



**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)

**VADODARA
CHAPTER**

Vision

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

Motto

सत्यं वद। धर्मं चर। इष्टं कुरु। तृप्तं भवेत्। त्वं कुरु।

Mission

"To develop high calibre professionals facilitating good corporate governance"

VADODARA CHAPTER OF WIRC OF ICSI

organises

1st Three Days Orientation Program

TOPICS COVERED

- 1.KNOW YOUR INSTITUTE
- 2.CS PROFESSION AND OPPORTUNITIES FOR CS
- 3.THE SYLLABUS OF EXECUTIVE & PROFESSIONAL
- 4.BENEFITS OF OT CLASSES AND DETAILS OF CENTRES
- 5.HOW TO PREPARE FOR CS EXAMINATION
- 6.PRE-EXAMINATION TEST
- 7.ENROLMENT PROCEDURE IN EXAMINATION AND PATTERN OF EXAMINATION
- 8.ROLE, RESPONSIBILITY AND FUNCTIONS OF A COMPANY SECRETARY
- 9.MS OFFICE
- 10.KNOW YOUR WEBSITE
- 11.MODALITIES OF PRACTICAL TRAINING FOR CS STUDENTS
- 12.HOW TO BECOME A MEMBER OF THE INSTITUTE
- 13.THE SKILLS AND APTITUDE OF A COMPANY SECRETARY
- 14.HOW TO PURSUE CS AS A CAREER TO BE A SUCCESSFUL PROFESSIONAL
- 15.COMMUNICATION SKILLS

**DATE : 11TH AUGUST, 2025
TO 13TH AUGUST, 2025
TIME : 10:30 AM TO 5:30 PM**

REGISTRATION LINK -

CONTACT

<https://forms.gle/1ZGrhuE5B4H8RFDBA>



**0265-2331498 /
8980181498**



vadodara@icsi.edu

- Registration will be considered on first cum first basis.
- Only 50 Students are allowed.
- Last date for Registration is **07/08/2025** upto **2:00 PM**
- Vadodara chapter reserves the right to change date/time/other things

**VENUE - DEEP ASHWIN BHAI PATEL CENTER, MSU CAMPUS, SAYAJI PATH, NEAR,
SHASTRI BRG, SARDAR NAGAR, FATEHGUNJ, VADODARA, GUJARAT 390002**

**CS Alpesh Panchal
Chairman**

**CS Kirti Pawar
Secretary**

**CS Sagar Tailor
Chairman (SFC)**

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