

Application No.



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

Price : ₹500/-  
(Inclusive of cost of Prospectus)

FORM : REG

ADMISSION / REGISTRATION NO.  
For office use only

**APPLICATION FOR ADMISSION/REGISTRATION TO CS (PROGRAMME) COURSE**

- IMPORTANT INSTRUCTIONS :**
1. The application form should filled in by the candidate in capital letters.
  2. Where blocks are provided, each block should contain one character only. A character denotes an alphabet, comma or any other sign. To indicate gap, a block may be left as blank.
  3. Please use codes, where required, as given in the Code-Sheet.
  4. Incomplete and unsigned application may not be accepted.
  5. Please Mark (✓) in the appropriate box (es).

Batch/  
Ref. No.

Affix  
a recent photograph  
(do not staple or pin)  
of size 3.5 x 4.5 cm.  
Photograph must not  
be larger than this box.

Do not attest the  
Photograph

Application for Foundation Programme <input type="checkbox"/>	Executive Programme <input type="checkbox"/>
<b>Basis</b>	<b>Basis</b>
<input type="checkbox"/> 10+2 Passed <input type="checkbox"/> 10+2 Appearing	<input type="checkbox"/> Degree Commerce <input type="checkbox"/> Degree Non-Commerce <input type="checkbox"/> Final year of graduation appearing
	<input type="checkbox"/> Passed Foundation Prog. of ICSI <input type="checkbox"/> Passed CPT of ICAI <input type="checkbox"/> Passed Foundation of ICAI-CMA

Category Code (Refer Code List for Category)

Qualifying Degree/Basis Code (Refer Code List for Qualification)

Particulars of form submission  by post or at  HQ  RC  Chapter  
Mention code of RC / Chapter (Refer Code List for Chapter)

**1. The required particulars are furnished below :**

**i. Name :** (as rendered in Matriculation/SSC or equivalent certificate)

Title (A) First Name Signature of candidate (within the box only)

Mr.  Ms. (B) Middle Name (C) Last Name

**ii. Father's / Husband's Name :**

**Mother's Name :**

Relationship  Father  Husband  
iii. Date of Birth D D M M Y Y Y Y  
iv. Sex  Male  Female  
v. Nationality  Indian  Others  
vi. Religion Code

**vii. ADDRESS FOR COMMUNICATION**

City : Distt :  
State : State Code : (Refer code list for state) PIN :  
Phone No. (with STD Code) Fax No. :  
Mobile No. E-MAIL :

viii. Particulars of Fee paid : Fee Mode (Refer Code List for Fee Mode) Cash CB / SBS No. / DD No. / Ack No. :  
Date : D D M M Y Y Y Y Total Amount : Bank Code : (Refer Code List for Bank Code)

Issuing Bank Name & Branch :  
Payable at City : Whether Total amount includes subscription for Chartered Secretary  Yes  No  
Issuing City :

ix. Particulars of study material (Supplied by HQ / RC / Chapter) For office use only  
 Complete set  Partial set Supplied by :  HQ  RC  Chapter/Satellite Chapter  
Mention code of RC / Chapter  To be supplied by post

x. Partial supply yet to be made (For office use only)  
Sub Code To be supplied by :  HQ  RC

**xi. Details of Qualifying Exam**

Name of Exam	Name of Board	If Passed	
		Mark Obtained	Total Marks
Year & Month of passing exam			
Roll No. (if appearing)			

**xii. Details of CS Foundation Programme Passed of ICSI**

Admission No.	Roll No.	Session

**xiii. Educational Qualification : (Degree onwards and recognised professional qualification only) (Refer Code List for Qualification)**

Exam. Code	Exam. Passed Examination	Name of Board/ University	Year	Marks secured in aggregate	Maximum Marks	% age of Marks (upto two decimal points)

**2. Attested copies of certificates attached (✓)**

DOB  SC/ST/PH  10+2 Certificate/ Roll No.  Degree/Final year of graduation appearing/CPT of ICAI/Foundation of ICAI-CMA  Prov. Degree  Marksheet of Degree  Marksheet of \* M. Com/MBA/MCA  Marksheet \* of LLB

\* Attach only if exemption is required

**Certificates Verified (✓)**

**FOR OFFICE USE ONLY (Not to be filled by the candidate)**

**3. Fee Details :**

(a) Admission for Foundation Programme (₹4500)	-----	<input type="text"/>
(b) Registration for Executive Programme	-----	<input type="text"/>
- Foundation Programme of ICSI Passed Candidates (₹6500)	-----	<input type="text"/>
- Commerce Graduates (₹9000)	-----	<input type="text"/>
- Non-Commerce Graduates (₹10000)	-----	<input type="text"/>
(c) The Registered students of the Institute can subscribe for the monthly journal "Chartered Secretary" on concessional rate of ₹500/- per year	-----	<input type="text"/>
<b>Total</b>		<input type="text"/>

Demand Draft to be drawn in favour of "The Institute of Company Secretaries of India" payable at New Delhi

**4. How did you get to know about the CS course.**

- i) Newspaper Advertisement     iv) Referred by friend/member of the Institutes/relative   
 ii) TV Advertisement         v) Career Awareness Programme at your school/college   
 iii) Radio                           vi) Any other (please specify)

**For office use only**

ADMISSION / REGISTRATION NO.

**5. Are you interested for "Corporate Compliance Executive Certificate - ICSI"?**  Yes  No

**Note:** (1) Candidates belonging to Scheduled Caste / Tribe category are eligible for 50% fee concession and are required to submit the requisite certificate in support of their claim  
 (2) Physically handicapped category candidates are required to pay registration fee only which is as follows:  
 • Foundation ₹1500/- • Executive ₹2000/-

6. (a) I hereby declare that the particulars furnished above are true to the best of my knowledge and belief and if at any time it is proved that the said particulars were untrue, I agree to my registration being cancelled without any obligation on the part of the Institute to refund any fee paid by me to the Institute without prejudice to the rights of the Institute to take any further action as deemed fit and appropriate.  
 (b) I undertake to inform the Institute changes, if any, in any of the above particulars from time to time.  
 (c) I undertake that I shall, as a registered student, conduct myself in a manner befitting the ideals and standards of the profession of company secretaries generally and as specified by the Council from time to time and shall abide by such regulations, bye laws, rules, standing orders, directions, conditions or guidelines as may be laid down by the Council and made applicable to the students of the Institute from time to time.  
 I further undertake not to pass on, sell or gift away the coaching material provided to me by the Institute.

Yours faithfully,

Date :       Place : \_\_\_\_\_  
 D D M M Y Y Y Y

Signature of candidate (within the box only)

**Note:** (1) Subjectwise exemption on the basis of qualification (if any) is to be claimed by student separately, after getting the registration number. Please apply in the prescribed form for claiming Exemption given on Institute's website : [www.icsi.edu](http://www.icsi.edu) along with Exemption Fees @ ₹1000/- per paper, payable through demand draft.  
 (2) Students can check their registration number/application status at Institute's website: [www.icsi.edu](http://www.icsi.edu)  
 (3) On completion of registration process ; the registration number will be intimated to students through e-mail/or sms. Students can download registration letter and e-Identity Card from Institute's website: [www.icsi.edu](http://www.icsi.edu)

**IMPORTANT NOTE**

Students desiring to submit downloaded/photocopy of the Registration form, are required to add Rs.500/=(Rupees Five Hundred only) in the total amount, while preparing Demand Draft, for the cost of Registration Form