ATTENTION STUDENTS!

UPDATION OF MOBILE NUMBER AND E-MAIL ID IN THE STUDENT DATABASE

Please note that most of the important communications to the students are being sent through E-Mail and SMS. It has been observed that a number of students have either not updated their Mobile Numbers and E-Mail Ids or incorrect Mobile Numbers/ E-Mail Ids have been provided. All students are hereby requested to update the E-Mail Ids and Mobile Numbers by logging into their Accounts at the student portal www.icsi.edu to ensure that they do not miss any important communication from the Institute.

The procedure for updating the Address, E-Mail Id and Mobile Number is explained in the ensuing pages.
STEP 1: VISIT INSTITUTE’S WEBSITE WWW.ICSI.EDU
STEP 2 : CLICK ON ON-LINE SERVICES (TOP RIGHT SIDE OF YOUR SCREEN)
STEP 3: CLICK ON LOGIN
STEP-4 : ENTER YOUR USER ID (REGISTRATION NUMBER) AND PASSWORD
STEP-5 : GO TO OPTION /STUDENT / MY ACCOUNT
STEP-6: GO TO OPTION /REQUESTS/ CHANGE OF ADDRESS
STEP-7 : FILL THE DATA AND CLICK ON SUBMIT BUTTON.

In case of any difficulty in updating the E-Mail Id and Mobile Number by the students by following the aforesaid procedure, they may send the details through E-Mail at ankur.aggarwal@icsi.edu for updating the records.