Online Pre Examination test Module – 1.

Click on Launch Button in Green Color.

The screenshot shows the "My Courses" page. At the top, there is a search bar and navigation tabs for "CURRENT COURSES", "UPCOMING COURSES", and "COMPLETED COURSES". Below the tabs, a course card is displayed for "Online Pre Examination Test Executive Module - 1". The course card shows "1 Assessment Pending", "0 Assignments Pending", and "0.0% Completed". A green "Launch" button is highlighted with a red border. The left sidebar contains navigation options like "My Courses", "My Communities", "My Actions", "My Posts", "My Activities", "My Calendar", "My Favourites", "My History", and "Manage Courses".

4. Upon Launching, Pre Examination Guidelines page will open, please read guidelines carefully.



The screenshot shows the 'Online Pre Examination Test Executive Module - 1' interface. The left sidebar contains a 'TABLE OF CONTENTS' with two items: 'Module 1: Paper 1 - Jurisprudence, Interpretation and General Laws' and 'Assessment - Paper 1: Jurisprudence, Interpretation and Company Laws'. The main content area displays the 'Guidelines for Online Pre-Examination Test' for 'Unit- Module 1: Paper 1 - Jurisprudence, Interpretation and General Laws'. The guidelines include:

1. Qualifying the Online Pre-examination Test will be mandatory both for examination for the Executive and Professional Programmes.
2. The test will be conducted as follows :
 - a. Online Computer Based
 - b. The student can take the test from his home, cyber cafe or any other location.
 - c. Multiple-Choice Question (MCQ) type with negative marking of 25% of the allotted marks;
 - d. Result of the test should be available immediately on completion of the test;
 - e. Result of the test should be linked with the enrolment process for examination. The questions will be categorized as per three difficulty levels i.e. Easy, Medium and Tough and shall have a ratio of 30:40:30 in the overall marking scheme.
3. The online test shall be of 100 marks.
4. The duration of the test shall be 60 minutes.
5. Total questions in the test shall be 50.
6. The qualifying marks in each subject will be 40%.
7. A student shall have to qualify in all the subjects of the Module in which he wants to appear in an Examination Session;
8. The result of the Test of a subject, in which a student has qualified will remain valid for future Examinations.

At the bottom of the page, there is a 'Comment' section with '0 Comment(s)' and a 'Recent contents' dropdown menu.

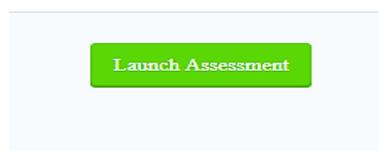
5. After reading Guidelines, Please click on Assessment Tab given just below paper name



The screenshot shows the 'Online Pre Examination Test Executive Module - 1' interface. The left sidebar contains a 'TABLE OF CONTENTS' with two items: 'Module 1: Paper 1 - Jurisprudence, Interpretation and General Laws' and 'Assessment - Paper 1: Jurisprudence, Interpretation and General Laws'. The 'Assessment - Paper 1: Jurisprudence, Interpretation and General Laws' item is highlighted with a red box. The main content area displays 'Pre-Examination Test Demo' with the following details:

Total Marks	Pass Marks	Attempts Available	Duration	View Assessment Analysis At the End of Assessment
100.0	40.0	1 of 1	60 Min	Launch Assessment

6. After Clicking on Assessment, Please click on launch assessment button:



7. After clicking on launch assessment, instruction page will open. Please read these instructions carefully. After reading instruction, please tick the checkbox displaying (I have read and understood the instructions and agree to adhere to them).

Please click on “I am ready to begin button”.

Instructions

Please read the instructions carefully

General Instructions:

- Total duration of examination is 60 minutes.
- The clock will be set at the server. The countdown timer in the top right corner of the screen will display the remaining time available for you to complete the examination. When the timer reaches zero, the examination will end by itself. You will not be required to end or submit your examination.
- The Question Palette displayed on the right side of the screen will show the status of each question using one of the following symbols:
 - You have not visited the question yet.
 - You have not answered the question.
 - You have answered the question.
 - You have NOT answered the question, but have marked the question for review.
 - The question(s) "Marked for Review" will be considered for evaluation.
 - The question(s) "Marked for Review" will not be considered for evaluation. Hence, no marks will be allocated for the same.

The Marked for Review status for a question simply indicates that you would like to look at that question again.

I have read and understood the instructions and agree to adhere to them.

[I am ready to begin](#)

8. Assessment will start just after you click on this button. Given below is assessment screen:

The Constitution Test Drive

Question Paper Instructions

QUESTION

Section

Time Left: 00:28

Student's ID...

Question No. 1

Which of the following articles guarantees equality before law and equal protection of law for all individuals residing within the territory of India?

17

15

18

14

Mark for Review & Next

Clear Response

Save & Next

1/20/18

REGION

Choose a Question

1	2	3	4
5	6	7	8
9	10	11	12
13	14	15	16
17	18	19	20
21	22	23	24

- Q.15** I have enrolled myself for Class Room Teaching conducted by the Regional / Chapter Office of the Institute in my city. Shall I be exempted from appearing in Pre-Examination Test if I pass the Tests conducted by the said Regional/ Chapter Office after completion of the Class Room Teaching Session?
- A.15** Yes. Students who have cleared the Offline Test in specific subjects after undergoing Class Room Teaching session in the Regional and Chapter Offices shall be exempted from the specific subjects of Online Pre-Examination Test.
- Q.16** Please let me know if the marks scored in the Pre-Examination Test will be considered for computing the result of main CS Examinations?
- A.16** No. The Pre-Examination Test will be a qualifying test to assess the level of preparation of the students before appearing in the main examinations. The marks scored in the Pre-Examination Test will NOT be used for computing the results of the main CS examinations.

Attention Students !

Guidelines for Concession in Fee for Registration to CS Course to the Widows and Wards of Martyrs, Permanent Disability cases, Serving / Retired Personnel of Indian Army, Indian Air Force, Indian Navy and all para military forces

The sacrifice of the personnel of Indian Armed forces and para military forces for maintaining the security and sovereignty of the country is commendable.

In a humble endeavor of the Institute in recognizing the contribution of the serving and retired personnel and as a goodwill gesture to the families of martyrs, the Institute has decided to grant the following concessions for registration to the CS Course :

- 1. 100% concession in full Fee payable at the time of Registration to various Stages of CS Course and Examination Fee to the wards and widows of martyrs of Indian Army, Indian Air Force, Indian Navy and all para military forces**
- 2. 100% concession in full Fee payable at the time of Registration to various Stages of CS Course and Examination Fee to the personnel of Indian Army, Indian Air Force, Indian Navy and all para military forces with permanent disability as a result of participating in act of war and other missions.**
- 3. 50% concession in full Fee payable at the time of Registration to various Stages of CS Course and Examination Fee to all In Service/ Retired personnel of Indian Army, Indian Air Force, Indian Navy and all para military forces.**

All other fee payable by the aforesaid category of students shall be as per the rates applicable to the general category students.

These guidelines shall be applicable effective from 1st April, 2019.

ICSI Classroom Teaching Centres at Regional Councils/Chapters and ONLINE CLASSES



Features/Main attractions



Pre-examination Test is Exempted for Classroom teaching students (Subject to the condition)

For more information please visit <http://tinyurl.com/y64ullr4>



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Statutory body under an Act of Parliament

Vision

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

Motto

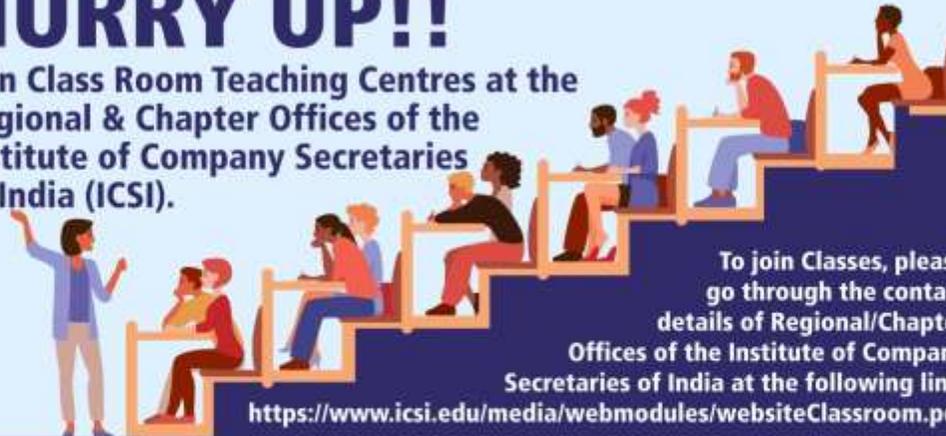
सत्यं वद। धर्मं चर। *Speak the truth; abide by the law*

Mission

"To develop high calibre professionals facilitating good corporate governance"

HURRY UP!!

Join Class Room Teaching Centres at the Regional & Chapter Offices of the Institute of Company Secretaries of India (ICSI).



To join Classes, please go through the contact details of Regional/Chapter Offices of the Institute of Company Secretaries of India at the following link:

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

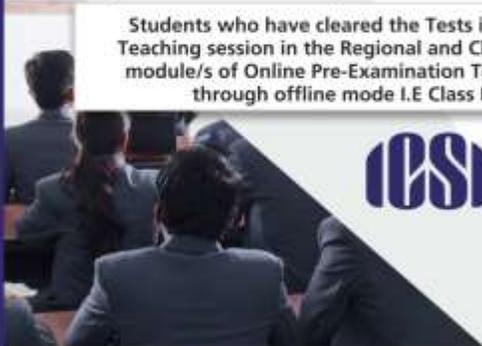
BENEFITS OF STUDENTS OPTING FOR CLASS ROOM TEACHING CENTRES OF THE ICSI

- Small batches for deeper conceptual clarity
- Special attention for non-commerce students
- Continuous revisions & tests
- Exam result & career oriented
- Best Infrastructure
- Optimal fee
- Library facility with latest books
- Distinguished Faculties and a blend of academicians from premier institutions, Professions and industry experts
- Periodic Class Tests for evaluation
- Parents teachers meet at regular intervals
- Faculty Development Programmes.
- Learning through practical approach
- Exemption from Pre-exam test subject to the clearance of respective subject/Module.
- Demo lectures, Mock Tests, Crash Courses
- Special programme/special guest lectures
- 100% coverage of syllabus
- Assistance in placement
- Scope to learn soft skills and leadership skills
- Class Room teaching centres of the Institute extend support to the students in preparation of the main examination. complete Pre-Exam test either through offline mode I.E Class Room Teaching or through online module.

The Standard procedure for joining the Class Room Teaching Centres at the Regional/ Chapter Offices is as under:-

- Step-1:** Contact the nearest Regional/Chapter office of the Institute from the list given at the link <https://www.icsi.edu/media/webmodules/websiteClassroom.pdf>
- Step-2:** Ascertain the Date of Commencement of Class and the timings of the classes
- Step-3:** Enquire about the availability Demo Classes and if available attend the same as per the schedule. Remit the applicable fees at the Regional/Chapter office
- Step-4:** Attend the Classes as per the schedule and appear in the CS Main Examinations.

Students who have cleared the Tests in specific module/s after undergoing Class Room Teaching session in the Regional and Chapter Offices shall be exempted from the specific module/s of Online Pre-Examination Test. Student has to complete Pre-Exam test either through offline mode I.E Class Room Teaching or through online module.



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For detailed information Please visit the Link: <https://www.icsi.edu/student/class-room-teaching/> or Submit your query if any at <http://support.icsi.edu>.

An opportunity to appear in **All Modules** in June 2020 CS Examination

Last date of registration for Executive / Professional Programme

31 AUGUST 2019

Executive Programme can be pursued by Graduates/Post Graduates of all streams (except Fine Arts). Final year appearing graduates can also apply provisionally. In order to become eligible for registration as a student of Executive Programme, he/she should not be less than seventeen years of age on the date of his/her application.

Professional Programme can be pursued only after clearing the Executive Programme of CS Course

Concession in Fee for Registration to CS Course to the Widows and Wards of Martyrs, Permanent Disability cases, Serving / Retired Personnel of Indian Army, Indian Air Force, Indian Navy and all para military forces

Study classes for CS course :
<https://www.icsi.edu/media/webmodules/web-siteClassroom.pdf>



Online registration



ICSI Online Helpdesk:
<http://support.icsi.edu>



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**Join Class Room Teaching Centers at the Regional /Chapter Offices & Study Centres
of The ICSI and excel in June-2020 Examination**

**Pre-exam test is exempted for Class Room Teaching Students
(Conditions apply)**

Dear Student,

As you are aware, the CS Course allows the flexibility of undergoing professional education as per the convenience of the students through distance learning mode.

However, keeping in view the requests of the students, the Institute has been arranging Class Room Teaching facility at its Regional Offices and many of the Chapter Offices and Study Centres. A list of Offices presently providing the class room teaching facility may be seen at the following link of the Institute's website:

<https://www.icsi.edu/student/class-room-teaching/>

We recommend the students of the Institute to join the classes conducted by the Regional & Chapter Offices and Study Centres for quality education at nominal fee. The Regional Chapter offices will soon commence classes for June 2020 session of examination. Kindly contact your nearest Regional/Chapter Office/ Study Centre. The contact details are available at the following link.

https://www.icsi.edu/media/webmodules/Class_room.pdf

Besides regular classes, Institute is also conducting demo classes, mock tests, revision classes, classes on individual subjects which help students in preparing for the main examination.

The Coaching Classes are organized throughout the year corresponding with each session of CS Examination held in June and December every year.

As you are aware, Pre-Examination Test is compulsory for all students of Executive and Professional Programme under new syllabus. The students undergoing the Class Room

Teaching and pass the requisite tests forming part of the coaching are exempted from appearing in the Pre-Exam Test.

The standard procedure for joining the coaching classes at the Regional / Chapter Offices is as under:

Step-1	Contact the nearest Regional / Chapter Office of the Institute from the list given at the link https://www.icsi.edu/media/webmodules/Class_room.pdf
Step-2	Ascertain the Date of Commencement of Coaching Class and the timings of the classes
Step-3	Enquire about the availability Demo Classes and if available attend the same as per the schedule
Step-3	Remit the applicable fees at the Regional/ Chapter Office
Step-4	Attend the Coaching Classes as per the schedule and appear in the CS Main examinations

The Institute shall be able to commence Class Room Teaching facility at the remaining Chapter Offices also subject to the participation of students.

Further, we feel elated to inform that the students who are undergoing classes at Class Room Teaching Centres of the Institute at various Regional/Chapter offices are exceling in CS examination also. We congratulate all such students of Class Room teaching centres of ICSI who have secured all India rank in Foundation Programme in June 2019 examination session.

			
AIR 5	AIR 7	AIR 9	AIR 10
Ms. Nishi Mihirbhai Shai CS Foundation Ahemdabad (G.J)	Suemita Power CS Foundation Kolhapur (MH)	Marissa anne Sum CS Foundation Kolkata (EIRO)	Somnya Shama CS Foundation Kolkata (EIRO)
			
AIR 11	AIR 22	AIR 25	
Sonal Bhyani CS Foundation Kolhapur (MH)	Mr. Hraday Jalewal CS Foundation Ahemdabad(G.J)	SYEDA MEHRESH WASTI CS Foundation Kolkata (EIRO)	

HURRY UP!!

Join Classes at the Regional/Chapter Offices and Study Centres of The Institute Of Company Secretaries Of India

TO GET BEST RESULTS IN THE CS EXAMINATION AND TO LEARN NEW EDUCATIONAL TECHNIQUES, JOIN CLASS ROOM TEACHING CENTRES OF THE INSTITUTE OF COMPANY SECRETARIES OF INDIA.

To join Classes, please go through the contact details of Regional/ Chapter Offices of the Institute of Company Secretaries of India at the following Link:
<https://www.icsi.edu/student/class-room-teaching/>

To join Classes, please go through the contact details of Study Centres of the Institute of Company Secretaries of India at the following Link:-
https://www.icsi.edu/media/webmodules/Study_Centre.pdf

BENEFITS OF CLASS ROOM TEACHING CENTRES OF ICSI

- Small batches for deeper conceptual clarity
- Special attention for non-commerce students
- Continuous revisions & tests
- Exam result & career oriented
- Best Infrastructure
- Optimal fee
- Library facility with latest books
- Distinguished Faculties and a blend of academicians from premium institutions, Professions and Industry experts
- Periodic Class Tests for evaluation
- Learning through practical approach
- Demo lectures, Mock Tests, Crash Courses
- Special programme/special guest lectures
- 100% coverage of syllabus
- Scope to learn soft skills and leadership skills
- The Study Centres of the institute offer optimum support to the students via the Class Room Teaching Centres for the preparation of the main Examination.



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**For Class room Teaching Students of Regional /Chapter Offices Pre-Examination Test is Exempted
(Subject to the Condition)**

**For detailed information Please visit the Link: <https://www.icsi.edu/student/class-room-teaching/>
or Submit your query if any at <http://support.icsi.edu>.**



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!!Kind Attention!!

Schedule of Classes for June 2020 examination batches for CS Students at Regional and Chapter Offices

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

S.no	Chapter	Name of the Official	Contact No	Mail id	Proposed date for classroom teaching for June 2020
1	Agra	Sandeep Kr. Rapra	0562-4031444	agra@icsi.edu	Yet to announce
2	Ahmedabad	Smita Subin (Ms)	079-26575334	ahmedabad@icsi.edu	26.07.2019 (Already Commenced)
3	Ajmer	Anand Mishra	0145-2425013	ajmer@icsi.edu	1.10.2019 (for Executive) and 1.11.2019 (For Foundation)
4	Allahabad	Amitabh Shukla	0532-2260101	allahabad@icsi.edu	26.07.2019 (Already Commenced)
5	Alwar	Anand Kumar Arya	0144-2730446	alwar@icsi.edu	02.09.2019 (Already Commenced)
6	Amaravati	Vadali Sheham Raju	0863-2233445	amaravati@icsi.edu	17.01.2020
7	Amritsar	Manish Kumar	0183-5005757	amritsar@icsi.edu	First week of December 2019
8	Aurangabad	Subhash B Sinha	0240-2451124	aurangabad@icsi.edu	Oct19 – Dec19 (tentatively)
9	Bangalore	Juluri V Maitreya	080-23111861	bangalore@icsi.edu	Dec19 – Jan20
10	Bareilly	Sanjeev Kumar Sharma	0581-2540012	bareilly@icsi.edu	26.07.2019 (Already Commenced)
11	Belagavi	Mr. Sandip Bansi Bhingardive	0831-4201716	belagavi@icsi.edu	Jan20
12	Bhayander	Krutika Krishna Kargutkar (Ms.)	022-28183888	bhayander@icsi.edu	Oct19 - Nov19
13	Bhilwara	Rajeev Ranjan Jha	01482-267400/500	bhilwara@icsi.edu	Yet to announce
14	Bhopal	Amita Malviya (Ms.)	0755-2577139/4907577	bhopal@icsi.edu	01.08.2019 (Already Commenced) for Executive Program and for Foundation Program from October, 2019
15	Bhubaneswar	U C Mishra	0674-2552282	bhubaneswar@icsi.edu	15.10.2019

16	Bikaner	Mahesh Kr. Swarnkar	0151-2222050	bikaner@icsi.edu	16.08.2019 (Already commenced)
17	Calicut	Sheeba (Ms.)/ Padmarajan E	0495-2770702	calicut@icsi.edu	13.01.2020
18	Chandigarh	Shikha Mittal	0172-2661840	chandigarh@icsi.edu	Yet to announce
19	Coimbatore	Sreejith P	0422-2237006	coimbatore@icsi.edu	20.01.2020
20	Dehradun	Anita Bhandari (Ms.)	8266045008	dehradun@icsi.edu	Yet to announce
21	Dhanbad	Govind Kr. Tiwari	0326-6556005	dhanbad@icsi.edu	05.12.2019
22	Dombivli	Ketki kedar Joshi	0251-2445423	dombivli@icsi.edu	Yet to announce
23	Faridabad	Suman Iyer (Ms.)	0129-4003761	faridabad@icsi.edu	01.09.2019 (Already Commenced)
24	Ghaziabad	Rahul Verma	0120-4559681	ghaziabad@icsi.edu	Foundation : 05.09.2019 Executive : 05.08.2019
25	Goa	Vasant H Kerkar	0832-2435033	goa@icsi.edu	After 14.01.2020
26	Gurgaon	Amit Likhyan	0124-2380021	gurgaon@icsi.edu	Yet to announce
27	Guwahati (NE)	Chiranjeeb Sarma Roy	0361-2467644	guwahati@icsi.edu	09.08.2019 (Already Commenced)
28	Hooghly	Chandra Nath Kundu	033-26720315	hooghly@icsi.edu	After 15.11.2019
29	Hyderabad	V Srinivas	040-23399541	hyderabad@icsi.edu	Mid of September (Tentatively)
30	Indore	Munna Lal Solanki	0731-4248181/ 2494552	indore@icsi.edu	15.09.2019
31	Jaipur	Rajesh Kumar Gupta	0141-2707236	jaipur@icsi.edu	05.09.2019
32	Jalandhar	Rani Raizada	0181-2280315	jalandhar@icsi.edu	22.07.2019 (Already Commenced)
33	Jammu	Rishi Prakash Singh	0191-2439242	jammu@icsi.edu	06.01.2020
34	Jamshedpur	Tapas Kumar Mazumdar	0657-2234273	jamshedpur@icsi.edu	1 week of Dec19
35	Jodhpur	Raj Kumar Rai	0291-2656146	jodhpur@icsi.edu	5.10.2019
36	Kanpur	Ashish Kr. Tiwari	0512-2296535	kanpur@icsi.edu	10.09.2019 (Already Commence)
37	Karnal - Panipat	Deepak Kumar Gupta	0180-4009144	karnal-panipat@icsi.edu	Yet to announce
38	Kochi	Sreekumar TS	0484-2375950 / 4050502	kochi@icsi.edu	07.07.2019 (Already Commenced)
39	Kolhapur	Rajashree Prashant Lambe	0231-2526160	kolhapur@icsi.edu	Sep last or first week of Oct.
40	Kota	Raju Kumar	0744-2406456	kota@icsi.edu	from September last week or from October
41	Lucknow	Kunwar Lal Kushwaha	0522-4109382 / 9336167684	lucknow@icsi.edu	21.09.2019
42	Ludhiana	Sanjay Jakhmola	0161-2401040	ludhiana@icsi.edu	31.08.2019 (Already Commenced)
43	Madurai	T Raja	0452-2340797	madurai@icsi.edu	Nov-2019
44	Mangalore	Sankara Rao Badi	0824-2216482	mangalore@icsi.edu	Jan-2020
45	Meerut	Salim Ahmed	0120-4300148	meerut@icsi.edu	Yet to announce
46	Modinagar	Omkar Dutt	01232-243048	modinagar@icsi.edu	Yet to announce

47	Mysore	N Dhanabal	0821-2516065	mysore@icsi.edu	04.12.2019
48	Nagpur	Sudhakar Someshwar Aisawlaru	0712-2453276	nagpur@icsi.edu	01.10.2019
49	Nashik	Amit Kumar	0253-2318783	nashik@icsi.edu	26.07.2019 (Already Commenced)
50	Navi Mumbai	P S Emmanuel	022-49727816	navimumbai@icsi.edu	06.01.2020
51	Noida	Kushal Kumar	0120-4522058	noida@icsi.edu	07.01.2020
52	Palakkad	Roby Joseph (Ms.)	0491-2528558	palakkad@icsi.edu	04.01.2020
53	Patiala	U K Biswal	9812573452	patiala@icsi.edu	11.10.2019
54	Patna	Gautam Karmakar	0612-2322405	patna@icsi.edu	after 30.09.2019
55	Pune	Garima Mehrotra (Ms.)	020-25393227	pune@icsi.edu	after 28.09.2019
56	Raipur	Prafulla Kr. Dash	0771-2582618	raipur@icsi.edu	29.07.2019 (Already Commenced)
57	Rajkot	Aritra Karmakar	0281-2482489	rajkot@icsi.edu	Foundation : 18.06.2019 Executive : 05.08.2019 (Already Commenced)
58	Ranchi	Sumanta Dutta	0651-2223382	ranchi@icsi.edu	01.09.2019 (Already Commenced)
59	Salem	Sundar Swamy S	0427 - 2443600/8754340840	salem@icsi.edu	01 August, 2019 (Already Commenced)
60	Shimla	Chandan Kumar Chandra	0177-2672470	shimla@icsi.edu	Yet to announce
61	Siliguri	Sudipta Dutta	0353-2432780	siliguri@icsi.edu	1st week of Nov
62	Srinagar	Shabir Ahmed Lone	0194-2488700	srinagar@icsi.edu	Yet to announce
63	Surat	Ratnesh Kumar	0261-2463404	surat@icsi.edu	25.11.2019
64	Thane	Kavita P Chavan (Ms.)	022-25893793	thane@icsi.edu	10.09.2019 (Already Commenced)
65	Thiruvananthapuram	Vinod Kumar S V	0471-2309915	tvm@icsi.edu	Dec-19
66	Thrissur	Soumya (Ms.)	0487-2327860 / 9567763621	thrissur@icsi.edu	04th January 2020 and 05th October 2019, 06th July 2019 (One batch ongoing)
67	Udaipur	Manish Jain	9252588664	udaipur@icsi.edu	05.11.2019
68	Vadodara	Amit kuma Nagar	0265 2331498	vadodara@icsi.edu	07.11.2019
69	Varanasi	Ravi Krishna Srivastava	0542-2500199	varanasi@icsi.edu	October 2019 / January 2020.
70	Visakhapatnam	K Vijay Kumar	0891-2533516	vpatnam@icsi.edu	Nov - 20th December 2019
71	Yamuna Nagar			yamuna.nagar@icsi.edu	Yet to announce
72	Kolkata- EIRO	S Sreejeth	033-22832973	S.Sreejesh@icsi.edu	Foundation : 18th November 2019 Executive / Professional : 14th October 2019
73	Delhi-NIRO	Dr. Bhole Shanker	(011) 49343005	DrBhole.ShankarSikhwal@icsi.edu	Oct-19

74	Chennai-SIRO	Chelliah Murugan	044-28279898	chelliah.murugan@icsi.edu	Foundation Programme - 09.12.2019 Executive Programme (Both Modules) - 14.10.2019 Professional Programme - 1st Week of February, 2020
75	Mumbai-WIRO	Dasari Bannashankar	022- 61307904	bannashankar.dasari@icsi.edu;	Sep/Nov-2019
76	CoE Hyderabad	Md. Ismail	040-2717772	coe.hyderabad@icsi.edu	19.07.2019 (Already Commenced)



**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)

VISION

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

ICSI Motto

सत्यं वद सर्वं चर। इदमेव मेव जगतेः प्रबन्धे एव मेव जगत्

MISSION

"To develop high calibre professionals
fostering good corporate governance"

20th NATIONAL CONFERENCE OF STUDENT COMPANY SECRETARIES



Business Idea Pitch (2 Minute Mein)

Arm Wrestling (Kisme Kitna Hai Dum)

I M Possible (Mumkin hai)

Chess (Shatranj Ke Khiladi)

Quiz (Prashnavali)

Legal Puzzle (Uta Pulta)

Best out of Waste (Rangoli)

Moot Court (Nyay ka Mandir)

Musical Chairs (Kissa Kursi Ka)

Hindi Songs (Har Dil Ki Pukaar)

Walk for a Cause (Kadam Badhaye Jaa)

Photography (Kamare ki Nazar Se)

Creative Writing (Kalam ki Takat)

Debate (Tol Mol ke Bol)

Elocution (Bol Bindaas)

Number Game (Sankhya Bal)

Tug of War (Ekta Mein Shakti)

Clean Clean (Swachhta Abhiyaan)

Eastern Dance (Payal ki Jhankaar)

Best Participant (Uttam Sarvottam)



Main Event - 12th January, 2020 (Sunday) | Prelims & Off Stage Competitions - 11th January, 2020 (Saturday) | Venue - Kolkata (City of Joy)

Fees : Early Bird (upto 20.12.2019) For Students of ICSI – Rs.500/- Others Rs.900/- (Thereafter Rs.600/- & Rs.1000/-)

8 PDP Hours
for
every Student
Delegate

Certificate
of Participation
to every
Delegate

Individual
Certificate/
Prize for all
Winners

Revolving
Trophies
for Champion
Chapters &
Region

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Delegate

With Best Wishes

CS Ranjeet Pandey
President, ICSI
CS Ashish Garg
Vice-President, ICSI & Chairman, TEFC of ICSI
CS Deepak Kumar Khaitan
Council Member, ICSI & Programme Director
CS Siddhartha Murarka
Council Member, ICSI & Programme Coordinator
CS Rajesh Chura
Chairman EIRC of ICSI & Programme Facilitator
CS Ashok Kumar Dixit
Officiating Secretary, ICSI

For Suggestions & Questions, please contact

Tapas Kr Roy
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033-22901065/ tapas.roy@icsi.edu
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Assistant Director, ICSI EIRO
033-2283-2973/ s.sreejesh@icsi.edu
Rukmani Nag
Executive Assistant, ICSI EIRO
033-22901065/ rukmani.nag@icsi.edu

Enroll Now

For participating in competitions,
contact your nearest Chapter/
Regional Office

For delegate registration,
please visit- <http://bit.do/firBZ>

Examination

1. CONDUCT OF CS EXAMINATIONS -DECEMBER, 2019

The next examination for Executive Programme (Old/New Syllabus) and Professional Programme (Old/New Syllabus) scheduled in December, 2019 will be held from 20th December, 2019 to 30th December, 2019 as per the Examination Time-Table (published elsewhere in this bulletin) at 128 examination centres, viz., 1. Agra, 2. Ahmedabad, 3. Ahmednagar, 4. Ajmer, 5. Akola, 6. Aligarh, 7. Allahabad, 8. Alwar, 9. Amravati, 10. Amritsar, 11. Ambala, 12. Aurangabad, 13. Bangalore, 14. Bareilly, 15. Beawar, 16. Belgaum, 17. Bhayander, 18. Bhilai, 19. Bhilwara, 20. Bhopal, 21. Bhubaneswar, 22. Bikaner, 23. Bilaspur, 24. Calicut, 25. Chandigarh, 26. Chennai, 27. Chittorgarh, 28. Coimbatore, 29. Dehradun, 30. Delhi (East), 31. Delhi (North), 32. Delhi (South), 33. Delhi (West), 34. Dhanbad, 35. Ernakulam, 36. Faridabad, 37. Gandhidham, 38. Gandhinagar, 39. Ghaziabad, 40. Gorakhpur, 41. Guntur-Amaravati, 42. Gurgaon, 43. Guwahati, 44. Gwalior, 45. Hisar, 46. Hooghly, 47. Howrah, 48. Hubli-Dharwad, 49. Hyderabad, 50. Imphal, 51. Indore, 52. Jabalpur, 53. Jalgaon, 54. Jamnagar, 55. Jaipur, 56. Jalandhar, 57. Jammu, 58. Jamshedpur, 59. Jhansi, 60. Jhunjhunu, 61. Jodhpur, 62. Kanpur, 63. Kolhapur, 64. Kolkata (North), 65. Kolkata (South), 66. Kota, 67. Kottayam, 68. Lucknow, 69. Ludhiana, 70. Madurai, 71. Mangalore, 72. Meerut, 73. Moradabad, 74. Mumbai Zone-I, 75. Mumbai Zone-II, 76. Mumbai Zone-III, 77. Mumbai Zone-IV, 78. Mumbai Zone-V, 79. Mumbai Zone-VI, 80. Muzaffarnagar, 81. Mysore, 82. Nagpur, 83. Nashik, 84. Navi Mumbai, 85. Noida, 86. Palakkad, 87. Pali, 88. Panaji, 89. Panipat, 90. Patiala, 91. Patna, 92. Pimpri-Chinchwad, 93. Puducherry, 94. Pune Zone-I, 95. Pune Zone-II, 96. Pune Zone-III, 97. Pune Zone-IV, 98. Raipur, 99. Rajkot, 100. Ranchi, 101. Rewari, 102. Rourkela, 103. Sagar, 104. Salem, 105. Sambalpur, 106. Satara, 107. Shimla, 108. Sikar, 109. Siliguri, 110. Solapur, 111. Sonapat, 112. Srinagar, 113. Surat, 114. Thane Zone-I, 115. Thane Zone-II, 116. Thane Zone-III, 117. Thiruvananthapuram, 118. Thrissur, 119. Tiruchirapalli, 120. Udaipur, 121. Ujjain, 122. Vadodara, 123. Vapi, 124. Varanasi, 125. Vijayawada, 126. Visakhapatnam, 127. Yamuna Nagar and 128. *Overseas Centre — Dubai.*

NOTES: 1. *Imphal (Manipur), Amritsar (Punjab), Patiala (Punjab), Rewari (Haryana), Gandhidham (Gujarat) and Vapi (Gujarat) are on Experimental Basis.*

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.*

2. TIME-TABLE FOR DECEMBER, 2019 EXAMINATIONS

 THE INSTITUTE OF Company Secretaries of India भारतीय कम्पनी सचिव संस्थान <small>IN PURSUIT OF PROFESSIONAL EXCELLENCE</small> <small>Statutory body under an Act of Parliament</small>						
COMPANY SECRETARIES EXAMINATIONS, DECEMBER, 2019						
TIME-TABLE						
EXAMINATION TIMING : 2:00 P.M. TO 5:00 P.M.						
Day	Executive Programme (Old Syllabus)	Executive Programme (New Syllabus)	Professional Programme (Old Syllabus)	Professional Programme (New Syllabus)		
20.12.2019 Friday	Cost and Management Accounting (Module-I) (OMR Based)	Jurisprudence, Interpretation and General Laws (Module-I)	Advanced Company Law and Practice (Module - I)	Governance, Risk Management, Compliances and Ethics (Module - I)		
21.12.2019 Saturday	Industrial, Labour and General Laws (Module-II) (OMR Based)	Securities Laws and Capital Markets (Module-II)	Information Technology and Systems Audit (Module - II)	Secretarial Audit, Compliance Management and Due Diligence (Module - II)		
22.12.2019 Sunday	NO EXAMINATION	NO EXAMINATION	NO EXAMINATION	NO EXAMINATION		
23.12.2019 Monday	Tax Laws and Practice (Module-I) (OMR Based)	Company Law (Module-I)	Advanced Tax Laws and Practice (Module - III)	Corporate Funding and Listing in Stock Exchanges (Module - III)		
24.12.2019 Tuesday	Company Accounts and Auditing Practices (Module-II)	Economic, Business and Commercial Laws (Module-II)	Secretarial Audit, Compliance Management and Due Diligence (Module - I)	Advanced Tax Laws (Module - I)		
25.12.2019 Wednesday	NO EXAMINATION	NO EXAMINATION	NO EXAMINATION	NO EXAMINATION		
26.12.2019 Thursday	Company Law (Module-I)	Setting up of Business Entities and Closure (Module-I)	Financial, Treasury and Forex Management (Module - II)	Corporate Restructuring, Insolvency, Liquidation and Winding - up (Module - II)		
27.12.2019 Friday	Capital Markets and Securities Laws (Module-II)	Corporate and Management Accounting (Module-II) (OMR Based)	Drafting, Appearances and Pleadings (Module - III)	Multidisciplinary Case Studies (Module - III) [Open Book Exam.]		
28.12.2019 Saturday	Economic and Commercial Laws (Module-I)	Tax Laws (Module-I) (OMR Based)	Corporate Restructuring, Valuation and Insolvency (Module - I)	Drafting, Pleadings and Appearances (Module - I)		
29.12.2019 Sunday	NO EXAMINATION	Financial and Strategic Management (Module-II) (OMR Based)	Ethics, Governance and Sustainability (Module - II)	Resolution of Corporate Disputes, Non-Compliances and Remedies (Module - II)		
30.12.2019 Monday	NO EXAMINATION	NO EXAMINATION	Elective 1 out of below 5 subjects (Module - III) [Open Book Exam.]			
			(i)	Banking Law and Practice	(i)	Banking - Law and Practice
			(ii)	Capital, Commodity and Money Market	(ii)	Insurance - Law and Practice
			(iii)	Insurance Law and Practice	(iii)	Intellectual Property Rights - Laws and Practices
			(iv)	Intellectual Property Rights - Law and Practice	(iv)	Forensic Audit
			(v)	International Business-Laws and Practices	(v)	Direct Tax Law and Practice
					(vi)	Labour Laws and Practice
					(vii)	Valuations and Business Modelling
		(viii)	Insolvency - Law and Practice			

3. USE OF CALCULATORS IN EXAMINATIONS

Candidates are allowed to bring and use their own battery operated, noiseless and cordless pocket calculators with not more than 6 functions, 12 digits and 2 memories. Exchanging/lending/borrowing of calculators among students is forbidden in the examination hall. Use of scientific calculators is strictly prohibited.

4. BAN ON USE OF MOBILE PHONE IN AND AROUND THE EXAMINATION CENTRE PREMISES

Candidates shall not bring/carry with them mobile phones, Scientific or programmable calculator, pager, blue tooth, laptop, palmtop, smart watch, health band or any other electronic device or gadget, books, printed or hand written material, costly items, etc., inside the examination centre premises. Candidates are therefore cautioned and advised in their own interest, not to carry any such banned items inside the examination centre premises.

Candidates carrying with them banned item(s) may not be allowed to enter in the examination hall/room premises. Any candidate, found in possession of such banned items in the examination hall/room shall be liable for willful violation of instructions to examinees and shall be tantamount to misconduct under Regulation 27 of the Company Secretaries Regulations, 1982, as in force.

However, the Institute or examination centre authorities shall neither in any way be responsible for arranging safe keeping and/or loss/damage of such items nor will entertain any complaint/correspondence in this regard.

5. HINDI AS AN OPTIONAL MEDIUM OF WRITING EXAMINATION

Candidates are allowed to use Hindi as an optional medium for writing all papers of Executive Programme (Old and New Syllabus) and Professional Programme (Old and New Syllabus) examinations on the following conditions:

- (i) Option of Hindi Medium for writing the examination is to be exercised for all papers of an examination OR a particular module of examination, [and not for any individual paper(s)] in the examination enrolment application form each time for appearing in the examination;
- (ii) Option of medium for writing examination once exercised is irrevocable for that particular session of examination;
- (iii) Answer books of candidates who write part of papers/answers in Hindi Medium and the remaining part in English Medium are liable to be cancelled without any notice;
- (iv) Candidates who have exercised option of writing in Hindi Medium in their examination enrolment form will be provided Question Papers printed both in English and Hindi version for three subjects of Module-II of Executive Programme (Old Syllabus) and two subjects of Module-II of Executive Programme (New Syllabus);

However, the Question Papers for Module-I of Executive Programme (New Syllabus) and Executive Programme (Old Syllabus) and all papers of Professional Programme (Old and New Syllabus) examinations will be printed in English language only;

- (v) If a candidate writes his/her answers in Hindi medium without exercising such an option in the examination enrolment application form, he/she may not be given credit for his/her answers;
- (vi) Candidates opting Hindi Medium for the examination must darken the relevant circle against HINDI on the cover page of Answer Book; and
- (vii) Candidates opting Hindi Medium for examination may write answers to practical questions, headings, quotations, technical and legal terms, sections, rules, etc., in English, if they so desire.

6. INSTRUCTIONS TO EXAMINEES – DECEMBER, 2019

PART-A

GENERAL INSTRUCTIONS

1. Immediately, after taking the print-out of the Admit Card from the website of the Institute www.icsi.edu, every candidate is advised to carefully verify all the particulars mentioned in his/her Admit Card, i.e. his/her Name, Photograph, Signature, Registration Number, Stage and Module(s) of Examination enrolled for,

Examination Centre (Name, Address, Code, etc.), Medium of Examination, Dates and Timings of Examination, Details of Paper-wise Exemption granted, Elective Subject in case of Professional Programme (Old & New syllabus), etc. In case of any discrepancy, the same must be brought to the notice of the Institute immediately at our support portal <http://support.icsi.edu>

2. Candidates are advised to carefully go through the “Instructions to Examinees” for their strict compliance. Since the particulars mentioned by the candidates on the OMR based cover page of the main answer book are to be read by a machine for result processing activities, any wrong information mentioned may affect the result of the candidate adversely and for that the Institute will not take any responsibility for rectifying such mistake(s).
3. Candidates should carry with them (i) Admit Card; and (ii) Student Identity Card to the Examination Centre every day for establishing their identity and securing admission to the examination, failing which they will not be allowed to enter the Examination Hall.
4. The Superintendent of Examination Centre and the Invigilators have been advised to verify the identity of each and every candidate at the time of entry into the Examination Hall and while taking candidate’s signature on the Attendance Sheet. Accordingly, each candidate must show his/her Admit Card and Student Identity Card to the Invigilator/Supervisory Staff on demand any time during the course of examination.
5. Candidates are advised to ensure that they are in possession of a valid Identity Card as downloaded from the individual online accounts at <https://smash.icsi.in> duly attested by the authorized official(s) of the Institute. In case, due to any reason, the photograph and signature of the student are not available in the downloaded Identity Card, the candidates should affix his/her photograph and put the signature on the downloaded Identity Card and get it attested by Gazetted Officer/Member of ICSI/Principal of Recognized School/Manager of Nationalised Bank. For any reason, if some of the candidates are not holding the Identity Card due to technical/ practical problems, they may bring any other Photo Identity Card issued by the Government Departments, viz. Passport, Driving Licence, PAN Card, UID Aadhaar Card, Voter Card, etc. to establish their identity *vis-à-vis* the particulars appearing in the Enrollment Details / Attendance Sheet. Please handover one identical photograph to the Superintendent of Examination Centre for affixing the same on the Attendance Sheet.
6. In case, due to any reason, the downloaded Admit Card does not bear the photograph of the examinee, the candidate should affix his/her photograph on the Admit Card and get it attested by Gazetted Officer/Member of ICSI, etc. and also bring Student Identity Card/other documents as specified above, as identification proof and also one identical photograph for submitting to the Superintendent of Examination Centre.
7. Provisionally registered students of Executive Programme 2017 (New Syllabus) were required to regularize their registration by submitting proof of passing Bachelor’s Degree Examinations within six months from the date of registration. Candidates who have not complied with the requirements are not eligible to appear in the Executive Programme 2017 (New Syllabus) examinations in December, 2019. In case any candidate manages to appear in the examinations without complying with the said requirement, the appearance and/or the result are liable to be cancelled.

8. The students of Executive and Professional Programme Stages under 2017 (New) Syllabus were required to successfully complete the Pre-Examination Test to become eligible for enrollment to December, 2019 Session of examinations. In case any candidate manages to appear in the examinations without complying with the said requirement, the appearance and/or the result shall be cancelled without further notice. Therefore, candidate(s) are advised to ensure that they have successfully completed Pre-Examination Test of relevant Module(s) of Executive or Professional Programme, as the case may be, to avoid complications at the time of appearing in the examination and declaration of results.
9. Candidates are advised to visit the venue of the examination centre beforehand to know about the exact location so as to avoid any inconvenience on the day of the examination.
10. Candidates will be allowed to enter into the Examination Hall **15 minutes** before the time specified for the commencement of examination and occupy their allotted seats in Examination Hall.
11. The candidates should leave for the examination centre well before the stipulated time keeping in view the weather, traffic conditions, etc. No candidate shall be allowed to enter the Examination Hall **after the expiry of half-an-hour of the commencement of examination** and no candidate shall be permitted to leave the Examination Hall until the **expiry of one hour** after the commencement of examination.
12. The seating arrangements of the candidates shall be displayed on the notice board at the entrance of the examination centre. Candidates will find their roll numbers written against the seats allotted to them at the examination hall/ room. They should occupy their allotted seats only.
13. In case before the examination or during the currency of examination, any situation arises, due to which special seating arrangement is required to be made on medical grounds, such candidate may submit his/her application to Joint Secretary, Directorate of Examinations along with copies of supporting documents for consideration. **No facility including special seating arrangement shall be granted by the examination centre without permission from the Institute.**
14. **Candidates are not required to appear in the paper(s) in which they have been granted paper-wise exemption as shown in the Admit Card as well as the Attendance Sheet. The exemption(s) as appearing in the Admit Card should match with the exemption(s) as shown in the Attendance Sheet.** In case of any discrepancy in regard to paper-wise exemption(s) shown in the Admit Card and/or any mismatch with the exemption(s) as appearing in the Attendance Sheet, it should immediately be brought to the notice of the Superintendent of Examination Centre and the Directorate of Student Services of the Institute in writing through our support portal <http://support.icsi.edu> for necessary clarification and confirmation. **However, exemption in any paper(s) of examination should not be assumed unless confirmed in writing by the Institute.**
15. **The paper-wise exemption in any paper(s) of the examination, once sought by the candidate and granted by the Institute remains valid and is printed in his/her Admit Card (Roll No.) and taken on record for computation of his/her results unless it is cancelled by the student by submitting a formal request to**

the Institute at the online portal <https://smash.icsi.in> after logging into the individual accounts of the students. Exemption once cancelled on student's request shall not be revived subsequently under any circumstances. Candidates fulfilling the eligibility conditions under 60% marks criteria have been granted exemption(s) in the respective papers and such exemption(s) has/have been shown in the Admit Card as well as the Attendance Sheet. The status of available exemptions is also available in the individual accounts of the students at: <https://smash.icsi.in>. Further, if such candidates appear in any paper disregarding the exemption granted as shown in the Admit Card, the exemption will be cancelled by the Institute without notice and shall not be revived under any circumstances.

16. It is reiterated that the paper-wise exemptions granted to the students are cancelled on submission of a formal request to the Institute at the online portal <https://smash.icsi.in> or in the event of reappearance in the respective papers by the students despite an endorsement reflecting the exemption granted in the Admit Card.
17. It may be noted that in some cases, the exemptions granted in accordance with the various provisions contained under the Regulations are inter-related with other exemptions granted and cancellation (or appearance) in any one of the papers may result in cancellation of exemptions in all the inter-related papers. For example, if a candidate has been granted paper-wise exemptions in three papers on the basis of scoring 64, 59, 57 & 10 marks respectively in the four papers contained under Module-I of Executive Programme in previous session and in case he/she appears or cancels the exemption in any one out of the three exempted papers having scored 60% marks in aggregate, all the three exemptions shall be cancelled since the exemption criteria in this case is applicable only if all the three papers are taken together. Such guidelines are equally applicable for the students of Professional Programme also. Candidates are, therefore, advised to be extremely careful while seeking cancellation or while appearing in the exempted papers, as the final result will be computed considering the actual marks scored on reappearance and/or the deemed absence in the papers as the case may be. In other words, candidates appearing in the exempted papers despite an endorsement to the effect in the Admit Card shall be doing so at their own risk and responsibility and the Institute may not be held responsible for any eventuality which may arise at a later date. In case of any doubt regarding the applicability of rules regarding the exemptions, students should invariably seek prior clarifications from the Institute by writing through our support portal <http://support.icsi.edu> before deciding on their own to appear in the examination of exempted subjects or seeking cancellation of exemptions granted.
18. Candidates who have switched over from Professional Programme 2007 Syllabus to Professional Programme 2012 Syllabus, have been granted additional paper-wise exemptions in Information Technology and Systems Audit Paper and/or Elective Subject(s) as the case may be, according to eligibility conditions defined under the modified switchover scheme. Wherever particular module(s) have been exempted on the basis of granting exemptions as per the modified switchover scheme, the combination of Module(s) in respect of candidates concerned have been suitably

modified and the candidates are advised to immediately point out discrepancies, if any.

19. If any candidate appears at a centre other than the centre indicated in his/her Admit Card, the answer book(s) of such a candidate is liable to be cancelled.
20. The medium of writing the examination for Executive Programme and Professional Programme (Old/New Syllabus) is English or Hindi as per the option exercised by the candidate and as indicated in the Admit Card. Candidates, who write some of the papers /answers in Hindi medium and some in English medium other than the opted one, will be treated as cancelled. In case of any doubt or discrepancy in Hindi language in the question paper, the English version of the questions shall prevail. Candidates should write the answer to the questions in the medium, i.e., English or Hindi as opted by them while enrolling for the examination.
21. All Question Papers will be provided in English language except the following three papers of the Executive Programme (Old Syllabus) and two papers of Executive Programme (New Syllabus) of Module -II, which will be provided in English with Hindi translation to those candidates who have opted Hindi Medium for writing their respective examinations and such Hindi Medium candidates must darken the circle against the column 'Medium of Writing – HINDI' on the cover page of their main Answer Book No.1:

Executive Programme- Module II (Old Syllabus)	Executive Programme- Module II (New Syllabus)
1. Company Accounts and Auditing Practices	1. Securities Laws and Capital Markets
2. Capital Markets and Securities Laws	2. Economic, Business and Commercial laws
3. Industrial, Labour and General Laws (OMR Based Examination)	

Such candidates should ensure that they received the question paper printed in Hindi language along with English version. In case the question paper in Hindi medium as opted by him/her is not received, the matter should be immediately brought to the notice of invigilator/centre superintendent for immediate action. No representations shall be entertained subsequently in this regard.

22. No candidate shall bring with him/her or carry with him/her any Book, Study Material, Handwritten or Printed Notes, Pieces of Paper (chits), Mobile Phone, Scientific or Programmable Calculator, Blue Tooth, Laptop, Palmtop, Smart Watch, Health Band or any other electronic device or gadget in the Examination Hall. The candidates are warned to remain prepared that in the event of suspicious behaviour of any examinee in the Examination Hall / Room/Premises, he/she would be searched / frisked to demonstrate that he / she does not possess any prohibited/objectionable item(s) with him/her.

23. Personal belongings including mobile phones are not allowed inside the examination room. **Candidates are advised not to bring valuable personal belongings to the examination venue and the Institute or examination centre shall not be responsible for arranging safe keeping of the item(s) brought to the examination centre or in case they are lost, damaged or stolen. No correspondence shall be entertained by the Institute in this regard.**
24. Candidates should refrain themselves from spreading rumours and hosting any material including examination on social media websites like, WhatsApp, Instagram, Facebook, YouTube, Twitter, etc. Any suspicious activity observed /rumours being spread, should immediately be brought to the notice of Joint Secretary (Examinations)/Centre Superintendent of nearby examination centre.
25. Candidates are required to write answers to Questions in their own handwriting with blue colour ink pen/ball-point pen. **Writing answers with red or green ink or any other colour ink is prohibited.** Accordingly, candidates are advised to bring their own pen for their use. Borrowing/lending/exchanging of any item with other candidate(s) during the examination in the Examination Hall/Room is prohibited.
26. Candidates are allowed to use their own battery operated noiseless and cordless ordinary calculator with not more than 6 functions, 12 digits and 2 memories. Use of programmable, scientific or printing model of calculators or calculators not conforming to above specifications shall not be permitted. Borrowing or exchanging of calculators or any other item/material shall not be permitted in the Examination Hall.
27. Irrespective of the use of calculator in the examination, candidates are advised to invariably show all important steps and working notes relating to solutions of practical problems along with their answers and rough work done marked as "ROUGH WORK TO QUESTION No." and scored off by drawing two parallel lines across such rough work.
28. On receipt of Question Paper, first of all, every candidate must write his/her Roll Number on the top of Question Paper at the specified space provided on the front page. Further, every candidate is required to satisfy himself/herself that he/she has received correct and complete Question Paper and also verify it with reference to the Question Paper Code, Examination Time-Table as given in the Admit card, and see that the total number of questions and printed pages as mentioned on the front page of the Question Paper are in order/complete in all respects.
29. In case any candidate has received a wrong question paper, i.e., question paper of a different subject/stage of the examination, he/she should immediately bring it to the notice of the invigilator/Centre Superintendent and get it replaced with the correct question paper. No extra time for writing such examination and also no representation in this regard shall be entertained subsequently.
30. Candidates are warned not to write anything on the Question Paper (except their Roll Number and tick mark [✓] for the questions attempted), Admit Card, Student Identity Card, etc. and not to take away anything(s)/paper(s) from the Examination Room/Hall other than copy of their own Question Paper, Admit Card, Student Identity Card, Scale, Pen and Calculator. Writing of hints, bullet points, short answers, etc., on Question Paper is strictly prohibited.

31. Candidates should write their Roll Number in words and figures inside the boxes and darken the corresponding OMR circles provided on the cover page of the main answer book in **blue or black ball point pen only** and nowhere else in the answer book including additional answer book(s). Any violation of this instruction will tantamount to adoption of unfair means and will attract punishment which may include debarring from appearing in the examination.
32. The Attendance Sheets contain the perforated 'Roll Number Barcode Stickers' for each day's paper for each candidate against his/her name. Before signing the Attendance Sheet on each day of examination, the candidate should remove the perforated 'Roll Number Barcode Sticker' of that particular paper from the Attendance Sheet and affix the same at the appropriate space in the box provided on the cover page of the main Answer Book. Since OMR machine will read the Roll Number, candidates should check and ensure that the Roll Number written in words, figures and circles darkened are correct. In case this information is filled wrongly, Institute will not take any responsibility for rectifying the mistake.
33. While affixing the 'Roll Number Barcode Sticker' on the space provided on the cover page of main Answer Book, it must be ensured by each candidate that the Roll Number Barcode Sticker belongs to him/her and it is related to that particular day's paper only. It must also be ensured that candidates sign the Attendance Sheet only after removal of the Roll Number Barcode Sticker and affixing it on the cover page of the Answer Book. This is to ensure that the candidate's signature on the Attendance Sheet does not cross over into the sticker and deface it.
34. Every candidate on each day of the examination must sign the attendance sheet in the appropriate column against his/her Roll No. and in no case shall leave the examination hall without signing the attendance sheet. Candidates are required to carefully fill-up relevant particulars such as Roll Number, Date of Examination, Stage of Examination, Name of Subject, Medium of Writing, No. of Answer Books used, etc., at the appropriate space and put their signature(s) within the box provided for the purpose on the cover page of main Answer Book.
35. Each candidate is required to maintain uniform pattern and style of his/her handwriting on answer book(s) as well as signature(s) in all correspondence with the Institute — particularly while signing his/her Attendance Sheet and on cover page of main Answer Book in the Examination Hall / Room with reference to his/her specimen signature appended on the Admit Card, Student Identity Card and Examination Enrolment Form.
36. Candidates should write answers on both sides of all pages of answer book(s) and use all pages of the main answer book before asking for additional answer book. In order to avoid wastage and possibility of misuse of answer book(s), candidates will be issued additional answer book only on demand after they have completely used the main answer book. Any attempt to tamper with the answer book(s) or tearing page(s) from the answer book(s) for any reason whatsoever, or taking them out of Examination Hall/ Room shall tantamount to misconduct punishable under the examination rules and regulations and shall entail stern disciplinary action.
37. Candidates are strictly advised not to write any irrelevant/extraneous matter, mention name, roll no, mobile no, make appeal to examiners for award of pass marks, write name or put signature in the examiner's/checker's column, use different colours of pen (other than blue/black), write criticism of question paper, make

religious symbols / sketches of God or salutation or invocation to God, etc., in the answer book(s). Candidates should not put a tick mark (\checkmark) or cross mark (X) or write question numbers on the front page table of the main answer book meant for the examiner. Violation of this instruction shall tantamount to use of unfair means and may lead to the cancellation of result as well as student registration.

38. No candidate should leave or will be allowed to leave the Examination Hall (i) within one hour of the commencement of examination; (ii) during last 15 minutes of the examination timing; (iii) without signing the Attendance Sheet; and (iv) without properly handing over his/her answer book(s) to the Invigilator.
39. **In case any candidate leaves the examination hall/room after the expiry of one hour but before two hours of commencement of examination, he/she should surrender his/ her question paper to invigilator and he/she shall not be entitled to claim it subsequently.**
40. Candidates must attempt questions in accordance with the directions as given on each Question Paper. If the questions are attempted in excess of the prescribed number, only the questions attempted first up to the required number will be valued and awarded marks and the remaining answer(s) will be ignored.
41. **Answer to each question must be started from a fresh page and all parts/sub-question(s) of that question should be attempted consecutively** and that the candidate must clearly and prominently mention the respective Question No. at the start of answer and draw parallel lines underneath the question number on the left-hand side margin of the page e.g., "Ans. to Q. No. ...". Candidates are advised not to write anything on the left-hand side margin of pages of answer books except Question No./Sub-Question No. nor should they leave any blank space(s)/page(s) in between the answers or answer book(s).
42. Candidate must put a cross mark (X) against the respective Question No.(s) attempted by him/her in the appropriate box provided on the cover page of the answer book to indicate that cross (X) marked question(s) have been attempted by him/her.
43. Candidates are expected to write to-the-point answers to the questions in neat and legible handwriting quoting relevant provisions of the Acts/Rules, citing case law in support of the answers wherever applicable, and be conversant with the amendments to the laws made up to six months preceding the date of examination.
44. Candidates shall not seek/ask for any clarification/interpretation/advice on any question(s)/question paper from the Centre Superintendent/Invigilators/General Observers on duty during the currency of examination. Such candidate/(s) can make a separate representation to the Institute after completion of examination on the same day or within seven days after the conclusion of examinations in its entirety.
45. Candidates should write their answers in legible manner. Any answer book containing bad and illegible handwriting is liable to be awarded "ZERO" marks by the examiner.
46. The additional answer book(s) should be fastened to the main Answer Book No.1, in such a manner that it lies flat when opened. The total number of answer book(s) used (including main answer book) must be clearly indicated on the cover page of the Answer Book No.1, e.g., 1 + 1 = 2 to denote use of one main answer book plus one additional answer book.

47. No candidate, without specific permission of the Superintendent/Invigilator, shall leave his/her seat during the course of examination. It shall be the personal responsibility of the candidate concerned appearing in the examination to properly fill-up all relevant particulars on the cover page of main answer book. On completion of examination or expiry of the prescribed examination timing, the answer books, even if the same is blank, must at once be handed over to the Invigilator on duty in his/her Room/Hall and the Invigilator's signature be obtained in the relevant column of acknowledgement printed on the Admit Card in token of having handed over his/her answer book(s). The Superintendents of Examination Centres have been advised to issue acknowledgement in the aforesaid manner, through the Invigilators, for submission of answer books by the candidates.
48. Any representation regarding omission to hand over the written answer book(s) and/or additional answer book(s) or not obtaining the acknowledgement from the Invigilator for handing over his/her answer book(s), for any reason whatsoever, shall not be entertained after the examination in that paper is over.
49. Any candidate attempting to copy or found copying or referring to or found in possession of any printed/handwritten material, notes, books, mobile phone or any electronic device etc., or exchanging notes or answer scripts with any other person or copying from the work of another candidate or writing answers in the answer book of any other candidate or answers got written by other candidate or person or allowing any other candidate to copy/refer to his/her work, helping or asking help from any other person in any manner or communicating by means of words, signs, gestures, codes, and other similar acts to exchange, impart or acquire relevant information in the examination hall/premises will be treated as adoption of unfair means in the examination. Similarly, any candidate found consulting, talking, whispering with any person in the Examination Hall/ Room or in the corridor/toilet within the premises of examination centre during the course of examinations shall be dealt with severely and punished sternly under the rules and regulations of the Institute.
50. The Superintendent of Examination has absolute power to expel a candidate from the Examination Hall/ Room if in his/her opinion the candidate has adopted /attempted to adopt unfair means for the purpose of answering the questions in examination or behaved in a disorderly manner in and around the Examination Hall/ Room or obstructed the Superintendent or invigilating staff in carrying out his/her duties or attempted to offer illegal gratification or attempted to apply undue influence or threat or blackmail any person connected with conduct of examination. A candidate so expelled, must before leaving the Examination Hall, submit to the Institute his/her explanation in writing through the Superintendent of Examination. Once a candidate is so expelled, he/she may not be allowed to appear in the remaining paper(s) of the examination. Over and above, for any such misconduct of grave nature, the candidate shall be subject to disciplinary action under the provisions of the Company Secretaries Regulations, 1982 and/or other appropriate legal action under the laws of the country and particulars of such candidates or cases will be suitably notified in the Institute's official bulletin/on Institute's website.

PART-B**SPECIFIC INSTRUCTIONS FOR OMR BASED EXAMINATION****FOR EXAMINEES OF EXECUTIVE PROGRAMME (OLD AND NEW SYLLABUS)**

1. With effect from December, 2019 session of examination, the Institute will also conduct OMR based examination for the three papers of CS Executive Programme (New Syllabus). Accordingly the examination in the following three subjects of the Executive Programme (Old Syllabus as well as New Syllabus) shall be held in OMR mode:

Sr. No.	Executive Programme (Old Syllabus)	Executive Programme (New Syllabus)
1.	Cost and Management Accounting (<i>Module-I</i>)	Corporate and Management Accounting (<i>Module -II</i>)
2.	Industrial, Labour and General Laws (<i>Module -II</i>)	Tax Laws (<i>Module-I</i>)
3.	Tax Laws and Practice (<i>Module -I</i>)	Financial and Strategic Management (<i>Module -II</i>)

Examination for the above three papers of Executive Programme (Old Syllabus) will be held on 20th, 21st and 23rd December, 2019 and for Executive Programme (New Syllabus) on 27th, 28th and 29th December, 2019 respectively.

2. The candidates will be provided a Question Paper Booklet and an OMR answer sheet for answering the questions.
3. The candidate must write the 6 digit Roll Number as allotted to him/her and printed in the Admit Card, on OMR Answer Sheet in boxes and darken appropriate circles with **Blue/Black Ball Point Pen**. Similarly, write Question Paper Booklet Number and also the Question Paper Booklet Code, viz. A or B or C or D as the case may be, Subject Code and Exam Centre Code on OMR Answer Sheet. The candidate should not write his/her name, Registration Number and also not to make any noting/scribbling on the OMR Answer Sheet and Question Paper Booklet except in the space provided for rough work. In case any candidate fills in the information wrongly, the Institute will not take any responsibility of rectifying the mistake. The Question Paper Booklet Code as darkened by the candidate will be final and the result will be processed on the basis of the circle darkened by him/her.
4. Candidates must correctly fill in the Question Paper Booklet Code (as mentioned on the top of the Question Paper Booklet) in the OMR Answer Sheet, as the same will be considered final for result computation. Candidates not filling the Question Paper Booklet Code will not be awarded any marks.

5. Question paper booklets for the OMR based examination in respect of the following subjects/papers shall be provided in English language only:

<i>Sr. No.</i>	<i>Executive Programme (Old Syllabus)</i>	<i>Executive Programme (New Syllabus)</i>
1.	Cost and Management Accounting	Corporate and Management Accounting
2.	Tax Laws and Practice	Tax Laws
3.	- - -	Financial and Strategic Management

However, candidates of Module II of Executive Programme (Old Syllabus) who opt for writing the examination in Hindi medium shall be provided question paper booklet of Industrial, Labour and General Laws (Module-II) paper in English along with its Hindi version. However, OMR Answer sheets for all the subjects would be provided in English language only.

6. Candidates should not open the seal of the Question Paper Booklet before the time specified for the commencement of the examination.
7. Every candidate is required to satisfy that the Question Paper Booklet given is of the medium opted by him/ her and contains the number of pages as printed on the cover page of the booklet. In case of any discrepancy, he/she should ask for replacement of the Question Paper Booklet immediately.
8. The OMR Answer Sheet contains the serial number of questions as given in the Question Paper Booklet. Against each question number, there are four circles marked as A, B, C, and D which correspond to the four answer options of which one is to be darkened on the OMR Answer Sheet only. No marking should be done on the Question Paper Booklet.
9. Candidates are required to sign on the OMR Answer Sheet and Attendance Register/Sheet in the same manner as they have signed in their application form and Admit Card. Before signing the Attendance Sheet, candidate should remove the "Barcode Sticker" of that particular paper from the Attendance Sheet and affix the same vertically in the space provided on the OMR Answer Sheet.
10. The Question Paper Booklet will consist of 100 Multiple Choice Questions (MCQ's). Each question will be of one mark and for every question, four answer options designated as A, B, C and D are given in the Question Paper Booklet. The candidate is required to select one amongst the options corresponding to the question as his/her correct answer and darken the circle i.e. A or B or C or D as the case may be, to be the answer in the OMR Answer Sheet **with Blue/Black ball point pen only. Use of pencil is prohibited for darkening the circle.**

Example:

Marking the answers	
<p>Correct Method:</p> <p>For Question No. 10, if the candidate considers the correct answer to be C, he/she has to mark as shown below:</p> <p>10 (A) (B) ● (D)</p>	<p>Wrong method:</p> <p>Do not mark as shown below:</p> <p>10 (A) (B) √ (D)</p> <p>10 (A) (B) x (D)</p> <p>10 (A) (B) ● (D)</p> <p>10 (A) (B) ● (D)</p> <p>10 (A) ● ● (D)</p>

11. For each correct answer one mark will be awarded. There will be negative marking for wrong answers. **The negative marking will be applied in the ratio of 1: 4, i.e. deduction of one (1) mark for every four (4) wrong answers or proportion thereof, i.e., 0.25 mark** for each wrong answer and total marks obtained by the candidates would be rounded up to next whole number. Further, the negative marks would be limited to the extent of marks secured for correct answers so that no candidate shall secure less than zero mark in the subject concerned.
12. Multiple darkened circles for a question will be treated as wrong answer. For question/(s) not answered i.e. blanks, no marks will be given or deducted.
13. Candidate has no option to change/alter/erase the answer once he/she has answered the question by darkening the circle. Therefore, before darkening the circle corresponding to the question number he/she is advised to ensure the correctness/authenticity of the answer. Use of white/correction fluid, eraser, blade, etc. is not allowed on the OMR Answer Sheet.
14. The candidate will be required to surrender the OMR Answer Sheet at the conclusion of each session of examination against acknowledgement by the Invigilator on the admit card.
15. Candidates may bring a card board or clip board on which nothing has been written so as to avoid any difficulty in darkening the circles in OMR Answer Sheet as the tables/furniture provided in the examination hall may or may not have even or smooth surface.

NOTE: Infringement of any of these instructions (Part A and Part B) shall render the candidates liable for disciplinary action which could lead to cancellation of results of the examination and/or studentship registration under the Company Secretaries Regulations, 1982 as in force.

SMOKING, CHEWING OF TOBACCO, BETEL, INTOXICANT, CARRYING OR USE OF MOBILE PHONE/ELECTRONIC DEVICE, ETC., IS TOTALLY BANNED INSIDE THE EXAMINATION ROOM / HALL / CENTRE PREMISES.



THE INSTITUTE OF
Company Secretaries of India

OMR ANSWER SHEET

(USE BLUE/BLACK BALL POINT PEN ONLY)

EXECUTIVE PROGRAMME EXAMINATION

OMR Sheet No.

Date of Examination (DD/MM/YYYY)

How to mark answers:

CORRECT METHOD
A ● C ○

WRONG METHOD(S)

X ⊗ ⊙ ⊚

Roll Number (in words)

.....

Subject

.....

Roll Number

1 1 1 1 1 1
2 2 2 2 2 2
3 3 3 3 3 3
4 4 4 4 4 4
5 5 5 5 5 5
6 6 6 6 6 6
7 7 7 7 7 7
8 8 8 8 8 8
9 9 9 9 9 9
0 0 0 0 0 0

Question Paper Booklet No.

1 1 1 1 1 1
2 2 2 2 2 2
3 3 3 3 3 3
4 4 4 4 4 4
5 5 5 5 5 5
6 6 6 6 6 6
7 7 7 7 7 7
8 8 8 8 8 8
9 9 9 9 9 9
0 0 0 0 0 0

Question Paper Booklet Code

A ○
B ○
C ○
D ○

Medium

ENGLISH (E)
HINDI (H)

BAR CODE STICKER

↑

Affix Barcode Sticker as provided in the Attendance Sheet, vertically in the space provided above.

Subject Code
(As per Admit Card)

CMA - 322 (1)
TLP - 324 (2)
ILGL - 327 (3)
TL - 424 (4)
CMA - 426 (5)
FSM - 428 (6)

Exam Centre Code
(As per Admit Card)

1 1 1 1
2 2 2 2
3 3 3 3
4 4 4 4
5 5 5 5
6 6 6 6
7 7 7 7
8 8 8 8
9 9 9 9
0 0 0 0

(For details See Overleaf)

Q.No.	Answer	Q.No.	Answer
1	A B C D	51	A B C D
2	A B C D	52	A B C D
3	A B C D	53	A B C D
4	A B C D	54	A B C D
5	A B C D	55	A B C D
6	A B C D	56	A B C D
7	A B C D	57	A B C D
8	A B C D	58	A B C D
9	A B C D	59	A B C D
10	A B C D	60	A B C D
11	A B C D	61	A B C D
12	A B C D	62	A B C D
13	A B C D	63	A B C D
14	A B C D	64	A B C D
15	A B C D	65	A B C D
16	A B C D	66	A B C D
17	A B C D	67	A B C D
18	A B C D	68	A B C D
19	A B C D	69	A B C D
20	A B C D	70	A B C D
21	A B C D	71	A B C D
22	A B C D	72	A B C D
23	A B C D	73	A B C D
24	A B C D	74	A B C D
25	A B C D	75	A B C D
26	A B C D	76	A B C D
27	A B C D	77	A B C D
28	A B C D	78	A B C D
29	A B C D	79	A B C D
30	A B C D	80	A B C D
31	A B C D	81	A B C D
32	A B C D	82	A B C D
33	A B C D	83	A B C D
34	A B C D	84	A B C D
35	A B C D	85	A B C D
36	A B C D	86	A B C D
37	A B C D	87	A B C D
38	A B C D	88	A B C D
39	A B C D	89	A B C D
40	A B C D	90	A B C D
41	A B C D	91	A B C D
42	A B C D	92	A B C D
43	A B C D	93	A B C D
44	A B C D	94	A B C D
45	A B C D	95	A B C D
46	A B C D	96	A B C D
47	A B C D	97	A B C D
48	A B C D	98	A B C D
49	A B C D	99	A B C D
50	A B C D	100	A B C D

- INSTRUCTIONS TO CANDIDATES**
- There shall be negative marks for wrong answers.
 - Use Only Blue/Black Ball Point Pen to fill-in the boxes and darken the appropriate Circles.
 - Write and darken correct Question Paper Booklet Code, viz. A or B or C or D carefully as the same will be taken as final for evaluation.
 - In case any candidate fills in any information wrongly, the Institute will not take any responsibility to rectify the same.
 - Darken one circle only for the answer which you consider to be correct against the corresponding question number.
 - Candidates are not allowed to change / alter / erase the answers, once darkened, with white / correction fluid, eraser, blade, etc.
 - Please do NOT make any stray marks on the answer sheet.
 - Rough work must NOT be done on the answer sheet.
 - As this OMR Answer Sheet is to be read by machine, do not fold or damage its edges.
- (CONTD. OVERLEAF.....)

FOR ICSI OFFICE USE ONLY

Signature of Candidate with Date

Signature of Invigilator with Date

INSTRUCTIONS TO CANDIDATES (CONTD.....)

10. Candidate should write his/her Roll Number in words in the allotted space. The Roll Number should also be written in figures in the boxes and appropriate circles be darkened.
11. Before signing the Attendance Sheet, candidate should remove the “Barcode Sticker” of that particular paper from the Attendance Sheet and affix the same vertically in the space provided on the OMR Answer Sheet.
12. Candidates are required to fill-up relevant particulars and / darken the relevant circles such as Date of Examination, Subject, Question Paper Booklet No. and Question Paper Booklet Code (A, B, C or D) as printed on the Question Paper Booklet, Subject Code, Examination Centre Code and Medium of Examination at the appropriate boxes/space on the OMR Answer Sheet. Candidates wrongly darkening/not filling in or wrongly filling in any of the information as stated above, their answer sheet shall be liable to be rejected.
13. Candidates shall use **only blue or black ball point pen** for writing the particulars and darkening the circles. They should not use gel or ink pen.
14. Negative marking for wrong answers attempted by the Candidates will be applied in the ratio of 1:4, *i.e.*, deduction of one (1) mark for every four (4) wrong answers.
15. Candidates should not change, alter or erase their answers once darkened. Hence before darkening the circles corresponding to the question number, they are advised to ensure the correctness/authenticity of the answer.
16. Candidates must duly handover the OMR Answer Sheet to the Invigilator before leaving the Examination Hall and the invigilator’s signature be obtained in the Admit Card as an acknowledgement of the same.
17. **Carrying mobile phones, pagers, any kind of communication device(s), books, printed or handwritten materials, etc. are totally banned inside the Examination Hall/Room/Premises.**
18. Any candidate found in possession of any banned item(s) (as stated above) inside the Examination Hall/Room/Premises will be deemed to have willfully infringed the “Instructions to Examinees” amounting to misconduct and liable to be expelled.
19. Candidate’s eligibility to appear in any paper(s) and / or examinations shall be subject to the provisions of the Company Secretaries Regulations, 1982, as in force.
20. Subjects and their codes for OMR based examination are as under:

SUBJECT	STAGE OF EXAMINATION	SUBJECT CODE	MODULE
(i) Cost and Management Accounting	Executive Programme (Old Syllabus)	CMA-322	I
(ii) Tax Laws and Practice	Executive Programme (Old Syllabus)	TLP-324	I
(iii) Industrial, Labour and General Laws	Executive Programme (Old Syllabus)	ILGL-327	II
(iv) Tax Laws	Executive Programme (New Syllabus)	TL-424	I
(v) Corporate and Management Accounting	Executive Programme (New Syllabus)	CMA-425	II
(vi) Financial and Strategic Management	Executive Programme (New Syllabus)	FSM-428	II

7. GRANT OF FACILITY OF WRITER'S HELP/EXTRA TIME TO PHYSICALLY DISABLED CANDIDATES IN CS DECEMBER, 2019 EXAMINATIONS

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 application 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.icsi.edu at the URL given below:

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

8. ANNOUNCEMENTS

I) ATTENTION TO THE EXAMINEES APPEARING IN EXECUTIVE PROGRAMME EXAMINATION UNDER NEW SYLLABUS (SYLLABUS - 2017)

Candidates are requested to take note of the following in respect of their examination:

1. Schedule of Examination

The next examination for the Executive Programme under the New Syllabus (Syllabus – 2017) shall be held from 20th December to 30th December, 2019 for the following papers:

Module - I

1. Jurisprudence, Interpretation and General Laws
2. Company Law
3. Setting up of Business Entities and Closure
4. Tax Laws

Module – II

5. Corporate and Management Accounting
6. Securities Laws and Capital Markets
7. Economic, Business and Commercial Laws
8. Financial and Strategic Management.

Examination Time-Table has been published in the Student Company Secretary e-bulletin and also hosted on the website of the Institute.

2. Mode of Examination

Hitherto, the Institute has been conducting descriptive mode of examination for all subjects/papers of Executive Programme (New Syllabus - 2017). However, the Council of the Institute decided to conduct OMR based examination for the following three subjects of the CS Executive Programme (New Syllabus – 2017) with effect from December, 2019 session of examination:

<i>Sr. No.</i>	<i>Subjects</i>	<i>Module</i>
1.	Tax Laws	I
2.	Corporate and Management Accounting	II
3.	Financial and Strategic Management	II

However, in the following remaining five subjects of Executive Programme (New Syllabus - 2017), candidates would continue to be examined through descriptive examination:

Sr. No.	Executive Programme (New Syllabus -2017)	Module
1.	Jurisprudence, Interpretation and General Laws	I
2.	Company Law	I
3.	Setting up of Business Entities and Closure	I
4.	Securities Laws and Capital Markets	II
5.	Economic, Business and Commercial Laws	II

3. Structure of Question Papers

In OMR based examination, each paper shall be of three hours duration having 100 Multiple Choice Questions (MCQs) of one mark each with four answer options out of which the candidates shall be required to choose one correct answer option in the prescribed manner. However, the Question papers for the subjects where the examination is in descriptive mode shall contain both theoretical and practical questions as per the nature of the subjects.

4. Availability of Question paper printed in Hindi Medium

Candidates should write their examination either in English or Hindi language as per their option of medium for writing the examination. Question papers of the following subjects of Module II shall be made available in Hindi medium along with English version for those candidates who have opted for writing their examination in Hindi medium:

1. Securities Laws and Capital Markets
2. Economic, Business and Commercial Laws.

However, question papers/question paper booklets of the following subjects shall be provided to all candidates in English language only:

Sr. No.	Executive Programme (New Syllabus -2017)	Module
1.	Jurisprudence, Interpretation and General Laws	I
2.	Company Law	I
3.	Setting up of Business Entities and Closure	I
4.	Tax Laws	I
5.	Corporate and Management Accounting	II
6.	Financial and Strategic Management	II

Candidates who have enrolled with the option to write the examination in Hindi medium should write their answers in Hindi language only.

II) OMR BASED EXAMINATION IN THREE SUBJECTS OF CS EXECUTIVE PROGRAMME (OLD SYLLABUS - 2012 AND NEW SYLLABUS—2017)

1. The Institute has been conducting OMR based Examination in the following three subjects of the CS Executive Programme (Old Syllabus - 2012) with effect from December, 2014 session of Examination:

<i>Sr. No.</i>	<i>Subjects</i>	<i>Module</i>
1.	Cost and Management Accounting	I
2.	Tax Laws and Practice	I
3.	Industrial, Labour and General Laws	II

2. Hitherto, the Institute has been conducting descriptive mode of examination for all subjects/papers of Executive Programme (New Syllabus - 2017). However, the Council of the Institute has decided to conduct OMR based examination for the following three subjects of the CS Executive Programme (New Syllabus - 2017) with effect from December, 2019 session of examination:

<i>Sr. No.</i>	<i>Subjects</i>	<i>Module</i>
1.	Tax Laws	I
2.	Corporate and Management Accounting	II
3.	Financial and Strategic Management	II

3. In the above subjects, candidates' knowledge, competency and proficiency would be examined through objective type Multiple Choice Questions (MCQs) under OMR mode of examination. However, in the following remaining four subjects of Executive Programme, (Old Syllabus - 2012) and five subjects of Executive Programme (New Syllabus - 2017), candidates would continue to be examined through descriptive mode of examination:

<i>Sr. No.</i>	<i>Executive Programme (Old Syllabus -2012)</i>	<i>Executive Programme (New Syllabus -2017)</i>
1.	Company Law	Jurisprudence, Interpretation and General Laws
2.	Economic and Commercial Laws	Company Law
3.	Company Accounts and Auditing Practices	Setting up of Business Entities and Closure
4.	Capital Markets and Securities Laws	Securities Laws and Capital Markets
5.		Economic, Business and Commercial Laws

4. In OMR based examination, each paper shall be of three hours duration having 100 Multiple Choice Questions (MCQs) of one mark each. The questions shall be of average, above average and difficult level covering the entire syllabus. In case, the syllabus of any paper is divided into different Parts, i.e., Part - A, Part - B, etc., requisite number of questions shall be asked from the respective Part corresponding to the weightage of marks as prescribed in the syllabus.
5. Each question shall contain four answer options and the candidate shall be required to select one option as his/her correct answer and mark in the OMR answer sheet by darkening the respective circle with blue/black ball point pen.
6. Negative marks shall be applied for wrong answers attempted by the candidates in the ratio of 1: 4, i.e. deduction of one (1) mark for every four (4) wrong answers or proportion thereof, i.e., 0.25 mark for each wrong answer and total marks obtained by the candidates in such papers would be rounded up to next whole number. Further, the negative marks per paper would be limited to the extent of marks secured for correct answers so that no candidate shall secure less than zero mark in the above subjects.
7. Question paper booklets for the OMR based examination in respect of the following subjects/papers shall be provided in English language only :

Sr. No.	Executive Programme (Old Syllabus -2012)	Executive Programme (New Syllabus -2017)
1.	Cost and Management Accounting	Tax Laws
2.	Tax Laws and Practice	Corporate and Management Accounting
3.		Financial and Strategic Management

However, candidates of Module II of Executive Programme (Old Syllabus – 2012) who opt for writing the examination in Hindi medium shall be provided question paper booklet of Industrial, Labour and General Laws (Module-II) paper in English along with its Hindi version. However, OMR Answer sheets for all the subjects would be provided in English language only.

8. Previous sessions question papers of OMR based examination in the respect of the three subjects of Executive Programme (Old Syllabus) are available on the website of the Institute for the reference of the students. Detailed instructions for appearing in OMR based examination would be hosted on the website of the Institute as well as published in the Student Company Secretary e-journal and provided along with the e-Admit Card of the candidates.

Attention Students !!**CORPORATE COMPLIANCE EXECUTIVE CERTIFICATE FOR STUDENTS**

The Institute launched the 'Corporate Compliance Executive Certificate' in terms of Chapter IVA (Regulation 28A & 28B) of the Company Secretaries Regulations, 1982 on 4th October, 2013.

ELIGIBILITY FOR AWARD OF CORPORATE COMPLIANCE EXECUTIVE CERTIFICATE

A person who –

- is currently registered as a student of the Company Secretaryship course of the Institute;
- has completed at least one group of the Intermediate/Executive Programme Examination of the Company Secretaryship Course, and
- has completed a training of Six months under Regulation 28A of the Company Secretaries Regulations, 1982, which may include skill oriented practical/class room training for two weeks.

PROCEDURE

An eligible student may apply for award of Corporate Compliance Executive Certificate by submitting an application in specified format (available on the website of the Institute www.icsi.edu), after making payment of a fee of Rs. 2000 (two thousand only), either in cash (at counters of the Institute across the county) or by way of Demand Draft in favour of 'The Institute of Company Secretaries of India' payable at New Delhi.

STATUS OF HOLDER OF CORPORATE COMPLIANCE EXECUTIVE CERTIFICATE

- The student who is awarded **Corporate Compliance Executive Certificate** of the Institute shall be entitled to use the descriptive letters "Corporate Compliance Executive".
- The grant of Certificate of **Corporate Compliance Executive Certificate** shall not confer on the Corporate Compliance Executive the rights of a member, nor entitle him to claim membership of the Institute.

VALIDITY OF CERTIFICATE

- The Corporate Compliance Executive certificate is valid for a period of three years (financial years) and is renewable on completion of four Programme Credit Hours (PCH) and payment of requisite fee as the Council may determine from time to time.

OTHER DETAILS

- The student shall have to complete the course of Corporate Compliance Executive Certificate including the training requirements within the registration period.
- The student having awarded the Corporate Compliance Executive Certificate may continue to pursue the regular Company Secretaryship course if he so desires.
- Except to the extent provided in this Chapter IVA (Regulations 28A & 28B) of the Company Secretaries Regulations, 1982 or as decided by the Council from time to time, regulations in Chapter IV and VI relating to 'Registered Students' and 'Examinations' shall mutatis-mutandis apply to the 'Corporate Compliance Executive Certificate Course'.
- A student after having awarded the Corporate Compliance Executive Certificate shall secure four Programme Credit Hours (PCH) for renewal of Corporate Compliance Executive Certificate.
- There shall be no exemption from training.

**Brochure and application form are available at CCEC section on website of the Institute www.icsi.edu.
For queries please write at ccec@icsi.edu or contact on phone number 0120-4082135.**

Attention Students !!

LICENTIATE - ICSI

Regulation 29 & 30 under Chapter-V of the Company Secretaries Regulations, 1982 provides for Licentiate ICSI.

ELIGIBILITY FOR AWARD OF LICENTIATE ICSI

A person who –

- has completed the Final examination or Professional Programme examination conducted by the Institute may, within six months from the date of declaration of results in which he has passed the Final examination or Professional Programme examination can apply for enrollment as a licentiate
- the Council, however, may condone the delay in applying for licentiateship by any person for reasons to be recorded in writing.

PROCEDURE

An eligible student may apply for enrollment as Licentiate ICSI by submitting an application in prescribed form ST-8 alongwith annual subscription of Rs. 1000/- in cash (at counters of the Institute across the country) or by way of Demand Draft in favour of 'The Institute of Company Secretaries of India' payable at New Delhi along with copies of date of birth, professional programme pass certificate and graduation certificate/foundation pass certificate duly attested by any member of the Council/Regional Council/Satellite Chapter of the Institute or any Officer of the Institute.

STATUS OF LICENTIATES

- The person enrolled as a Licentiate of the Institute shall be entitled to use the descriptive letters "Licentiate ICSI" to indicate that he has qualified in the Final examination or Professional Programme examination of the Institute.
- The grant of licentiateship shall not confer on such licentiate any rights of a member nor entitle him to claim any form of membership of the Institute or its Regional Council or Chapter, as the case may be.
- The licentiate may be permitted to borrow books from the library of the Institute, Regional Council or Chapter or participate in the activities of the Institute, its Regional Council or Chapter as the case may be, subject to such conditions as may be imposed by the Council, Regional Council or Chapter, as the case may be.

VALIDITY OF CERTIFICATE

- A licentiate shall not ordinarily be eligible to renew his enrolment for more than five years after passing the Final Examination or Professional Programme examination.

OTHER DETAILS

- The Licentiate will be provided Chartered Secretary Journal of the Institute free of cost.
- The student enrolled as a Licentiate ICSI may apply for ACS Membership on attaining the eligibility for ACS by surrendering his Licentiateship.
- A Licentiate may apply in the prescribed form for exemption from training requirements (except MSOP) along with the requisite documents of work experience. eMSOP can be undergone through online mode by the eligible candidates for acquiring ACS Membership.
- The annual licentiate subscription becomes due and payable on the first date of April every year and non-payment of annual subscription on or before the thirtieth of June of a year shall disentitle the person to use the descriptive letters "Licentiate ICSI" from 1st July of that year, until his annual subscription for the year is received by the Institute.
- The name of the person so disentitled shall be published in the Journal.

For queries, please write at licentiate@icsi.edu or contact on phone number 0120-4082136.

News from Region

EIRC

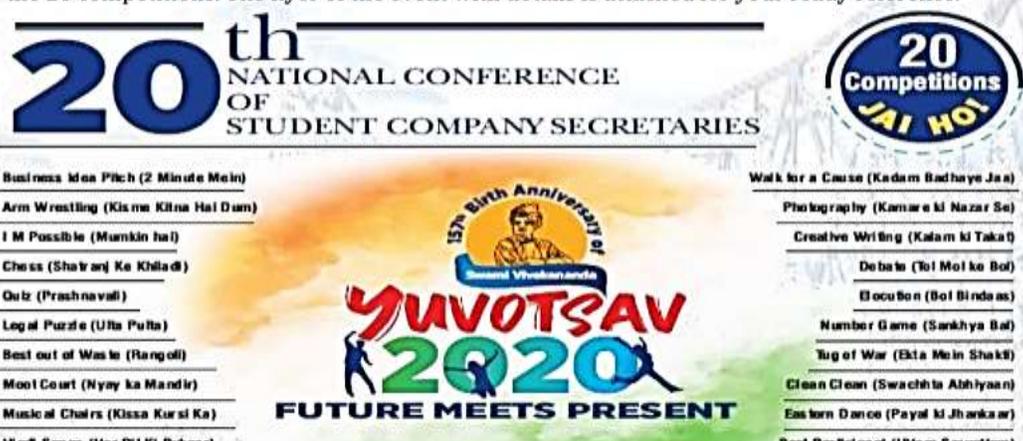


**THE INSTITUTE OF
Company Secretaries of India**
भारतीय कम्पनी सचिव संस्थान
IN PURSUIT OF PROFESSIONAL EXCELLENCE
Statutory body under an Act of Parliament
(Under the jurisdiction of Ministry of Corporate Affairs)

**EASTERN
INDIA
REGIONAL
COUNCIL**

Dear Students of EIRC of ICSI,

The journey of preparations of the 20th National Students Conference - YUVOTSAV 2020, scheduled to be held on 20th January, 2020 at Kolkata has started. ICSI-EIRC will also be nominating its team of students for all the 20 competitions. The flyer of the event with details is attached for your ready reference.



<p>Business Idea Pitch (2 Minute Mein)</p> <p>Arm Wrestling (Kisna Kisna Hai Dum)</p> <p>I M Possible (Mumkin hai)</p> <p>Chess (Shatranj Ke Khiladi)</p> <p>Quiz (Prashnavali)</p> <p>Logic Puzzle (Utha Pulta)</p> <p>Best out of Waste (Rangoli)</p> <p>Moot Court (Nyay ka Mandir)</p> <p>Musical Chairs (Kissa Kursi Ka)</p> <p>Hindi Songs (Har Dil Ki Pukaar)</p>	<p>Walk for a Cause (Kadam Badhaye Jaa)</p> <p>Photography (Kansare ki Nazar Se)</p> <p>Creative Writing (Kalam ki Takat)</p> <p>Debate (Toi Mote ke Bol)</p> <p>Education (Bol Bindas)</p> <p>Number Game (Sankhya Bal)</p> <p>Tag of War (Ekta Mein Shakti)</p> <p>Clean Clean (Swachhta Abhiyaan)</p> <p>Eastern Dance (Payal ki Jhankaar)</p> <p>Best Participant (Uttam Sarvottam)</p>
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Main Event - 17th January, 2020 (Sunday) | Prelims & Off Stage Competitions - 11th January, 2020 (Saturday) | Venue - Kolkata (City of Joy)

Fees : Early Bird (upto 20.12.2019) For Students of ICSI – Rs.500/- Others Rs.900/- (Thereafter Rs.600/- & Rs.1000/-)

8 PDP Hours
for
every Student
Delegate

Certificate
of Participation
to every
Delegate

Individual
Certificate/
Prize for all
Winners

Revolving
Trophies
for Champion
Chapters &
Region

Unique
Memento
for every
Delegate

All are requested to register as delegate at this Link:
<https://www.icsi.in/student/DelegateRegistration/tabid/137/ctl/DelegateRegistration/mid/454/EventId/84/Default.aspx>

Those students who wish to participate in various competitions as Team EIRC may submit their details at the Link below. The cut-off date for registration for participation is 20th December, 2019:
https://docs.google.com/forms/d/e/1FAIpQLSfRzLEjxIPZifzyCP9Lkngfk-mYE1_uAzyS-1KqCWv_3WWg/viewform?vc=0&c=0&w=1

EIRO will update further details to them.

With Best Wishes,

CS Rajesh Chura
Chairman

CS Anil Dubey
Secretary

ICSI Vision
"To be a global leader in promoting good corporate governance"

ICSI Motto
साचं चद्रं चर्म चद्रं। सच्चां चद्रं चर्म चद्रं।

ICSI Mission
"To develop high calibre professionals facilitating good corporate governance"

Connect with ICSI

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

<https://www.linkedin.com/in/the-institute-of-company-secretaries-of-india-ICSI-a958999102/recent-activity/>



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IN PURSUIT OF PROFESSIONAL EXCELLENCE
Statutory body under an Act of Parliament
(Under the jurisdiction of Ministry of Corporate Affairs)



CLASS

ROOM

TEACHING

FOR JUNE, 2020 EXAMS

**FOUNDATION, EXECUTIVE
AND PROFESSIONAL
PROGRAMME**

Foundation Programme

Fee: ₹ 5,000/-

Executive Programme

Module I	Module II	Both Module
Fee: ₹ 8,000/-	Fee: ₹ 8,000/-	Fee: ₹ 15,000/-

Professional Programme

Module I	Module II	Both Module
Fee: ₹ 8,000/-	Fee: ₹ 8,000/-	Fee: ₹ 15,000/-

**FREE
LIBRARY
FACILITY**

Induction Class
will be held on

15th October, 2019

for newly registered
students of Foundation
& Executive Programme.

- Students having annual family income of less than ₹ 2,50,000/- may get sponsorship (subject to approval from respective external organization).
- 10% discount on executive fee for students who cleared foundation exam with 60%.

- ◇ Excellent Classroom teaching by Experienced Faculties;
- ◇ Facility of LCD Projectors in Class rooms;
- ◇ Guidance talk by Visiting / Guest Faculties;
- ◇ Periodic Class Tests for evaluation;
- ◇ Tips and Guidance by Experts for Preparation of CS Examinations;
- ◇ Parent Teacher Meet at regular intervals and Sharing of Progress of the Students;
- ◇ All classes will be at ICSI-EIRC House hence students will be in touch with the Institute and well aware of the developments regarding training programme.

**Online
Pre-exam Test is
exempted For
CRT Students**

For further details,
please contact

CS Suruchi Verma

cs.suruchiverma@gmail.com

Mr. S Sreejesh

Assistant Director
s.sreejesh@icsi.edu

Ms. Rukmini Nag

rukmini.nag@icsi.edu

Address: ICSI- EIRC HOUSE 3A, Ahiripukur 1st Lane, Kolkata- 700019

Phone: (033) 22902178/22901065



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EASTERN
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COUNCIL

ICSI-EIRC LIBRARY

E-Library
Facility
Available

Dear Students & Members,

Keeping in view for the benefit of Students & Members the EIRC of ICSI is promoting the revamped Library at ICSI-EIRC, House. The EIRC library is equipped with English and Hindi News Papers, Latest Books, Reference Materials & Subscriptions of Leading Journals. You all are requested to please come forward with the suggestions for new inclusions.

Books Available

⊙ ICSI Publications ⊙ ICSI Study Materials ⊙ Books on Case Laws ⊙ Bare Acts ⊙
Taxation ⊙ Scanners ⊙ Reference Books ⊙ Guideline Answers ⊙ Chartered Secretary

Library facilities is open from 10:30am to 6:30pm on working days

Particulars	Securities Deposit	Annual Subscription	Documents
Students	Rs.500/-	Rs.200/-	Student's / Member's ID Card & 2 Passport size photograph
Member	Rs.2500/-	Rs.200/-	
OTC Students	Rs.500/-	Exempted	

Terms & Conditions:-

- Two books from the general section will be issued at a time for two weeks.
 - If the issued book is not returned by the due date, the library member may be required to pay a fine of Rs.5/- for each day of default.
 - Where a book is lost or damaged current publisher's price and a surcharge of not exceeding 25% of the price to meet the cost of acquisition shall be charged.
- The security deposit shall be refundable on cessation of membership of library provided there is no book standing in the name of the person and there are no outstanding dues.
- The annual library subscription once paid shall not be refunded under any circumstances.
- The library membership shall be valid for the financial year and may be renewed on the 1st of April each year by paying annual fee.
- Each member of the Library shall observe necessary and due care while handling books and other material.
- Members or readers shall maintain strict discipline inside and around the Library and conduct themselves in a manner conducive to congenial atmosphere for study.
- Every member of the library shall intimate in writing, changes if any, in his/her professional or residential address and contact number or status i.e. a registered student becoming a licentiate or member or a licentiate becoming a member of the Institute within 14 days

For further details and registration, please contact:

Ms. Rukmani Nag, ICSI-EIRC Library

Phone: 033-2290 1065 / 2290 2178 or mail at rukmani.nag@icsi.edu

ICSI Vision

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

ICSI Motto

सत्यं वद। धर्मं चर। speak the truth; abide by the law

ICSI Mission

"To develop high calibre professionals facilitating good corporate governance"



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IN PURSUIT OF PROFESSIONAL EXCELLENCE
Statutory body under an Act of Parliament
(Under the jurisdiction of Ministry of Corporate Affairs)

EASTERN
INDIA
REGIONAL
COUNCIL

REGISTRATION FORM



Photo

Name.....
.....

Registration No / Membership No.....

E-Mail-.....

Mobile No.....

Correspondence Address.....
.....
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Permanent Address.....
.....
.....

Security Ammount: Rs. Annual Fee:

.....
Signature

Place:
Date:

For office use only

Security Ammount: Rs.....

Annual Fee.....

Invoice No.:.....

Date:

Dealing Officer

SCHOLARSHIP SCHEME

ICSI-EIRC is pleased to announce Scholarship Scheme for pursuing Company Secretary Course with the support of few Private Charitable Foundation / Trust. The Students who are in need of financial help to pursue CS course may contact Regional Director at the following address for information in detail.

DR. Tapas Kumar Roy

Regional Director

ICSI-EIRC House,

3A, Ahiripukur 1st Lane,

Kolkata – 700 019

Ph: 033- 22832973

Mail: eiro@icsi.edu

Attention Students

Refund of fees received from students who have not attended SIP/EDP

1. Those students who have registered with EIRC but not attended SIP/EDP are requested to submit an application for the refund of SIP/EDP fee along with original SIP/ EDP acknowledgement receipt at ICSI-EIRC, House, 3A, Ahiripukur, 1st Lane, Kolkata-700019.
2. Outstation students who are unable to come personally to collect the refund, may opt for electronic transfer to their bank account after sending the duly filled-up undertaking form duly signed by them.

For further details contact

Ms. Rukmani Nag, Executive Assistant, ICSI-EIRO

ICSI-EIRC House, 3A, Ahiripukur 1st Lane, Kolkata – 700 019, Visit : <https://www.icsi.edu/eiro/Home.aspx>

Ph: 033- 2283 2973 / 2290 2178 / 2290 2179 or Email: rukmani.nag@icsi.edu

Attention ICSI-EIRC Library Member

Refund of Security Deposit Amount for Library Membership

Those students who have taken Membership of ICSI-EIRC Library before 1st April, 2010 and have not renewed / are not continuing the same as on date should claim for refund of their Security Deposit Money for Library Membership. An application addressed to the Regional Director (E) has to be submitted for the refund of security deposit along with the original acknowledgement receipt and the Library Cards at ICSI-EIRC, House, 3A, Ahiripukur, 1st Lane, Kolkata-700019 within 31st December 2019. The unclaimed amount after 31st December, 2019 would be forfeited.

★ For any clarification may please contact
Ms. Rukmani Nag, Executive Assistant, ICSI-EIRO
ICSI-EIRC House, 3A, Ahiripukur 1st Lane, Kolkata - 700 019.
Visit : <http://www.icsi.edu/irc/Home.aspx>
Ph: 033- 2283 2973 / 2290 2178 / 2290 1045 or Email: rukmani.nag@icsi.edu

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Editorial Team

ALKA KAPOOR, JOINT SECRETARY(SG)

DR. GARGI RAJVANSHI, ASSISTANT DIRECTOR

AKANSHA GUPTA, EXECUTIVE (ACADEMICS)

Directorate of Academics

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