

**INVITATION OF APPLICATIONS FOR  
PANEL OF PAPER SETTERS AND/ EXAMINERS  
FOR THE COMPANY SECRETARIES EXAMINATIONS**

The Institute prepares and updates the panel of Paper Setters/ Examiners at regular intervals for conduct of CS Examinations. In this regard the Institute invites applications from suitably qualified, competent and experienced persons having academic flair and willingness to undertake such academic and confidential assignments in the following subjects of Company Secretaries examinations :

<i>Executive Programme</i>	<i>Professional Programme</i>
1. Company Law	1. Advanced Company Law and Practice
2. Economic and Commercial Laws	2. Secretarial Audit, Compliance Management and Due Diligence
3. Company Accounts and Auditing Practices	3. Corporate Restructuring, Valuation and Insolvency
4. Capital Markets and Securities Laws	4. Information Technology and Systems Audit
	5. Financial, Treasury and Forex Management
	6. Ethics, Governance and Sustainability
	7. Advanced Tax Laws and Practice
	8. Drafting, Appearances and Pleadings
	9. Banking Law and Practice
	10. Capital, Commodity and Money Market
	11. Insurance Law and Practice
	12. Intellectual Property Rights – Law and Practice
	13. International Business – Laws and Practices
	} OPEN } BOOK } EXAM

**QUALIFICATIONS:**

A person applying for empanelment of his/her name as Paper Setter or Examiner should be holding professional qualification as member of the Institute of Company Secretaries of India/Institute of Cost Accountants of India/Institute of Chartered Accountants of India *at least for five years* and/or a Doctorate Degree/Postgraduate Qualification with at least second class in the discipline of Law, Management, Finance, Accounting, Information Technology, *etc.*, with *five years experience* either in an academic position or in practice or in employment in the respective field/discipline having relevance to the subjects of examinations.

### **DESIRABLE EXPERIENCE:**

Persons having adequate experience of teaching and as Head Examiner/Moderator/Paper Setter/Examiner in subjects of Law, Management, Finance, Accounting, Information Technology, etc. at graduate/post-graduate level or professional examinations or in writing book(s) or study material in the relevant subject(s) OR any other specialized graduate/post-graduate level course (s) with relevant work experience having direct relevance to the aforesaid subject(s) of examination(s) will be preferred.

### **SCALE OF HONORARIUM FOR EVALUATION OF ANSWR BOOKS**

<i>S. No.</i>	<i>Stage of Examination</i>	<i>Rate</i>
(i)	Executive Programme	₹90 per answer book.
(ii)	Professional Programme	₹110 per answer book.

### **HOW TO APPLY:**

Candidates fulfilling the above conditions **and not registered as a student of the Institute** may send their bio-data in the prescribed application form along with relevant certificates to *The Joint Secretary (Examinations), The Institute of Company Secretaries of India, C-37, Institutional Area, Sector-62, NOIDA – 201309. The prescribed application form can be down loaded from the Institute's website :*

<http://www.icsi.edu/webmodules/member/forms/examnew.pdf>