



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)

ATTENTION STUDENTS!!

IMPORTANT ANNOUNCEMENT FOR DECEMBER,2023 EXAMINATION

1	Start date of enrolment	26th August,2023
2	Last date of Submission of enrollment form (Without Late Fee)	25th September,2023
3	Last date of Submission of enrollment form (With Late Fee)	10th October,2023 Upto 17:00 Hours
4	Addition of Module (Without Late Fee)	25th September,2023
5	Addition of Module (With Late Fee)	10th October,2023 Upto 17:00 Hours
6	Apply Exemption on the Basis of Higher Qualification	10th October,2023 Upto 17:00 Hours
7	Enrollment Services (Change of Centre /Module /Medium /Change of elective subject/ Cancellation of Exemption Request/ Re-submission of Call For Documents for granting Exemption on the Higher Qualification	20th November,2023 Upto 16:00 Hours

EXAMINATION FEE

Stage / Course	Examination Fee (Rs.)
1 Executive Programme	1200/= Per Module
2 Professional Programme	1200/= Per Module
3 Late Fee (for all Stages)	250/=
4 Change of Centre /Module /Medium/Change of Elective subject	250/=Each change(s)

NOTE: May please note the following:

- In case of submission of request for Change of Examination Centre from any of the Centre(s) located in India to Dubai, Surcharge of US\$ 100 or its equivalent amount in Indian rupee i.e. 8295/= will be applicable in addition to the prescribed fee of Rs.250/-).
- Request for deletion of number of module(s) and also request for change of Examination Centre within the city (where is multiple Centre in a city) is not allowed.
- Mode of Enrollment: ONLINE Mode Only (**OFFLINE applications will not be accepted**)
- For Executive Programme Students:**
Students must complete Pre-Exam test and One day Orientation Programme (ODOP) (applicable for students registered on or after 1st June,2019) is one of the eligibility conditions for enrollment to main examinations under syllabus 2017 & 2022 for December,2023 Session on or before **8th October,2023**.
- For Professional Programme Students:**
Students must complete Pre-Exam test which is one of the eligibility conditions for enrollment to main examinations under syllabus 2017 for December,2023 Session on or before **8th October,2023**

REQUESTS FOR CHANGES, IF ANY, RECEIVED AFTER THE LAST DATES MENTIONED ABOVE WILL BE REJECTED WITHOUT FURTHER NOTICE

Student(s) can post query pertaining to Examination Enrolment, Switchover, Optional subject & Paperwise Exemption at Grievance Portal: <https://support.icsi.edu>


(A.K.SRIVASTAVA)
JOINT SECRETARY

September 19, 2023

Vision

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

Motto

सत्यं वद। धर्मं चर। इष्टं करोतु। त्रुष्टं न करोतु।

Mission

"To develop high calibre professionals facilitating good corporate governance"