



**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)

Vision

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

Motto

सत्यं वद। धर्मं चर। इष्टकारं कुरु। कर्माणि कुरु।

Mission

"To develop high calibre professionals facilitating good corporate governance"

Company Secretary (CS)

A Career with Endless Opportunities

Join CS Course Now



 **ARTS SCIENCE
COMMERCE**
Opportunity for students from all streams

 • Distance Learning
• Study Material provided by the ICSI
• Optional Class Room Teaching
• Online centralised classes / Recorded Video Lectures
• E-Learning Facility

 • Opportunities in Employment Practice & Academia
• Attractive remuneration and growth opportunities

UGC recognises CS qualification as equivalent to Post Graduate Degree

UK ENIC has benchmarked CS Executive and CS Professional Programme as Bachelor and Master degree respectively, with reference to UK and UAE qualification

Journey from a Student to a Company Secretary

CS Executive Entrance Test (CSEET)

CS Executive Programme (7 Papers)

CS Professional Programme (7 Papers)

Pre-Membership Training

CS Membership

Continuing Professional Development

CS EXECUTIVE ENTRANCE TEST (CSEET)

ELIGIBILITY - Senior Secondary Examination (10+2 pattern) pass /appearing Student or Equivalent thereto

CUT-OFF DATES FOR REGISTRATION

- May CSEET - 16th December - 15th April
- July CSEET - 16th April - 15th June
- November CSEET - 16th June - 15th October
- January CSEET - 16th October - 15th December



CSEET

FEE : Rs.2,000/-

Coverage

1. Business Communication
2. Legal Aptitude and Logical Reasoning
3. Economic and Business Environment
4. Current Affairs and Quantitative Aptitude

CS EXECUTIVE PROGRAMME

Eligibility - CSEET pass students [Senior Secondary Examination (10+2 pattern) pass & with CSEET result not older than one year]/ CS Foundation Programme Pass students /Graduates*/Post Graduates/CA Final Pass students/ CMA Final Pass students

*Students appearing in the Final Year/ Final Semester examination (can register provisionally)

CUT-OFF DATES FOR REGISTRATION

- 31st May (Both groups in December examination - same year)
- 31st July (One group in December examination - same year)
- 30th November (Both groups in June examination - next year)
- 31st January (One group in June examination - same year)



CS EXECUTIVE PROGRAMME

FEE : Rs.16,500/- CSEET Pass Students / CS Foundation Pass
Rs.21,500/- For Graduates / Post Graduates / ICAI / ICAI Final Course Pass Students

Subjects - Group I (4 Papers)

- 1) Jurisprudence, Interpretation & General Laws
- 2) Company Law & Practice
- 3) Setting up of Business, Industrial & Labour Laws
- 4) Corporate Accounting & Financial Management

Group II (3 Papers)

- 1) Capital Market & Securities Laws
- 2) Economic, Commercial & Intellectual Property Laws
- 3) Tax Laws & Practice

CS PROFESSIONAL PROGRAMME

Eligibility - CS Executive Programme Pass Students

CUT-OFF DATES FOR REGISTRATION

- 31st May (Both groups in December examination - same year)
- 31st July (One group in December examination - same year)
- 30th November (Both groups in June examination - next year)
- 31st January (One group in June examination - same year)

FEE - Rs. 20,000/-

Subjects Group I (4 Papers)

1. Environmental, Social and Governance (ESG) - Principles & Practice
2. Drafting, Pleadings and Appearances
3. Compliance Management, Audit & Due Diligence
4. Elective 1 (Select one Paper out of 4 Elective Papers)
 - 4.1 CSR & Social Governance
 - 4.2 Internal and Forensic Audit
 - 4.3 Intellectual Property Rights-Law & Practice
 - 4.4 Artificial Intelligence, Data Analytics and Cyber Security-Laws & Practice

GROUP II (3 Papers)

5. Strategic Management & Corporate Finance
6. Corporate Restructuring, Valuation and Insolvency
7. Elective 2 (Select one Paper out of 5 Elective Papers)
 - 7.1 Arbitration, Mediation & Conciliation
 - 7.2 Goods and Services Tax (GST) & Corporate Tax Planning
 - 7.3 Labour Laws & Practice
 - 7.4 Banking & Insurance - Laws & Practice
 - 7.5 Insolvency and Bankruptcy - Law & Practice

Medium of Examination:

English & Hindi

(Subject to other prescribed guidelines in this regard).

Mandatory Training:

Students are required to fulfill the following training requirements in order to get their Membership.

- One-month Executive Development Program (EDP) [15 days classroom mode & 15 days Online mode] after passing CS Executive Programme.
- Practical training of 21 months.
- Corporate Leadership Development Programme (CLDP) after passing CS Professional Programme.

FEE CONCESSION

- Fee Concession available for applicants of following categories: SC/ST, Physically Handicapped, Indian armed forces, Paramilitary forces, Agniveers, families of Martyrs and Wards of Indian armed forces & paramilitary forces.
- Fee waiver under Student Education Fund Trust (SEFT) Scheme for meritorious and economically weaker students.
- 100% fee waiver for students registering for the CSEET and CS Executive Programme from Jammu & Kashmir, Ladakh, 50% fee concession for students of Andaman & Nicobar Islands, Lakshadweep, North Eastern states and Himachal Pradesh.

Company Secretary (CS) - The Governance Professional

ROLE OF COMPANY SECRETARY



The Institute of Company Secretaries of India (ICSI)

- Statutory Body established under an Act of Parliament, i.e., the Company Secretaries Act, 1980, to regulate and develop the profession of Company Secretaries
- Functions under the jurisdiction of Ministry of Corporate Affairs, Government of India
- Headquarter in New Delhi & 4 Regional Offices in New Delhi, Kolkata, Mumbai, Chennai
- 73 Chapters across India & 3 Centres for Corporate Governance, Research and Training (ICSI-CCGRT) in Mumbai, Hyderabad and Kolkata
- Study Centres and Examination Centres across India
- Overseas Centres in Australia, Canada, Singapore, UAE, UK and USA



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