

Frequently Asked Questions in connection with Advanced Integrated Course on Information Technology and Soft Skills (AICITSS) and Advanced IT Course and Test there under.

Note:

- 1. The words “Final (Old) course” in this document refer to the Final course being held under the syllabus approved under Regulation 31(ii) of the CA Regulations, 1988.**
 - 2. The words “Final (New) course” in this document refer to the Final course being held under the syllabus approved under Regulation 31(iv) of the CA Regulations 1988, registration for which commenced from 1st July 2017 and the first exam of which will be held in May 2018.**
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- 1. What is Advanced Integrated Course on Information Technology and Soft Skills (Advanced ICITSS)?**

Advanced ICITSS is a combination of Management Communication Skills and Advanced IT Course of 4 weeks and is effective from 1st July, 2017 with the implementation of New Scheme of Education and Training.

- 2. How and where can I apply for registration to the Advanced ICITSS-Advanced IT Course?**

You can apply for registration through www.icaionlineregistration.org and reserve your seat at respective ITT Centre of ICAI.

- 3. What should I do in case I am facing any problem in getting Advanced ICITSS-Advanced IT course batches?**

The Programme Organising Units have been advised to increase the batch size and provide seats to such students who are willing to undergo the Advanced ICITSS-Advanced IT Course. However, in case of any difficulty, you may contact the Board of Studies at 0120-3045987/964.

- 4. When am I supposed to undergo the Advanced ICITSS-Advanced IT Course?**

In terms of Regulation 51E of the CA Regulations 1988, an articled assistant is required to undergo the Advanced ICITSS-Advanced IT course anytime during the last 2 years of his/her practical training. For further details please refer to answers to questions from 6-12.

- 5. What is the eligibility requirement for appearing in the test?**

Candidates who have undergone the Advanced ICITSS-Advanced IT course are eligible to apply for the Advanced ICITSS-Advanced IT test, conducted by the Exam Dept.

I. Relating to eligibility

Position of various categories of candidates with reference to their eligibility to appear in Final exam

A. Final (New Course)(Held under the syllabus approved by the Council under Regulation 31(iv) of the CA Regulations, 1988.

TABLE 1

Sr No	Category	Remarks	When to complete
1	Final (New) course (registration for which commenced from 1 st July 2017)	Should complete the Advanced (ICITSS)- Advanced IT course and pass the test there under	Before appearing in Final (New) course exam
2	Converted from Final (Old) course to Final (New) course- Not appeared in Final exam in the Final (Old) course.	Should complete the Advanced (ICITSS)- Advanced IT course and pass the test there under, upon conversion to the Final (New) Course.	Before appearing in Final (New Course) exam
3	Converted from Final (Old) to Final (New) course- Appeared in Final (Old) Course exam earlier	Should complete the Advanced (ICITSS)- Advanced IT course and pass the test there under, upon conversion to the Final (New) Course.	Either before or after appearing in Final (New) course exam but in any case before applying for membership

B. Final (Old) course (Held under the syllabus approved by the Council under Regulation 31(ii) of the CA Regulations, 1988

TABLE 2

Sr NO	Category	Remarks	When to complete
4	Final (Old) course- Completed Advanced ITT course	No need to do Advanced ICITSS-Advanced IT course.	Not applicable
5	Final(Old) course)- Not Completed Advanced ITT course- (includes those who have already passed Final exam)	Should complete the Advanced (ICITSS) –Advanced IT course and pass the test there-under	Before applying for membership
6	Final(Old) course-Commenced articleship on or before 1 st	No need to do Advanced ICITSS-Advanced IT Course.	Not applicable. However, upon

	February 2013 and continue to be under the Old Scheme	However, upon conversion to Final (New) Course, will be required to complete the Advanced ICITSS Advanced IT course and also pass the test held there under.	conversion to Final (New) Course, they will be required to complete the Advanced ICITSS-course and also pass the test there under. (Please refer to Sr No 2 and 3, of Table I given above.
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Details are as follows:

FOR THOSE WHO ARE REGISTERED IN THE FINAL (NEW COURSE), UNDER THE SYLLABUS APPROVED BY THE COUNCIL UNDER REGULATION 31(iv) OF THE CA REGULATIONS, 1988

- 6. I am a student of Final (New) Course, registration for which commenced after 1st July 2017 and the first exam of which is to be held in May 2018. Am I required undergo the Advanced ICITSS-Advanced IT course and pass the test there under conducted by the Exam Dept?**

Yes. You will be required to undergo the Advanced ICITSS-Advanced IT course and also pass the test there under, before appearing in the Final exam. **This is a mandatory eligibility requirement under Regulation 29D(1)(iii) of the CA Regulations, for appearing in the Final (New) course exam.**

FOR THOSE WHO ARE REGISTERED IN THE FINAL (OLD)-NOT CONVERTED TO FINAL(NEW) COURSE:

- 7. I am a Final (Old) Course student. I have completed Advanced ITT course. Am I required to do Advanced ICITSS-Advanced IT course and pass the test held there under, by the Exam Dept ?**

No. In case you had already completed Advanced ITT earlier, you are **not** required to undergo Advanced ICITSS-Advanced IT- course now. However, you will have to undergo the MCS course in case you have not completed it earlier.

- 8. I am a Final (Old) Course student. I have not done the Advanced ITT. Am I required to do Advanced ICITSS-Advanced IT course and pass the test held there under by the Exam Dept?**

Yes. You will be required to complete the Advanced ICITSS-Advanced IT course and also pass the test held there under, by the Exam Dept. **before applying for membership.**

- 9. I have passed Final (Old) Course exam. I am now doing the Advanced ICITSS course, before applying for membership. Am I required to pass the test conducted by the Exam Dept. before applying for membership?**

Yes.

FOR THOSE WHO CONVERTED FROM THE FINAL (OLD) COURSE TO THE FINAL (NEW) COURSE:

- 10. I am a Final (Old) Course student converted to Final (New) Course. I HAVE NOT APPEARED IN THE FINAL(OLD) COURSE EXAMINATION EARLIER. I have not completed Advanced ITT before. Do I still need to do Advanced ICITSS-Advanced IT course and pass the test conducted by the Exam Dept?**

Yes. Since you have not completed Advanced ITT earlier, upon conversion to Final (New) course, you are required to undergo Advanced ICITSS-Advanced IT course and also pass the test there-under **before appearing in the Final New Course exam.** This is an eligibility requirement for appearing in Final (New) Course examination.

- 11. I am a Final (Old) Course student converted to Final (New) course. I HAD APPEARED IN THE FINAL (OLD) COURSE EXAMINATION EARLIER. I have not completed Advanced ITT earlier. Do I need to undergo the Advanced ICITSS-Advanced IT course and pass the test held there under by the Exam Dept?**

Yes. If you have not completed Advanced ITT earlier, you will be required to undergo Advanced ICITSS upon conversion to the Final (New) Course also pass the Advanced IT Test there under conducted by the Exam Dept, **before applying for membership.** This is not an eligibility requirement for appearing in Final (New Course) examination. You can undergo the Advanced IT course and the test there under either before or after appearing/passing in Final exam but before applying for membership.

- 12. I am a student who joined articleship on or before 1st February 2013 under the Old Scheme and continue to be under the Old Scheme. Am I required to undergo the Advanced ICITSS-Advanced IT course?**

No. As long as you continue in the Final (Old) Course, you need not undergo the Advanced ICITSS-Advanced IT course. However, in case you convert to the Final (New) course, you will be required to **undergo the Advanced ICITSS course and also pass the Advanced IT Test held there under by the Exam Dept., as per the status mentioned in answers to Question No. 10 and 11.**

I. Others:

- 13. When would Advanced ICITSS –Advanced IT Test results be announced?**

The results of the Advanced ICITSS- Advanced IT Test would be announced tentatively within a period of 10 days from the date of the test.

14. As part of the Advanced ICITSS-Advanced IT course, I have undergone an online test at the ITT centre where I did the course. It was MCQ based test. I have also received a participation certificate for the same. Is Advanced ICITSS-Advanced IT Test, different from the online test which I had undertaken?

Yes. Advanced ICITSS Advanced IT test is an objective type test based on MCQs, conducted by the Exam Dept. of ICAI. As per Regulation 29D(1)(iii) of the CA Regulations, passing this test is mandatory for appearing in Final (New) course examination, under the syllabus approved by the Council under Clause 31(iv) of the CA Regulations, 1988. This is different from the Online test that you did as part of the Advanced IT Course, in the ITT lab.

15. What is the duration of the test?

The duration of the test is 2 hours.

16. What is the structure of the test? Is it descriptive or objective?

It is a two hour, objective type test, with multiple choice questions, held in Paper Pencil mode. The question paper will comprise 100 questions of 1 mark each, totalling 100 marks. **There will be no negative marking.**

17. What is the syllabus of the Advanced ICITSS-Advanced IT Test?

The syllabus of Advanced ICITSS-Advanced IT test is the syllabus covered under AICITSS – Advanced IT Course study material.

18. I have not received study material of Advanced ICITSS-Advanced IT Course. How do I get it?

Soft copy of Advanced ICITSS-Advanced IT Course material is available at : <http://bit.ly/2vvVABr>.

19. What is the Section-wise / Unit-wise weightage for Advanced IT course syllabus?

Ans. The Section-wise / Unit-wise weightage of topics for Advanced IT course is given at https://www.icaai.org/new_post.html?post_id=14289&c_id=347

20. Where will the tests be held?

The list of centres where the test will be held is contained in the announcement dated 1st January 2018 hosted on the www.icaai.org and on <http://advit.icaaiexam.icaai.org>.

21. What is the passing requirement?

A candidate is declared to have passed the test if he gets minimum marks of 40%.

22. I understand that the results are declared in Grades? Can I get some information on the Grades?

Yes. Those who pass the Advanced ICITSS-Advanced IT test will be given grades as follows:

85% and above=A+

70% to 84%=A

55% to 69%=B+

40%-54%=B

Grades obtained by a candidate will be reflected by way of a footnote, in his/her statement of marks of the Final exam.

23. What is the frequency of holding the test?

It will be held as often as is required. In any case, minimum two tests will be held every half year. Currently, tests have been announced in January, February and March 2018. Schedule of tests to be held later will be announced in due course. However, there would be no Advanced ICITSS-Advanced IT test in April 2018.

24. What is the test fee?

Candidate is not required to pay any test fee when he applies for the first time, since the course fee includes the same. However, if the candidate is applying for the second time or thereafter, he will be required to pay Rs 500/- on-line, through the payment gateway, towards test fee. No refund will be permitted. Candidates with permanent disabilities and holding a permanent concession card will be exempt from paying the test fees.

25. I am a candidate with permanent disability. Will I get any concession in the said test?

Candidates with permanent disabilities and holding the permanent concession card issued by the ICAI will be extended concessions as follows:

- Less than 50% disability- extra time of half an hour
- 50% or more of disability-extra time of one hour
- Assistance of writer will be provided if required

- Exemption from payment of Advanced ICITSS-Advanced IT test fee.

26. How do I apply for the test? How do I get my admit card? Where will the results be hosted? Will you declare any merit list?

You will have to submit your application on-line at <http://advit.icaiaexam.icaai.org>. No physical applications will be entertained.

Admit cards and results will be hosted on the same site.

No separate statement of marks or pass certificate will be issued.

However, the Grade that you secure in the test will be mentioned as a footnote in your Statement of Marks in respect of the subsequent Final exam that will be issued to you.

No merit list will be declared.

27. Is there any provision for seeking verification/supply of copy of OMR answer sheet?

No. Being an eligibility test, there is no provision for verification of marks or supply of copy of the OMR answer sheet.

28. I will be filling my examination application form for the Final exam to be held in May 2018, in the month of February/early March 2018. In case I apply for appearing in the Advanced ICITSS-Advanced IT test in February or March 2018, will I still be eligible to appear in the Final exam to be held in May 2018?

Candidates who appear and pass any of the tests scheduled to be held in January/February/March will be eligible to apply for the Final exam to be held in May 2018.

29. I am a Final (Old) course student. I was undergoing Advanced ITT course. I had not appeared in any test in the Advanced ITT. After 1st July 2017, my Advanced ITT batch was merged with the Advanced ICITSS-Advanced IT batch. Am I required to appear in the Advanced ICITSS –Advanced IT Test so as to be eligible for appearing in Final exam?

Yes.

30. What about the MCS component of the Advanced ICITSS? How do I handle that?

MCS is an integral component of the Advanced ICITSS. Please refer to Question NO 47, 48 and 55 of the FAQs hosted by Board of Studies in this regard.

31. Whom should I contact in case I need further clarifications?

For queries relating to Advanced ICITSS-Advanced IT Test, you may write to us at advancedicitss_examhelpline@icai.in or call any of the Help Desk numbers given below:

0120 -3054851 / 852 / 853/ 854

0120-4953 751 / 752 / 753/ 754

For queries, relating to the Advanced ICITSS course or Advanced IT batches, you may call the Board of Studies at

0120-3045 987 / 964