CS FOUNDATION COURSE
BULLETIN

ICSI

THE INSTITUTE OF
Company Secretaries of India
IN PURSUIT OF PROFESSIONAL EXCELLENCE
Statutory body under an Act of Parliament

PARTICULARS	FEES (Rs.)	REMARKS
FOUNDATION PROGRAMME		
Admission Fee	1200	
Postal Tuition Fee	2400	Total Fee → 3600
EXECUTIVE PROGRAMME		
Registration Fee	1500	Total Fee → 7000
Foundation Examination Exemption Fee	500	(For commerce
Postal Tuition Fee for Executive Programme	5000	graduates)
Postal Tuition Fee for Foundation Programme (payable by Non-Commerce Graduates who are seeking exemption from passing the Foundation Programme Examination under clause (iii) of Regulation 38.)	750	Total Fee → 7750 (For others)
Foundation Pass Student	6500	Total Fees → 6500
PROFESSIONAL PROGRAMME		
Postal Tuition Fee	7500	
***DE-NOVO* REGISTRATION**		
Registration *De-Novo* Fee	1500	
Exemption from Foundation Examination Fee	500	
Exemption from Executive Programme Examination Fee	500	
EXTENSION OF REGISTRATION		
Extension of Registration Fee	500	
Service Charges for Extension of Registration	150	
EXAMINATION FEE		
Foundation Programme	875	
Executive Programme	900	(Per Module)
Professional Programme	750	(Per Module)
Late Fee for receipt of Examination Application	100	
Change of Examination Center/Module/Medium	100	
For appearing from overseas Dubai Centre : Surcharge of US $ 100 in addition to the applicable examination fees.		
OTHER FEES		
Paper-wise Exemption Fee	100	
Issue of Duplicate Identity Card Fee	50	
Issue of Duplicate Pass Certificate Fee	50	
Issue of Duplicate Mark Sheet	50	
Issue of Transcript / certified copy of syllabus	100	
Verification of Marks Fee	100	(Per Subject)

ICSI INTRODUCES 24 X 7 STUDY THROUGH E-LEARNING

(http://elearning.icsi.edu)

In order to facilitate students with on-line education/study, the Institute has launched e-learning portal for the Company Secretaryship Foundation Programme and Executive Programme and it is being extended to Professional Programme. All students from rural, urban areas at national level and also from other countries can avail this 24x7 on-line study facility as the portal has global reach.

Under e-learning, students can have continuous access to studies and guidance of faculties on-line. The e-learning module will enable the students to have access to learning and faculty support at any time as per their convenience. Interactivity will be established by modules such as Discussion Boards and Online Chat. Through virtual classroom, students will be able to interact live with the faculty. This will take the study of CS Programme virtually into the space age.

Undergoing e-learning is in addition and not in substitution to compulsory postal tuition. E-learning is designed to provide a virtual contact between the teacher and the taught. Students intended to join e-learning are therefore, required to pay additional fees.

To access the E-learning Portal of ICSI the candidates may log on to *http://elearning.icsi.edu*

The following schemes are available for e-learning in Foundation Programme:
- **WBT (Web Based Training):** It is an innovative computer based approach to learning. The contents have been modified into well-crafted teaching systems. It has multimedia slides covering the entire study material.
- **VBT (Video Based Training):** It comprises of video lectures and is a replica of classroom training experience.
- **LVC (Live Virtual Classroom):** It provides broadcast of live lectures over the internet. In it students can directly interact with the faculty online.

There are the three following schemes for which students may apply for admission:
- **WBT**
- **Combo Offer which contains (WBT+VBT+LVC)**
- **Upgrade to VBT+LVC:** This option is available to WBT enrolled students. Students can upgrade from WBT to VBT+LVC at an additional fee.

The candidates can use the following modes of payment:
- (i) By a Credit card/Debit card or Netbanking or Cash Cards.
- (ii) By way of Cheque or Demand Draft drawn in favour of "GURUKULONLINE LEARNING SOLUTIONS PVT LTD" payable at Mumbai.
- (iii) By depositing the Cheque or Demand Draft directly in Axis Bank Account Number -004010202188010.
- (iv) By making of direct cash payment in ICICI Bank Account Number- 021105002028.

(For more information visit the website *http://elearning.icsi.edu*)

FROM THE SECRETARY & CEO'S DESK

"Believe in your dreams and they may come true; believe in yourself and they will come true"

Dear Students,

Elevation from school to the professional world - a world of specialized learning, proactive thinking and positive attitude - is a milestone in any student's life. Being professional is being self disciplined. The early you understand the importance of being self disciplined, the better would be your chances to be a successful professional. What it would entail is more regular studies according to a fixed time table. You must at the same time read success stories and autobiographies of successful people, besides making sincere efforts to better your soft skills. In this age of cut throat competition, the industry demands the best talent and not just the talent.

In this direction, you need to familiarise with all the facilities the institute provides to you like library, oral coaching, study inputs, website, e-learning, etc. You must attend and actively participate in various student development programmes being organized by local Chapters and Regional Councils. It will provide a fairly good exposure to you about contemporary developments and help sharpen your skills and provide you an opportunity to interact with experts thereby building your confidence.

Not the least, the highs and lows of the journey towards becoming a professional is an experience, move up the learning curve to be the most successful professional.

Given below are some important information which would be useful to you as a student of the CS Foundation Course.

VALIDITY OF CS FOUNDATION PROGRAMME ADMISSION

The Institute has stipulated three years period for the validity of Foundation Programme admission. Accordingly, all those students who have registered up to May & June 2008 may please note that their admission to the Foundation Programme stands cancelled on expiry of three years period.

And those of you, who have not so far passed the Foundation Examination and are not graduate, may seek fresh admission- if they so desire- by making an application in the prescribed Form "REG" together with the Foundation Programme admission fee of Rs. 3600/-. The prescribed form "REG" can be obtained either against cash payment of Rs. 50/- from the Institute's Noida office and Regional Offices or by sending a crossed Demand Draft of Rs. 70/- (including postage) drawn in favour of "The Institute of Company Secretaries of India", payable at New Delhi.

REGISTRATION FOR CS EXECUTIVE PROGRAMME

The students who have passed the Foundation examination held in June, 2011 and registered up to and including **31st August 2011** would be eligible to appear in both modules of the Executive Programme to be held in **June 2012** and candidates who would be seeking registration on or before **30th November 2011** are eligible to write only one module in **June 2012** examination of the Executive Programme subject to completion of postal/oral tuition, compulsory **Computer Training Programme and Student Induction Programme (SIP).** The blank application Form "REG" for seeking registration for Executive Programme can be had from the Noida office of the Institute or its Regional Offices by sending crossed demand draft/postal order for Rs. 70/- (including postage). The fee for seeking registration for Executive Programme is **Rs. 6500/-** payable by way of crossed demand draft drawn in favour of "The Institute of Company Secretaries of India", payable at New Delhi. Fee may be paid in cash also at the Institute's Noida office or its Regional Offices.

All the students passing the Foundation examination are advised to have their own copy of prospectus for the regular/main Programme viz. "Career in Company Secretaryship - A Hand Book" against cash payment of Rs. 300/- or by post by sending a crossed demand draft of Rs. 350/- (including postage) drawn in favour of "The Institute of Company Secretaries of India", payable at New Delhi. Application Form "REG" is appended therein and students need not obtain it separately.

IDENTITY CARDS

Candidates admitted to the CS Foundation Programme are advised to ensure that they hold valid Identity Card issued by the Institute. Those who have not obtained the Identity Card are advised to complete the formalities and obtain their Identity Card without any further delay. If the Identity Card already issued has been lost or mutilated, candidate should send a request for obtaining the duplicate Identity Card together with the mutilated Identity Card/Identity Card proforma duly filled in and attested and a Demand Draft or Postal Order for Rs.50/- towards duplicate Identity Card fee. Students may also download their on-line Identity Card through On-line services of Institute at its student's portal *www.icsi.in.*

Should you require any assistance in the matter, you may approach the Institute at the earliest opportunity. While applying for duplicate Identity Card or for any other matter, the students should write their admission number and complete postal address with PIN code for prompt reply.

> **PIN CODE is required to be mentioned for quick delivery of the mail. Students may therefore check up the computerised mailing address as printed on the "C.S. FOUNDATION COURSE BULLETIN". In case it does not carry or carry the wrong PIN CODE number the same may be intimated immediately quoting student admission number and full postal address with Postal Index Number so that it could be incorporated in the computerised mailing list.**

E-MAIL ADDRESS OF THE STUDENTS

The students who are having e-mail address may communicate the same to the Directorate of Students Services at *dss@icsi.edu* which will facilitate quick and economical communication from the Institute's side. The e-mail address may be sent in the following format:-

Name   :
Admission No. :
E-Mail id   :

Students may also update their e-mail ID instatly through online services at students portal *www.icsi.in.*

UNIFORMITY IN SIGNATURES

Candidates are advised to maintain uniformity in their signatures on all correspondence with the Institute including :

- Identity Card
- Admission/Registration Form -'REG'
- Examination Form - 'EXA'
- Attendance Sheet to be provided in the Examination Hall.

REGULARISATION OF FOUNDATION PROGRAMME ADMISSION

Candidates provisionally admitted to the Foundation Programme are advised to submit the attested copies of their Senior Secondary Mark sheet/Pass

Certificates for regularising their admission. The candidates who have already submitted their Senior Secondary Examination Marks sheets/Pass Certificates and have not received any confirmation with regard to their admission, must contact the Institute immediately quoting the following particulars:

Name   :
Details of Fee paid   :
Admission No.   :
Email Address   :
Complete Postal Address with Pincode   :

CANCELLATION OF PROVISIONAL ADMISSION

The Provisional admission of the students- who fail to submit within the specific time, the requisite proof of having passed the Senior Secondary (10+2) shall stand cancelled and no refund of Tuition Fee, Admission fee will be made and no credit for the eligibility test papers passed will be given.

STUDY MATERIAL, ADMISSION LETTER OR IDENTITY CARDS

Students admitted to the CS Foundation Programme during the month of March - April 2011 have already been supplied the Study Material, Admission letters and Identity Cards. Those who have not received Study material, Admission letter or Identity Card are, therefore, advised to contact **Mr. Sohan Lal,** Director (Student Services) at the following address; **ICSI, C-37, Sector- 62, NOIDA (U.P)- 201 309,** without further delay and for all academic guidance students may write to **Mr. Sutanu Sinha** Director (Academics) at the Institute's address or may send e-mail to *sohan.lal@icsi.edu* and *sutanu.sinha@icsi.edu.* While applying for issue of duplicate Study Material, Admission letter or Identity card or for any other matter, the students must write their admission number and complete postal address with PIN CODE for prompt reply.

THE EXAMINATION FEE IS PAYABLE BY WAY OF CROSSED DEMAND DRAFT DRAWN IN FAVOUR OF "THE INSTITUTE OF COMPANY SECRETARIES OF INDIA" PAYABLE AT NEW DELHI. FEE MAY BE PAID IN CASH ALSO AT THE INSTITUTE'S OFFICE AT NOIDA (U.P) OR ITS REGIONAL OFFICES.

FACILITY OF POSTAL / ORAL COACHING

The Institute imparts compulsory postal tuition to all the students in all the stages of Company Secretaries course. In addition, the Institute has also authorized its Regional Offices and Chapters to conduct oral coaching classes, registration for which is optional and can be undergone in addition to compulsory postal tuition being provided by the Institute. You may get in touch with respective Regional Offices or Chapters Offices for details.

The Regional Councils / Chapters of the Institute are authorized to impart oral tuition independently or in collaboration with any other Institute in accordance with the guidelines issued by the Institute subject to availability of necessary facilities and sufficient number of students.

It may, however, be noted that Oral coaching centre would be charging oral tuition fee for the purpose. A student attending oral coaching is not required to submit the response sheets and he / she is issued with the coaching completion certificate if he / she has attended at least 75 percent of the classes held and has passed minimum one test out of two tests conducted for each subject.

The Institute has also authorized certain Colleges/Senior Secondary Schools and private Institutions - to impart Oral coaching Class for the students of the Institute. A list of such authorized OT Centers and institutions empanelled under Public Private Partnership Scheme have been displayed at the website of the Institute *www.icsi.edu.*

CHANGE OF ADDRESS

Change of address, if any, is to be intimated to the Institute by sending a separate communication in this regard. While intimating the change in their mailing address, the students are advised to invariably quote the PIN CODE number along with the student admission number, name and full postal address with city, state in capital letters. Alternatively students may also change their address instantly through online services of institute at *www.icsi.in.*

E - LEARNING (*http://elearning.icsi.edu*)

In order to facilitate students, e-learning portal is available for the students of Foundation Programme. Students admitted to CS Foundation Programme through out the country including rural and semi - urban areas as well as from other countries can avail this 24x7 hours on-line study facility as the portal has global reach.

To access the E - learning Portal of ICSI, the students may log on to *http://elearning.icsi.edu.*

24 HOURS CS HELPLINE

The Institute has launched a 24 Hours CS Helpline to inform the students about the CS Course & Profession. The students can have pre-recorded replies on the CS Course round the clock through the Interactive Voice Response System (IVRS) by dialing 011-41504444. For detailed information, in this regard, please log on to the website of the Institute, i.e., *www.icsi.edu.*

DISCONTINUATION OF DISPATCH OF ADMIT CARDS IN PHYSICAL FORM

Students may please note that effective from June, 2011 Session, dispatch of Admit Cards in physical form has been discontinued. The students may download the E-Admit Cards from the Institute's website.

DISCONTINUATION OF ISSUE OF MARK SHEETS IN PHYSICAL FORM FOR FOUNDATION AND EXECUTIVE PROGRAMMES

Similarly, it has also been decided that from June, 2011 Session onwards, the dispatch of Mark Sheets for Foundation and Executive Programmes in physical form will be discontinued. As per the present practice, the details of Marks will be available immediate after the declaration of results on the website. Formal E-Mark Sheets will be uploaded on the student portal *www.icsi.in* which may be downloaded by the students for reference and records. However, the Mark Sheets of Professional Programme will continue to be issued in physical form.
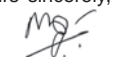
PLEASE NOTE THAT PAYMENT OF FEE BY CHEQUE & MONEY ORDER IS NOT ACCEPTED BY THE INSTITUTE

IMPORTANT

For all academic guidance students may write to Mr Sutanu Sinha, Director (Academics) and for all other matters relating to C.S. Foundation Programme including admission, coaching, examination and administrative services, they may write/contact Mr Sohan Lal, Director (Student Services), at the Institute's address.

With best wishes to entire C.S. Students Community.

Yours sincerely,

Date : 24th August, 2011

Place : New Delhi

(N.K. JAIN)

ENGLISH AND BUSINESS COMMUNICATION

QUIZ ON ENRICHING VOCABULARY[1]

Today the topic of discussion is "Homonyms" which forms an important part of building vocabulary. Now, before starting with the quiz, it is important to understand the meaning of the term "vocabulary" and "Homonyms". Vocabulary means "all the words you know and use". It also means "all the words that exist in a language".

Homonyms on the other hand are certain words in English language which are similar in sound but different in spelling and meaning and thus confusing. Therefore, whenever these words are used, they should be used cautiously.

Lets look at some examples to better understand homonyms :

1. Do you give advise or advice? ("Advise" is the action, and "Advice" is the suggestion)
2. Cancer is a terrible disease or decease? ("Disease" is a kind of infection or illness and "decease" is dead)

For a detailed study and to know the exact meanings of similar words, students may refer to Chapter -1 of the study material of English and Business Communication.

Quiz 1: This quiz has been taken from a portal named "Really learn English".

Fill -in the blanks with the correct homonyms:

1. I don't know what to do? Could you give me some _____? (notification/advise/advice)
2. Anita works everyday _____ Sunday. (accept/except/only)
3. Is Ram still _____? (single/one/whole)
4. He was _____ into the college. (accepted/excepted/approved)
5. The divorce will _____ her badly. (effect/affect/touch)
6. He has _____ of friends. (great/allot/a lot)
7. Lately, Amit has been feeling _____. (single/lonely/by himself)
8. We tried talking to her, but it had no _____. (effect/affect/impression)
9. The broker _____ us to sell. (adviced/informed/advised)
10. Shyam will _____ half of the money for renovation. (a lot/a lot/allot)
11. Do you have _____sweets left. (none/any/some)
12. Could you _____ me some money. (borrow/take/lend)
13. I asked her to get us _____ water (a/any/some)
14. Anil lives in India, but he has _____to U.S (been/gone/went)
15. Can I _____ your car. (steal/lend/borrow)
16. _____ movies, we have nothing in common. (above/beside/besides)
17. The movie was really _____. (bored/boring/tired)
18. The car was _____ the house. (around/beside/besides)
19. Shilpa has _____ to Greece. Please call again next month. (gone/been/visited)
20. Do you think she looked _____? (bored/boring/shoring)

Quiz 2: This simple quiz has been taken from enchanted learning portal :

Give a homonym for each word below:

1. Eight   2. Grate   3. Groan   4. Dye   5. Write   6. Beet
7. Blew   8. Sense   9. Seller   10. By   11. Bored   12. Thrown
13. Waist   14. Would   15. Scene

Quiz 3: This quiz has been taken from "Enchanted learning portal" :

Fill in the blanks using the words given in the box below (Word Bank).

Match the words with its meaning. Please check one of the examples.

eye (what we see with) / I (me)

Word Bank:

see sound knead hale	differently aunt wring whale	plain flea sea flee	ad maze wail add	eye ring plane maize	ant hail need won

1. _____(healthy) / _____ (frozen rain).
2. _____(short for advertisement) / _____ (to sum).
3. _____(a social insect) / _____ (a female relative).
4. _____(an insect that lives on dogs) / _____ (to leave quickly).
5. _____(to mix bread dough) / _____ (to require).
6. _____ (corn) / _____ (a labyrinth).
7. _____ (simple) / _____ (a flying machine).
8. _____ (jewelry worn on the finger) / _____ (to twist the water out of).
9. _____ (large body of water) / _____ (to use your eyes).
10. _____ (to cry loudly) /_____(a large sea mammal).

Check your answers: Quiz 1

1. advice   2. except   3. single   4. accepted   5. affect   6. a lot
7. lonely   8. effect   9. advised   10. allot   11. any   12. lend
13. some   14. been   15. borrow   16. besides   17. boring   18. beside
19. gone   20. bored

Check your answers: Quiz 2

1. ate   2. great   3. grown   4. die   5. right   6. beat
7. blue   8. cents   9. cellar   10. buy, bye   11. board   12. throne
13. waste   14. wood   15. seen

Check your answers: Quiz 3

1. hale/ hail   2. ad/ add   3. ant/ aunt   4. flea / flee
5. knead/ need   6. maize / maze   7. plain / plane   8. ring / wring
9. sea / see   10. wail / whale

FINANCIAL ACCOUNTING

INTANGIBLE ASSETS[2]

What are intangible assets?

Kohler has defined intangible asset as "a capital asset having no physical existence, its value being dependent on the rights that possession confers upon the owner". Intangible assets are identifiable non-monetary asset that cannot be seen, touched or physically measured, which are created through time and/or effort. Intangible assets are fixed assets without any physical substance. Though intangible assets do not have any physical existence but they are not useless assets. They provide economic benefits to the entity only in combination with other assets being used for the business. Intangible assets provide specific rights or benefits to the organisation for a long term. Intangible assets may generate or develop in the organisation as a result of some legal rights or agreement or as a result of specific transaction. Intangible asset provides future benefits to the organisation. Accounting for intangible assets has gained importance in the past few years due to changes in the business environment.

Features of intangible assets:

- It is non physical in nature.
- It increases the value of organisation when used.
- It is identifiable non monetary asset.
- It is not directly measurable.
- Intangible asset cannot be owned except for legal rights.

1 *Prepared by Shruti B. Gupta, Assistant Education Officer under the guidance of Archana Kaul, Assistant Director, The ICSI.*

2 *Prepared by Nishita Singhal, Assistant Education Officer, The ICSI.*

- It creates value for future.
- It gives specific rights to the holders for several years in future.
- It is difficult to manage and control.

Types of intangible assets:

There may be many different types of intangible assets in the business organisations. Some of the important types of intangible assets are as follows:

- **Patents:** Patent is an exclusive right granted by the government to the inventor of product, or process with view to protect the rights of an inventor from infringement by others. The patent may be acquired by business units in two ways i.e., through purchase from the patent holders, or by developing the product or process.

- **Copyright:** Copyrights are granted by the government to the holder of copyright who has the exclusive right to publish, produce and sell artistic, musical or literary works.

- **Leasehold:** Leasehold refers to a right to occupy land or building under a long-term rental contracts. In other words, leasehold is concerned with the rights transferred to the lessee by the lessor for the period of lease.

- **Leasehold Improvement:** It is improvement to a leasehold property that becomes the property of the lessor at the end of the lease. The leasehold improvement is classified as intangible assets, even though they are usually physical in nature. This is because the lessee does not own the tangible asset to which improvements are being made. The right of leasehold improvement is restricted to the use of the tangible asset for the lease period.

- **Deferred Revenue Expenditure:** It is an expenditure, which arises during the course of business hours in business. The benefits of such expenditure are likely to accrue over several accounting periods. The deferred revenue expenditure includes cost of special advertisement, market development cost etc.

- **Goodwill:** Goodwill indicates the capacity of the earning. This arises due to various reasons such as high calibre manpower, good infrastructure, the location advantage and established brand name advantage, customer loyalty, sound relation with employees and sound management. The goodwill may be purchased or estimated. The purchased goodwill arises when an enterprises acquires another business and pays a price in excess of the market value.

- **Trade Mark and Brand Name:** Trade mark is a visual symbol or mark, in the form of word, or group of letters, or combination of these, or label adopted and used by a company. Or applied on the articles of commerce with a view to indicate to the purchasing public to identify their products or services and distinguish them from products and services of others.

- **Franchising:** Franchising is a system for selectively distributing goods or services through outlets owned by the retailer or dealer; basically franchising is patent or trademarks license, entitling the holders to market particular products or services under a branch name or trademark according to predetermined terms and conditions.

ATTENTION STUDENTS APPEARING IN CS EXAMINATIONS !!
BAN ON CARRYING MOBILE PHONES INSIDE THE EXAMINATION CENTRE

Candidates are banned from carrying mobile phones, pagers, communication devices, books, printed or handwritten materials, costly items, etc., inside the Examination Centre premises.

Candidates are, therefore, warned and advised, in their own interest, not to carry any such banned items, i.e., mobile phones, pagers, communication devices, books, printed or handwritten materials, costly items, etc., to the Examination Centre premises. The Institute or Examination Centre authorities shall not in any way be responsible for arranging safe keeping and/or loss/damage of such items nor entertain any correspondence in this regard.

Any candidate found in possession of such banned items inside the Examination Centre will be deemed to have willfully infringed the "Instructions to Examinees", and it may entail stern disciplinary action including cancellation of examination under the provisions of the Company Secretaries Regulations, 1982, as in force.

EXAMINATION

1. DECLARATION OF JUNE, 2011 EXAMINATION RESULTS

The results of Foundation Programme examination held in June, 2011 are scheduled to be declared at 11.00 AM on 25th August, 2011. The results alongwith individual candidate's subjectwise break-up of marks will be available on Institute's website *www.icsi.edu* on 25th August, 2011 after 11.00 AM onwards.

In accordance with the decision taken by the Institute effective from June, 2011 session of examination onwards dispatch of physical copies of Marks-Statement shall be discontinued. Instead formal E-Marks Statements will be uploaded on the student portal *www.icsi.in* which may be downloaded by the students for their use and records.

2. VERIFICATION OF MARKS

In terms of regulation 46 (2) of The Company Secretaries Regulations, 1982, as in force, a candidate can seek 'Verification of Marks' in any subject(s) of June, 2011 examination within one month from the date of declaration of results. The application for verification of marks should be made by interested candidates on a plain paper, in candidate's own handwriting together with requisite fee @ Rs.100/- per subject within one month from the date of declaration of results, *i.e.*, upto and including *26th September, 2011 (25th September, 2011 being Holiday)*. The application for seeking verification of marks should invariably include - (i) Name; (ii) Roll Number; (iii) Registration Number; (iv) Stage of examination; (v) Subject(s) in which verification of marks sought; (vi) Amount of fee paid @ Rs.100/- per subject by way of demand draft favouring 'The Institute of Company Secretaries of India', payable at New Delhi; (vii) Demand Draft Number, Date, Amount and Drawee's Bank; and (viii) complete postal address of candidates with Phone/Mobile Number(s) and e-mail id(s).

The application for verification of marks duly completed in all respects should reach on or before the last date, i.e., *26th September, 2011 (25th September, 2011 being Holiday) addressed to The Joint Director (Exams.), The Institute of Company Secretaries of India, C-37, Institutional Area, Sector 62, NOIDA - 201309 (U.P.).* **Candidates are advised not to club any other query/matter or remittance of fees along with his/her request for Verification of Marks to facilitate an early reply.**

The response time to candidates' requests for verification of marks is normally 3-4 weeks from the date of receipt of their applications in the Examination Deptt. of the Institute. After completion of verification process, outcome of the verification of marks is hosted on the Institute's website: www.icsi.edu and the candidate concerned by entering his/her Roll No. or Student Registration Number can know about the status/outcome of his/her application. The candidates concerned are also individually informed about the outcome of their requests by post. However, if a candidate does not receive any communication by 20th November, 2011, he/she should write to the Joint Director (Exams.) giving relevant details - (i) his/her name; (ii) student registration number and Roll Number; (iii) stage of examination (iv) name of the subject(s) in which verification of marks was sought; (v) date of application and mode of its dispatch; (vi) amount of verification fee and mode of its remittance, viz., Bank Draft No., date of issue of Bank Draft, Name of drawee bank; (vii) complete postal address along with PIN Code; (viii) e-mail id; and (ix) Mobile/ Telephone Number.

3. DECEMBER, 2011 EXAMINATION

The next examination for Foundation Programme, scheduled in December, 2011, will be held from Monday, the 26th December, 2011 to Thursday, the 29th December, 2011 at 72 examination centres, viz., 1. Agra, 2. Ahmedabad, 3. Ajmer, 4. Allahabad, 5. Ambala, 6. Aurangabad, 7. Bangalore, 8. Bareilly, 9. Bhilwara, 10. Bhopal, 11. Bhubaneswar, 12. Calicut, 13. Chandigarh, 14. Chennai (West), 15. Chennai (South), 16. Coimbatore, 17. Dehradun, 18. Delhi (East), 19. Delhi (North), 20. Delhi (South), 21. Delhi (West), 22. *Dhanbad, 23. Ernakulam, 24. Faridabad, 25. Ghaziabad, 26. Gurgaon, 27. Guwahati, 28. Hubli-Dharwad 29. Hyderabad, 30. Indore, 31. Jabalpur, 32. Jaipur, 33. Jammu, 34. Jamshedpur, 35. Jodhpur, 36. Kanpur, 37. Kolhapur, 38. Kolkata (North), 39. Kolkata (South), 40. *Kota, 41. Lucknow, 42. Ludhiana, 43. Madurai, 44. Mangalore, 45. Meerut, 46. Mumbai (CG), 47. Mumbai (GTK), 48. Mumbai (JOG), 49. Mysore, 50. Nagpur, 51. Nasik, 52. Noida, 53. Panaji, 54. Patna, 55. Puducherry, 56. Pune, 57. Raipur, 58. Rajkot, 59. Ranchi, 60. Salem, 61. Sonepat, 62. Shimla, 63. Srinagar, 64. Surat, 65. Thane, 66. Thiruvananthapuram, 67. Thrissur, 68. Tiruchirapalli, 69. Udaipur, 70. Vadodara, 71. Varanasi, 72. Vijayawada, 73. Visakhapatnam, 74. Yamuna Nagar (Haryana) and 75. Overseas Centre - Dubai as per the Examination Time-Table and Programme given on the next page:

TIME TABLE & PROGRAMME
(FOUNDATION PROGRAMME - DECEMBER, 2011)

Date & Day	Morning Session (9.00 A.M. to 12.00 Noon)
26.12.2011 Monday	English and Business Communication
27.12.2011 Tuesday	Economics and Statistics
28.12.2011 Wednesday	Financial Accounting
29.12.2011 Thursday	Elements of Business Laws and Management

NOTE:

1. *Dhanbad and Kota Centres on experimental basis.*
2. *The Institute reserves the right to withdraw any centre at any stage without assigning any reason.*
3. *Candidates should note that response to result queries, non-receipt of result of verification of marks, etc. will not be accepted as valid and sufficient reason for seeking any relaxation or not complying with the requirements of regulations and/or last dates for submission of enrolment applications for the next examinations. Therefore, the candidates in their own interest are advised to timely keep track of important announcements, last dates and observe the time schedule.*

4. USE OF CALCULATORS IN EXAMINATIONS

Candidates are allowed to bring and use their own battery operated, noiseless and cordless pocket calculators with not more than 6 functions, 12 digits and 2 memories. Exchange or lending/borrowing of calculators among students is strictly forbidden in the examination hall.

5. HINDI AS AN OPTIONAL MEDIUM OF WRITING EXAMINATION

Candidates are allowed to use Hindi as an optional medium for writing all papers of the Foundation Programme examination *(except 'English and Business Communication' paper)* on the following conditions:

(i) except for **'English and Business Communication'** paper which is required to be answered compulsorily in English only, the option must be exercised each time for appearing in the examination for all remaining papers and not for any individual paper(s) in the enrolment application form.

(ii) option once exercised is irrevocable for that particular session of examination;

(iii) answer books of candidates who write part of papers/answers in one medium and the remaining part in other medium are liable to be cancelled without any notice;

(iv) candidates who have exercised option of Hindi Medium in their examination enrolment form for writing Foundation Programme Examination will be provided Question Papers printed both in English and Hindi *(except for 'English and Business Communication' paper which will be printed/required to be answered in English only);*

(v) if a candidate writes his/her answers in Hindi medium without exercising such an option in the enrolment application form, he/she may not be given credit for his/her answers;

(vi) candidates opting Hindi medium for the examination must write *HINDI MEDIUM* in bold letters on the top of the cover page of *Answer Book No(s).1 and 1B*, as the case maybe; and

(vii) candidates opting Hindi medium may, if they so desire, write answers to practical questions, headings, quotations, technical or legal terms, sections, rules, etc., in English also.

6. GENERAL QUERIES

Candidates should note that for queries relating to: (i) admission/registration fees; (ii) filling of examination form along with requisite fee; (iii) grant/cancellation of subject wise exemption(s); (iv) Coaching Completion Certificate/Response Sheets evaluation; (v) Computer Training Certificate; and (vi) non-receipt of Pass Certificates. etc., they may contact the concerned helpdesk as per details published else-where in this issue.

ATTENTION STUDENTS!
(FOUNDATION PROGRAMME)

Availability of Soft Copies of Foundation Programme Study Material
The Study Material on CD ROM of each subject of Foundation Programme has been made available by the Institute at all its Regional and Chapter Offices. The students who have been registered for Foundation Programme from **1st September, 2010 onwards** may collect the above CDs (Soft Copies) from their respective Regional / Chapter Office **free of cost** on production of their Identity Card.

NOTIFICATION
ICSI/CS/04/ 2011

In pursuance of para 11 of the "Merit Scholarship (Company Secretaryship Course) Scheme 1983", the following students have been awarded `Merit Scholarships' for the Executive Programme and Professional Programme examinations on the basis of their meritorious performance in the Foundation Programme and Executive Programme Examinations of 'company secretaryship' held in December, 2010:

FOR EXECUTIVE PROGRAMME

Sl. No.	Name of the student	Registration No.
1.	NAMAN GARG	120491741/02/2011
2.	AMOGH GAUTAM DIWAN	420903773/02/2011
3.	MS. SWATI RAWAT	221062421/02/2011
4.	ADITYA VIKRAM KEJRIWAL	120485027/02/2011
5.	MS. PALAK MIDDHA	221053126/02/2011
6.	ABDULLAH RASHID FAKIH	420911471/02/2011
7.	MS. KIRTANA JAISHANKAR	420930071/02/2011
8.	NAYAN CHOKHANI	120499053/03/2011
9.	MS. A PRATHIBA	320691291/05/2011
10.	MS. RITIKA PODDAR	120484441/02/2011
11.	ROHAN KARIA	320676023/02/2011
12.	MS. RITIKA BIYANI	120475757/02/2011
13.	MOHIT AGARWAL	120487530/02/2011
14.	TOSIT AGARWAL	221069565/02/2011
15.	SAMEER CHUGLANI	221077049/02/2011
16.	MS. AASHI KHEMKA	120475640/02/2011
17.	MOHIT GOENKA	120476541/02/2011
18.	NAWAL KISHOR AGARWAL	120500035/02/2011
19.	MS. SHWETA DAGA	221095439/02/2011
20.	MS. PARISHA SHARMA	221060760/02/2011
21.	MS. R GAYATHRI DHEVI	320688157/02/2011
22.	NEERAJ MANTRI	420917322/02/2011
23.	MS. ROHINI JINDAL	120464183/02/2011
24.	MS. NIMISHA DROLIA	120488022/02/2011
25.	TUHIN JAGDISH CHOWDHURY	120483192/02/2011
26.	NISCHAY ARORA	221045280/02/2011

FOR PROFESSIONAL PROGRAMME

Sl. No.	Name of the student	Registration No.
1.	MS. NUPUR KEDIA	320561108/02/2010
2.	PARAMESWARAN BABU SRIKANTH	320572506/02/2010
3.	VINAY KUMAR JAIN	220735188/06/2009
4.	MS. GARIMA SHARDA	220849141/02/2010
5.	NRUPANG BHUMITRA DHOLAKIA	420726676/02/2010
6.	MS. MANJARI GOEL	120386307/02/2010
7.	MS. BHAWNA GUPTA	220842801/02/2010
8.	YAGYESH LADIA	120379719/02/2010
9.	NIPUN JAIN	120395181/02/2010
10.	MS. EKTA BHARGAVA	220813283/02/2010
11.	MS. PRIYANJALI AGARWAL	220759175/08/2009
12.	KARAN NAHAR	120385836/02/2010
13.	MS. NEHA MAHESHWARI	220834663/02/2010
14.	MS. NIDHI KHANDELWAL	220828424/02/2010
15.	SOURABH KISHANPURIA	120382639/02/2010
16.	MS. PARIDHI GUPTA	220823961/02/2010
17.	MS. PRITI GUPTA	220842641/02/2010
18.	BISHAL DAS	220620772/08/2008
19.	JAY PANKAJBHAI SHAH	420676246/08/2009
20.	MS. PRITI JAIN	120378536/02/2010
21.	ANCHIT JAIN	220844711/02/2010
22.	GAURAV JAIN	220840138/02/2010
23.	PRATIK GOYAL	120376250/02/2010
24.	MS. VIDHI AGRAWAL	220835538/02/2010
25.	MS. ANNAPURNA SRIKANTH	320526722/08/2009

BY ORDER OF THE COUNCIL

File No.205:Exams:D/2010
Dated the 15 July, 2011
NEW DELHI - 110 003

(CS N K JAIN)
(SECRETARY & CEO)

ALL INDIA MERIT LIST

LIST OF FIRST 25 TOP RANKERS WHO HAVE PASSED ALL PAPERS OF FOUNDATION PROGRAMME, EXECUTIVE PROGRAMME AND PROFESSIONAL PROGRAMME EXAMINATIONS WITHOUT EXEMPTION IN ANY PAPER, IN ONE SITTING, IN DECEMBER, 2010

FOR FOUNDATION PROGRAMME

Sl. No.	Rank	Name of the Candidate	Roll No.	Registration No.
1.	1	NAMAN GARG	7002	110242293/03/2010
2.	2	AMOGH GAUTAM DIWAN	23187	410333790/03/2010
3.	3	SWATI RAWAT	23447	210612869/03/2010
4.	4	ADITYA VIKRAM KEJRIWAL	8022	110231927/03/2010
5.	5	PALAK MIDDHA	10389	210572708/03/2010
6.	5	ABDULLAH RASHID FAKIH	23549	410332369/03/2010
7.	6	KIRTANA JAISHANKAR	24281	410314489/02/2010
8.	7	NAYAN CHOKHANI	5807	110215525/02/2010
9.	8	A PRATHIBA	18948	310190545/03/2010
10.	9	RITIKA PODDAR	6629	110234715/03/2010
11.	10	ROHAN KARIA	18780	110244850/03/2010
12.	11	RITIKA BIYANI	5986	110220990/03/2010
13.	11	MOHIT AGARWAL	6556	110233330/03/2010
14.	11	TOSIT AGARWAL	14688	210576322/03/2010
15.	11	SAMEER CHUGLANI	17488	210613117/03/2010
16.	12	AASHI KHEMKA	5362	110194751/08/2009
17.	12	MOHIT GOENKA	7175	110248188/03/2010
18.	13	NAWAL KISHOR AGARWAL	5800	110215419/02/2010
19.	13	SHWETA DAGA	11998	210576040/03/2010
20.	13	PARISHA SHARMA	15107	210593827/03/2010
21.	13	R GAYATHRI DHEVI	19013	310166696/07/2009
22.	13	NEERAJ MANTRI	22193	410317571/03/2010
23.	14	ROHINI JINDAL	6224	110226211/03/2010
24.	14	NIMISHA DROLIA	7902	110222261/03/2010
25.	14	TUHIN JAGDISH CHOWDHURY	7987	110230335/03/2010
26.	14	NISCHAY ARORA	17638	210558400/11/2009
27.	15	JUHI NIRMAL KOTHARI	24043	410321216/03/2010
28.	16	MUKUL DEVPURA	18140	210627921/03/2010
29.	16	SHIVANI PRAKASH KOTADIA	21630	410324046/03/2010
30.	17	KANUPRIYA CHOWKHANI	7933	110225782/03/2010
31.	17	SHREYA DUTT SHANDILYA	18171	210573111/03/2010
32.	18	SWATI SULTANIA	5437	110198130/09/2009
33.	18	KAPIL KANUNGO	16880	210588701/03/2010
34.	19	HITESH MANOT	6697	110235679/03/2010
35.	19	SOMU LAKSHMANAN	18962	310181868/11/2009
36.	19	SHILPA AGARWAL	19701	310184428/03/2010
37.	20	PRATIK JAIN	6293	110227297/03/2010
38.	20	MONIKA	8020	110231746/03/2010
39.	20	RUCHIKA BIRLA	16657	210476482/03/2009
40.	20	MAHALAKSHMI VENUGOPALAN	18998	310192756/03/2010
41.	20	KARISHMA BHARAT DESAI	22604	410323481/03/2010
42.	21	NAVIN PRAJAPATI	5988	110221031/03/2010
43.	21	YASH LOHARUKA	6299	110227770/03/2010
44.	21	PRACHITA AGARWAL	7897	110221717/03/2010
45.	21	SHOBHIT BIRLA	14611	210566516/03/2010
46.	21	PARNIKA JAIN	17975	410283790/07/2009
47.	22	ABHISECK JAIN	6806	110238324/03/2010
48.	22	PRIYANKA LAKHOTIA	6901	110240242/03/2010
49.	22	ANMOL BHATIA	13220	210561926/02/2010

Sl. No.	Rank	Name of the Candidate	Roll No.	Registration No.
50.	22	DISHA NAVIN THAKKAR	21913	410341791/02/2010
51.	23	RUCHI TAPARIA	6263	110226923/03/2010
52.	23	MANISHA CHOUDHARY	14686	210576301/03/2010
53.	23	SHALEEN KOOLWAL	14697	210576444/03/2010
54.	23	NEETU SINGH	17279	210567650/02/2010
55.	24	POOJA BAHETY	6367	110230382/03/2010
56.	24	MAYANK AGARWAL	6717	110235950/03/2010
57.	24	SAKSHI JAIN	15106	210593811/03/2010
58.	24	MAHARSHI RAJESH GANATRA	21885	410327605/03/2010
59.	25	SHALINI GUPTA	5351	110194420/08/2009
60.	25	HONEY GUPTA	5977	110220529/03/2010
61.	25	ANKITA SINGHANIA	6930	110240827/03/2010
62.	25	TANISHA LACHHIRAMKA	7226	110190954/07/2009
63.	25	KAJAL GUPTA	12055	210581432/03/2010
64.	25	MANINI JAIN	16585	210632072/03/2010
65.	25	MANSIMRAN KAUR	17645	210585344/03/2010
66.	25	AKSHUNN DAGA G	19249	310174914/09/2009
67.	25	SHARADA	19339	310195316/03/2010
68.	25	KRITHIKA RAGHU	24282	410314494/02/2010

FOR EXECUTIVE PROGRAMME

Sl. No.	Rank	Name of the Candidate	Roll No.	Registration No.
1.	1	NUPUR KEDIA	52516	320561108/02/2010
2.	2	PARAMESWARAN BABU SRIKANTH	59926	320572506/02/2010
3.	3	VINAY KUMAR JAIN	34382	220735188/06/2009
4.	4	GARIMA SHARDA	47222	220849141/02/2010
5.	5	NRUPANG BHUMITRA DHOLAKIA	68185	420726676/02/2010
6.	6	MANJARI GOEL	31155	120386307/02/2010
7.	6	BHAWNA GUPTA	36777	220842801/02/2010
8.	7	YAGYESH LADIA	28687	120379719/02/2010
9.	8	NIPUN JAIN	30908	120395181/02/2010
10.	8	EKTA BHARGAVA	47999	220813283/02/2010
11.	9	PRIYANJALI AGARWAL	48655	220759175/08/2009
12.	10	KARAN NAHAR	30696	120385836/02/2010
13.	10	NEHA MAHESHWARI	45779	220834663/02/2010
14.	10	NIDHI KHANDELWAL	45794	220828424/02/2010
15.	11	SOURABH KISHANPURIA	29437	120382639/02/2010
16.	11	PARIDHI GUPTA	38608	220823961/02/2010
17.	12	PRITI GUPTA	36774	220842641/02/2010
18.	12	BISHAL DAS	37175	220620772/08/2008
19.	12	JAY PANKAJBHAI SHAH	61392	420676246/08/2009
20.	13	PRITI JAIN	30729	120378536/02/2010
21.	13	ANCHIT JAIN	42204	220844711/02/2010
22.	13	GAURAV JAIN	47290	220840138/02/2010
23.	14	PRATIK GOYAL	28206	120376250/02/2010
24.	14	VIDHI AGRAWAL	45638	220835538/02/2010
25.	14	ANNAPURNA SRIKANTH	59135	320526722/08/2009
26.	15	AKASH SARAF	27811	120383486/02/2010
27.	15	NEELAM AGARWAL	34379	220839497/02/2010
28.	15	YOGESH JAIN	50440	220763459/08/2009
29.	15	SANDHYA H B	52159	320567810/02/2010

Sl. No.	Rank	Name of the Candidate	Roll No.	Registration No.
30.	16	NIKHAR JAIN	25680	120362271/11/2009
31.	16	GOVIND RATHI	44928	220813591/02/2010
32.	17	ANKIT AGARWAL	27729	120381435/02/2010
33.	17	BINAY KR MOHATA	29514	120394273/02/2010
34.	17	PRIYA CHUTANI	30800	120376581/02/2010
35.	17	SIDDHARTHA AGARWAL	30976	120377374/02/2010
36.	17	DEEPA SIKARIA	31149	120386105/02/2010
37.	18	SANDEEP KUMAR SHAW	28224	120376649/02/2010
38.	18	CHERRY AGARWAL	30923	120386540/02/2010
39.	18	PANKHURI SINGHAL	32550	220686355/02/2009
40.	18	DIVYA PARAMESWAR IYER	65958	420728133/02/2010
41.	19	ABHILASHA MORE	27999	120377901/02/2010
42.	19	RAHUL GUPTA	31197	120383789/02/2010
43.	19	K DILEEP KUMAR	60163	320568339/02/2010
44.	20	SWATI HEMCHAND BHURA	28220	120376527/02/2010
45.	20	CHANDRA BHUSHAN KESHAV	37173	120382846/02/2010
46.	20	RAHUL JAIN	44933	220813671/02/2010
47.	20	PRIYANKA KHATRI	48022	220846245/02/2010
48.	20	PELLAKURU VISHNU THEJA	58056	320566723/02/2010
49.	20	NIKITA HARLALKA	68187	420726697/02/2010
50.	21	ASTHA JAIN	30821	120387382/02/2010
51.	21	NIKITA GOENKA	31272	120371373/02/2010
52.	21	SAURABH DHARIWAL	47385	220840589/02/2010
53.	21	R LAVANYA	54124	320376292/12/2006
54.	21	CHIRAG M KUMBHAT	55083	320570471/02/2010
55.	21	ADWAIT VINOD BAMBOL	71668	420572856/08/2008
56.	21	KARUNA KAMAL KUMAR JAIN	73168	420725914/02/2010
57.	22	RACHIT MEHROTRA	29476	120340580/08/2009
58.	22	RASHMI BAJAJ	31018	120521107/08/2009
59.	22	MILIND DINESHKUMAR KOTAK	68166	420654111/08/2009
60.	22	RIDDHI ROHIT SOMAIYA	74623	420741301/02/2010
61.	23	SUNDARARAJ R	55845	320560541/02/2010
62.	24	PREETI AGARWAL	27634	120371051/02/2010
63.	24	ARIHANT KUMAR BARDIA	31251	120396383/02/2010
64.	24	SUVIDHA SRINIVASAN	54009	320574376/02/2010
65.	25	NITU GUPTA	27562	120373500/02/2010
66.	25	RISHI PASHARI	27635	120371086/02/2010
67.	25	NEHA AGARWAL	28183	120350701/08/2009
68.	25	ABHISHEK SANWARIA	30852	120379181/02/2010
69.	25	TRIPTI MAHIPAL	45263	220690061/02/2009
70.	25	HARINI VIJAYAKUMAR	54974	320576667/02/2010

FOR PROFESSIONAL PROGRAMME

Sl. No.	Rank	Name of the Candidate	Roll No.	Registration No.
1.	1	AMIT SHIVHARI JALAN	95398	420506302/08/2007
2.	2	CHANDNI BANTHIA	77087	120311911/02/2009
3.	3	DIVYA AGARWAL	77328	120320075/02/2009
4.	4	NIKKI AGARWAL	76959	120307700/02/2009
5.	5	PIYUSH KUMAR GOEL	77056	120309953/02/2009
6.	6	PAWAN DILIPKUMAR SARDA	95970	420602558/02/2009
7.	7	ANITA CHATRANI	85340	220684856/02/2009
8.	7	MURALI B	89046	320439487/07/2008
9.	8	RAHUL SARAF	77028	120309401/02/2009
10.	8	BHANU	80808	220622957/08/2008
11.	9	ANUPAMA M ACHUTHAN	88663	320473727/01/2009
12.	10	VAIRAGYA JHAWAR	77027	120309391/02/2009
13.	10	KESHAV GUPTA	77089	120311930/02/2009

Sl. No.	Rank	Name of the Candidate	Roll No.	Registration No.
14.	11	SURAVI LODHA	78079	120309826/02/2009
15.	12	AKSHITA GUPTA	84661	220689185/02/2009
16.	12	ANKITA MADANLAL JAIN	93949	420602053/02/2009
17.	13	VINEET KUMAR BATHWAL	76815	120293873/08/2008
18.	13	SHIVAM DHANUKA	77058	120309974/02/2009
19.	13	SWATI ANCHALIA	77384	120323608/02/2009
20.	14	AKSHAY KUMAR JAIN	84510	220620097/08/2008
21.	15	PREETI LALWANI	77113	120312889/02/2009
22.	16	RAMESH CHANDRA PATHAK	80868	220672562/02/2009
23.	16	RADHARAMAN KAMALKISHOR LAHOTI	95973	420604689/02/2009
24.	17	NAVITA RUNGTA	77009	120308972/02/2009
25.	17	JYOTI NATHANY	77365	120321566/02/2009
26.	18	ANKIT DHANUKA	77032	120309539/02/2009
27.	18	LAXMIKANT KABRA	77059	120309981/02/2009
28.	18	SNEHA SARDA	77286	120318592/02/2009
29.	19	MAHESH CHANDGOTHIA	77084	120311819/02/2009
30.	20	AAKANKSHA AGARWAL	78058	120308234/02/2009
31.	21	ADITYA AGARWAL	77116	120312911/02/2009
32.	22	VISHAL SARAOGI	77057	120309969/02/2009
33.	22	NIDHI SUHASARIA	97334	120306958/02/2009
34.	23	SIJO PHILIP	87872	320410953/11/2007
35.	23	PRADEEP RAJADAS VGP	88653	320454925/08/2008
36.	24	AYUSH GOEL	77020	120309278/02/2009
37.	24	AMITA AGARWAL	77073	120310636/02/2009
38.	24	S KRITHIKA	89047	320440241/08/2008
39.	25	KAVISH JALAN	77321	120319982/02/2009
40.	25	ADITI JAIN	77332	120320155/02/2009
41.	25	SHREYA MAHESH SHAH	89354	320484577/02/2009

LIST OF FIRST 10 TOP RANKERS WHO HAVE PASSED ALL PAPERS OF FINAL EXAMINATIONS WITHOUT EXEMPTION IN ANY PAPER, IN ONE SITTING, IN DECEMBER, 2010

EXAMINATION: FINAL

Sl. No.	Rank	Name of the Candidate	Roll No.	Registration No.
1.	1	MAHIBOOB MAHALINAMANI	2386	CR0331685/07/2007
2.	2	SHASHANK KASAT	494	ER0231953/02/2006
3.	3	UTKARSH BARASIA	497	ER0250311/02/2007
4.	3	BHANU PRAKASH MUPPASANI	2534	CR0337105/11/2010
5.	4	SUDHIR MAHADEV UGAVEKAR	3929	CR0329521/03/2006
6.	5	SOURAB KEJRIWAL	499	ER0261180/08/2007
7.	6	RAJ KUMAR	1508	CR0330658/10/2006
8.	7	ARUN K V	2443	SR0343619/01/2006
9.	8	AHALYA MURALEE	2532	SR0348221/02/2006
10.	9	SAKET MEHROTRA	498	ER0258751/08/2007
11.	9	SHILPI MALPANI	648	SR0368310/08/2006
12.	9	PRAVIN KUMAR	1313	CR0331872/08/2007

ATTENTION STUDENTS!

In accordance with the decision taken by the Institute, from June, 2011 session onwards, the dispatch of Marks-sheets for Foundation Programme Examination in physical form will be discontinued. The details of marks will be available immediately after the declaration of results on the Institute's website: **www.icsi.edu**. Formal E-Mark Sheets will be uploaded on the student portal www.icsi.in which may be downloaded by the students for reference and records.

N O T I F I C A T I O N
ICSI/CS/05/2011

In pursuance of para 13 of the "Merit-cum-Means Assistance (Company Secretaryship Course) Scheme, 1983", as amended upto 18th August, 2009, applications are invited to reach the Institute in the prescribed form on or before *25th November, 2011* for award of 25 numbers of financial assistance each for pursuing Executive Programme and Professional Programme of the "company secretaryship" from students who fulfil the eligibility criteria laid down under the said scheme.

According to the scheme, a candidate applying for assistance should have passed Foundation Programme or Both Modules of the Executive Programme examination without exemption in any paper, at one sitting, in the first attempt in June, 2011 examination. The income of such an applicant, if employed or is having an independent source of income, should not be more than Rs.1,50,000/- per annum and if he/she is dependent on his/her parents/guardian/ spouse whether partially or wholly, the combined gross income from all sources should not be more than Rs.2,50,000/- per annum.

Prescribed application form together with a copy of the Merit-cum-Means Assistance (Company Secretaryship Course) Scheme, 1983 can be downloaded from the Institute's Website link: **http://www.icsi.edu/Student/ MeritScholarship/tabid/1768/Default.aspx** or obtained by post from the Institute free of cost *by sending a self-addressed envelope of 23 cms. x 11 cms. size duly affixed with postage stamp worth Rs.10/-.* Applications not made on the prescribed forms and/or **without supporting documents,** incomplete applications, applications not fulfilling the eligibility criteria laid down under the scheme or applications not reaching the Institute on or before 25th November, 2011 are liable to be rejected.

BY ORDER OF THE COUNCIL

File No.207:Exams:2011

New Delhi - 110 003.

(CS N. K. JAIN)
SECRETARY & CEO

Dated, the 21st July, 2011

NEWS & ANNOUNCEMENT

FOUNDATION PROGRAMME REGULAR CLASSES THROUGH INTERACTIVE LEARNING FOR JUNE, 2012, EXAMINATION

DATE OF COMMENCEMENT OF CLASSES : 18th October, 2011

VENUE : NIRC - ICSI, 4, PRASAD NAGAR INSTITUTIONAL AREA, NEW DELHI-10005

STAGE	TIMINGS	NO. OF LECTURES	FEE (RS.)	DAYS
FOUNDATION PROGRAM				
	7.30 AM - 9.30 AM 10.00 AM - 12.00 Noon 12.30 PM - 2.30 PM 3.00 PM - 5.00 PM 5.30 PM - 7.30 PM	120	4,500/-	Daily one lecture

NOTE:

- Each Lecture is of two hours duration.
- Admissions on first come first served basis.
- Commencement of classes is subject to availability of sufficient number of students in each batch.
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For further details contact: Education Officer, NIRO of ICSI.
Tel.: 011-25769352, 49343005, Tele fax: 011-25722662
Email: *alka.arora@icsi.edu*

ATTENTION STUDENTS !

NEW EXAMINATION CENTRES AT BIKANER, DHANBAD, KOTA, KOTTAYAM, NAVI MUMBAI AND SILIGURI FOR CS EXAMINATIONS

The Institute is pleased to announce opening of six new Examination Centres at **Bikaner** (RAJASTHAN), **Dhanbad** (JHARKHAND), **Kota** (RAJASTHAN), **Kottayam** (KERALA), **Navi Mumbai** (MAHARASHTRA) and **Siliguri** (WEST BENGAL) for conduct of 'Company Secretaries' examinations, **on an experimental basis** beginning from December, 2011 examination onwards.

Accordingly, students are welcome to opt for new examination centres - (i) **Bikaner** (Centre Code 231); (ii) **Dhanbad** (Centre Code 108); (iii) **Kota** (Centre Code 230); (iv) **Kottayam** (Centre Code 319); (v) **Navi Mumbai** (Centre Code 419) ; and (vi) **Siliguri** (Centre Code 109) in their Examination Forms for **December, 2011** examination.
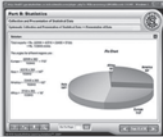
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HELP DESK OF THE ICSI

To facilitate the smooth communication of students with institute, contact details of various sections of Directorate of Students Services are given below :

Sl No.	Nature of Query	Telephone Numbers	E-mail IDs
1	Issue of study materials (Foundation & Executive)	(0120) 4522063	rajni.sharma@icsi.edu
2	Registration Status of Foundation/Executive Program	(0120) 4522061	ms.bhagwan@icsi.edu (for Foundation Program) anju.gupta@icsi.edu (for Executive Program)
3	De-novo / Extension / Professional Program Enrolment, Study materials for Professional Program	(0120) 4522072	archana.goel@icsi.edu
4	Paperwise Exemption	(0120) 4522074	s.hemamalini@icsi.edu
5	Non-receipt of Registration Letter/Identity Cards/Student Company Secretary Bulletin/E-mail Registration/Change of Address	(0120) 4522071	naveen.kumar@icsi.edu
6	Coaching Completion Certificates/Suggested Answers and Response Sheets Status/Oral Tuition/Examiners (DPTS)	(0120) 4522074	sp.singh@icsi.edu
7	Compulsory Computer Training	(0120) 4522075	prem.lata@icsi.edu
8	Public Private Partnership Scheme	(0120) 4522083	ashvini.srivastava@icsi.edu
9	Issue of Admission Certificate for Examinations	(0120) 4522081 / 86	enroll@icsi.edu
10	Duplicate pass certificate of Final/Professional	(0120) 4522081	siyaram@icsi.edu
11	Transcript/Verification of Qualification (only for students)	(0120) 4522081	siyaram@icsi.edu

In case of any difficulty, students may contact Shri Sohan Lal, Director (Student Services) at 0120-4522014

or write to

Director (Student Services)
The Institute of Company Secretaries of India
C-37, Sector-62, NOIDA – 201 309