



**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 तत्पुत्रे। बोधेद ह्यु त्वां त्वत्पुत्रः।

Mission

"To develop high calibre
professionals facilitating
good corporate governance"

**VADODARA CHAPTER OF WIRC OF ICSI
organises**

3rd Three Days Orientation Program

DATE : 06TH JANUARY, 2026 TO 08TH JANUARY, 2026

TIME : 10:30 AM TO 5:30 PM

**VENUE - VADODARA CHAPTER, OFFICE NO- 1, 2ND FLOOR, STOP N
SHOP PLAZA, OFFTEL TOWER – II, R.C.DUTT ROAD, VADODARA –390007**

Registration Link - <https://forms.gle/T7sk3upWFgNkGGyc8>

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

**•Registration will be
considered on first cum first
basis.**

•Only 50 Students are allowed.

**•Last date for Registration is
01/01/2026 upto 5:00 PM**

**•Vadodara chapter reserves the
right to change date/time/other
things**

FOR ANY DETAILS CONTACT:

☎ 0265-2331498 / 8980181498

✉ vadodara@icsi.edu

**CS Alpesh Panchal
Chairman**

**CS Kirti Pawar
Secretary**

**CS Sagar Tailor
Chairman (SFC)**

Connect with ICSI

www.icsi.edu |       | Online helpdesk : <http://support.icsi.edu>