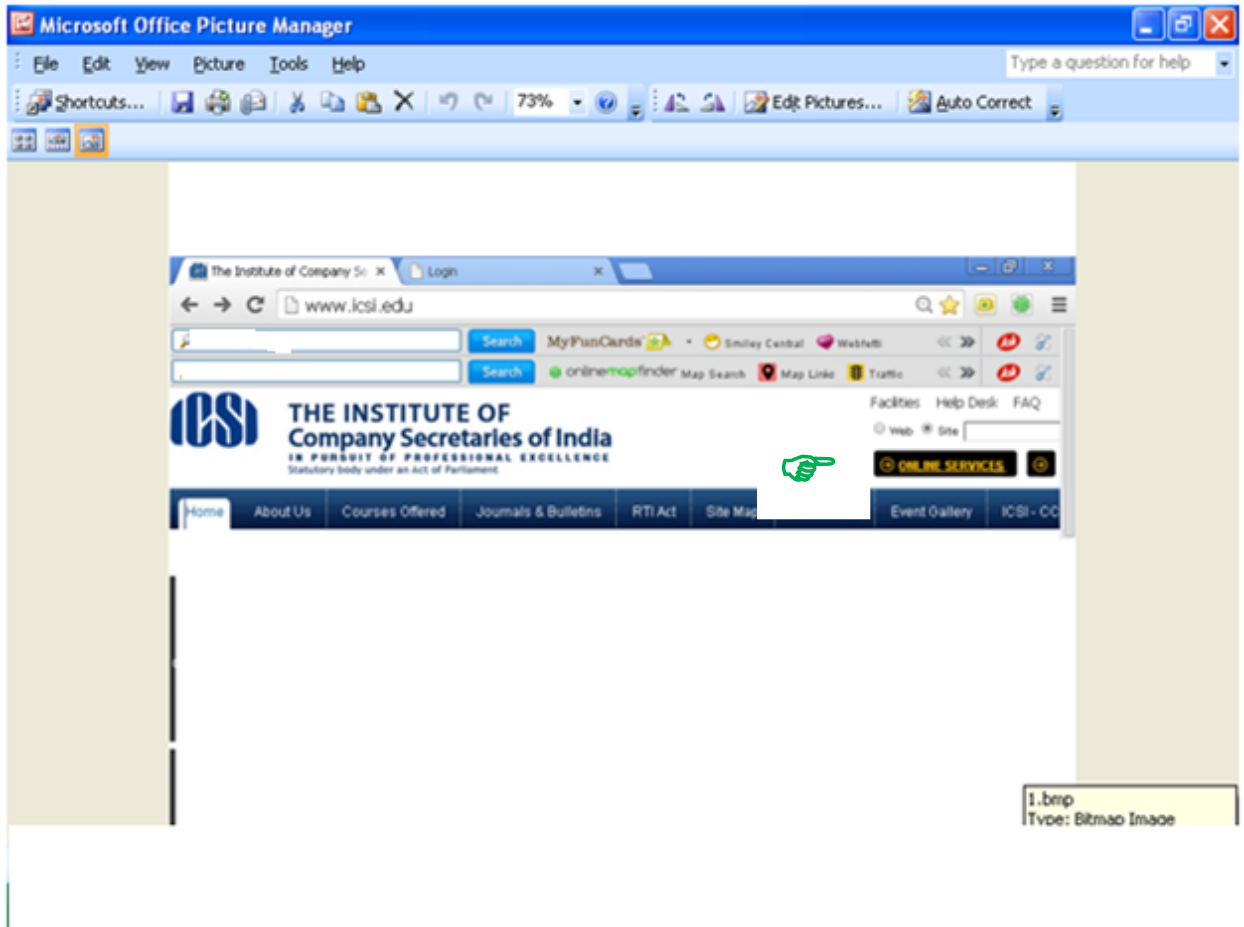
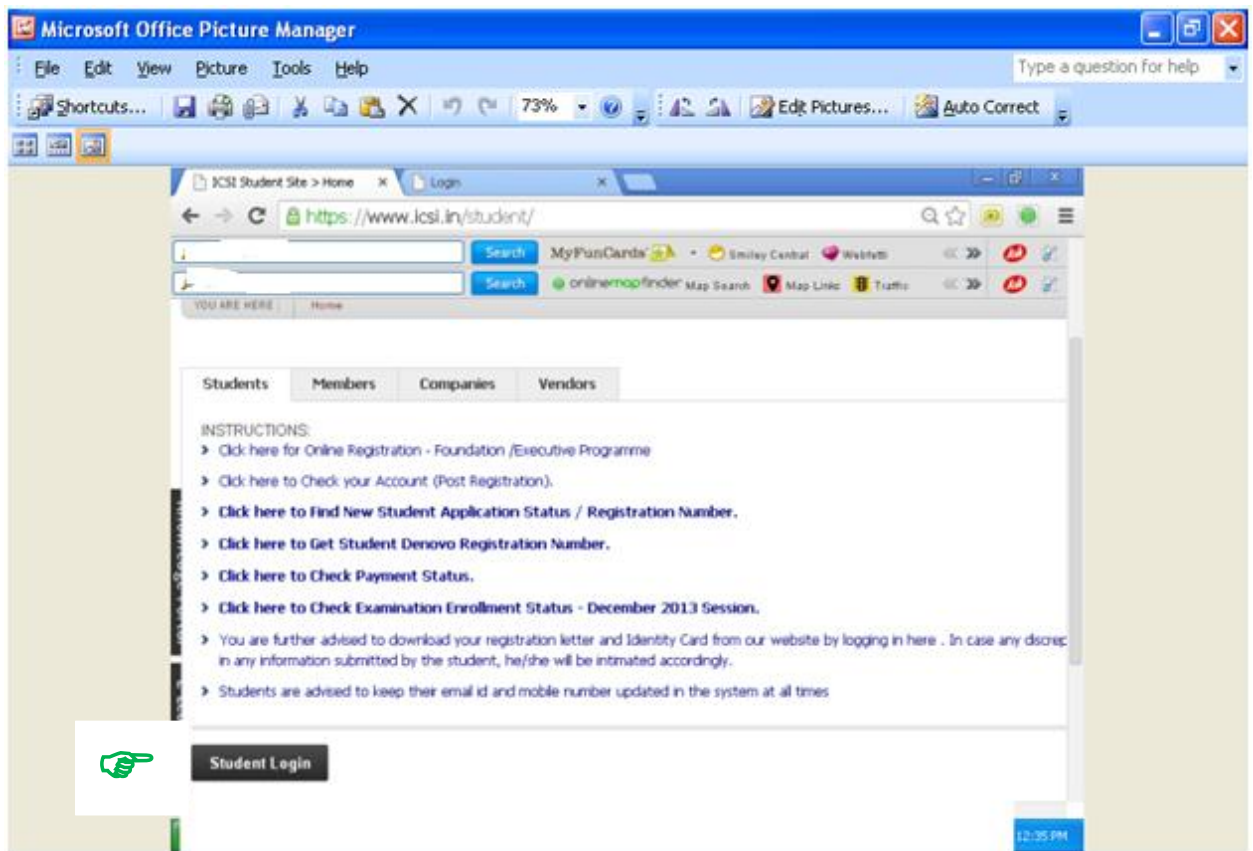


**ONLINE PROCESS FOR SWITCHOVER TO NEW SYLLABUS
(FOR EXECUTIVE PROGRAMME & PROFESSIONAL PROGRAMME
STUDENTS)**

STEP 1 : Click the Online Services button on the home page of www.icsi.edu



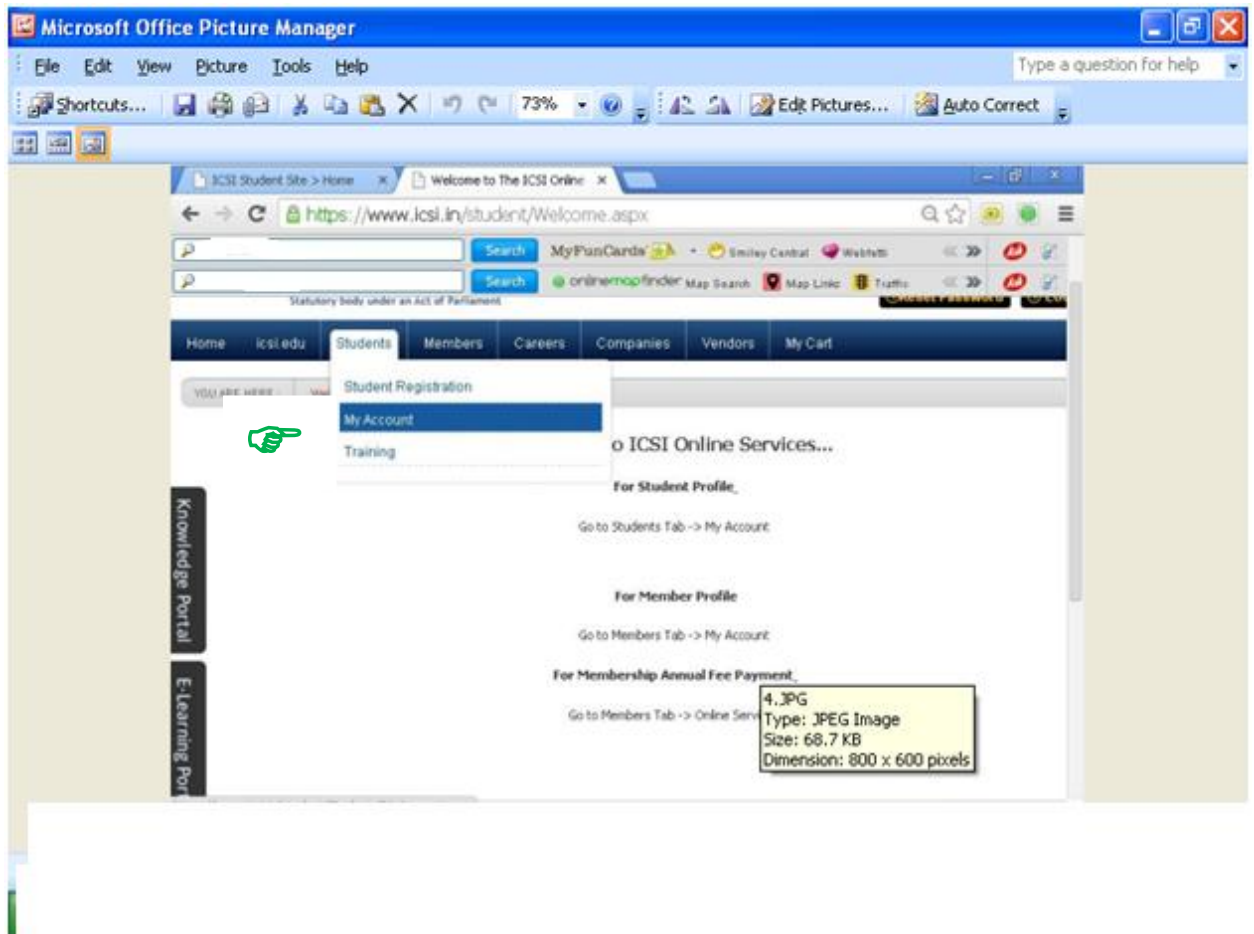
STEP -2 : Click on the Student login option.



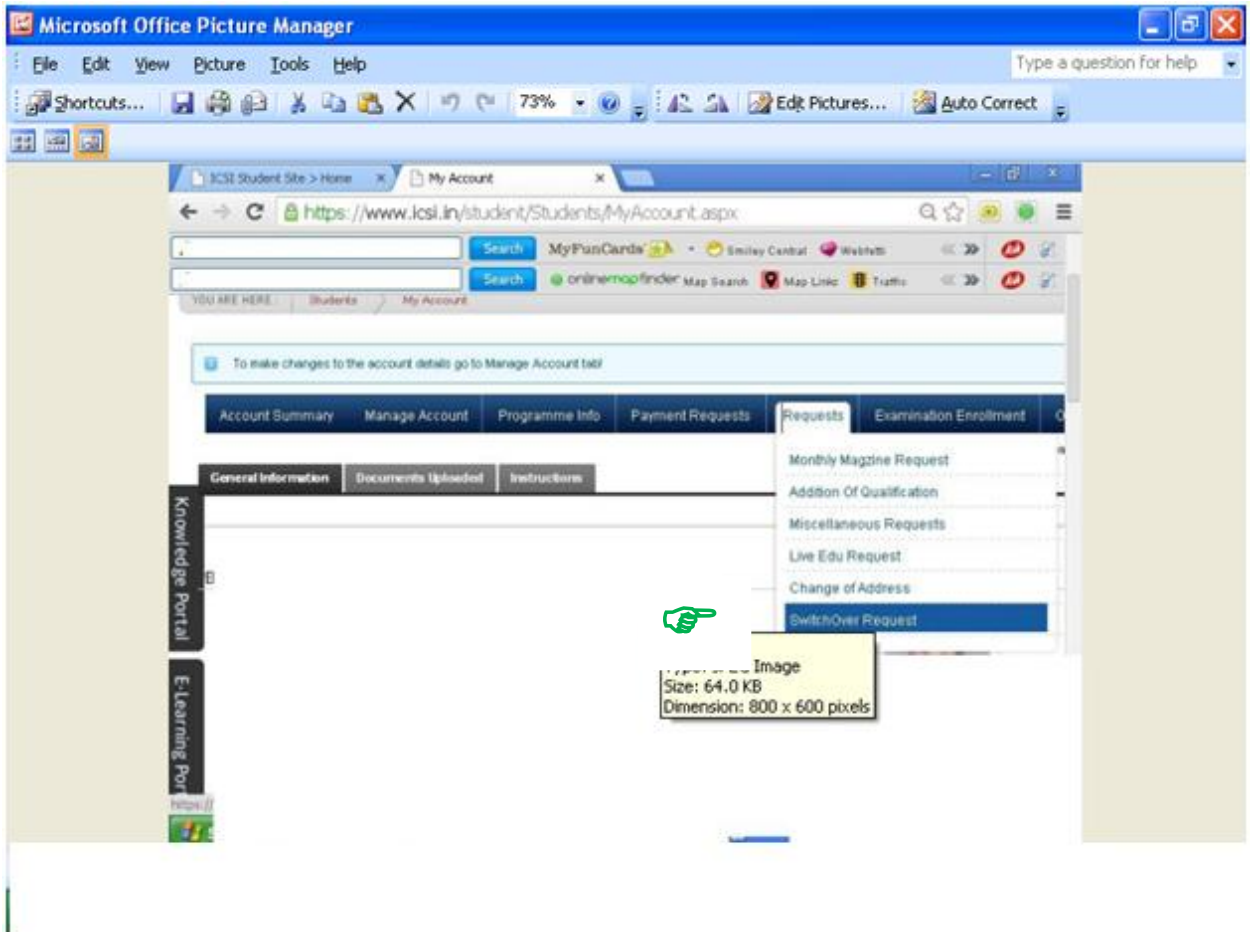
STEP-3 : Enter your Use Id (i.e. Registration number) and Password and Click on Login



STEP-4 : Go to “Students” option and then click on “My Account”



STEP-5 : Go to “Requests” option and click on “Switchover request”



STEP – 6 : Exercise the option for Elective Subject (only for Professional Programme Students)

The screenshot shows a Microsoft Office Picture Manager window displaying a browser window. The browser window is titled "My Account" and shows a page with a navigation menu and a form for selecting an elective subject. The form includes fields for "Old Syllabus" (2007) and "New Syllabus" (2012). The "Optional Subject" dropdown menu is open, showing a list of subjects: "BANKING LAW AND PRACTICE", "CAPITAL, COMMODITY AND MONEY MARKET", "INSURANCE LAW AND PRACTICE", "INTELLECTUAL PROPERTY RIGHTS - LAW AND PRACTICE", and "INTERNATIONAL BUSINESS LAWS AND PRACTICES". A green hand icon points to the "CAPITAL, COMMODITY AND MONEY MARKET" option. A yellow tooltip box is visible over the dropdown menu, displaying the following information: "6.JPG", "Type: JPEG Image", "Size: 96.5 KB", and "Dimension: 800 x 600 pixels". The browser window also shows a "PLEASE NOTE THAT SWITCH REVERT TO OLD SYLLABUS" message and a "Place Request" button. The browser address bar shows the URL "https://www.icai.in/student/Students/MyAccount/tabid/81/ctl/RequestSwitch".

STEP-7 : Click on “Place Request”

The screenshot shows a Microsoft Office Picture Manager window displaying a web browser. The browser window is titled "My Account" and shows a page from "www.icai.in/student/Students/MyAccount/tabid/81/ctl/RequestSwitch...". The page has a navigation menu with items like "Account Summary", "Manage Account", "Programme Info", "Payment Requests", "Requests", and "Examination Enrollment". The main content area shows "Old Syllabus: 2007" and "New Syllabus: 2012". Below this is a dropdown menu for "Optional Subject" with the following options: "- Select -", "- Select -", "BANKING LAW AND PRACTICE", "CAPITAL, COMMODITY AND MONEY MARKET", "INSURANCE LAW AND PRACTICE", "INTELLECTUAL PROPERTY RIGHTS - LAW AND PRACTICE", and "INTERNATIONAL BUSINESS LAWS AND PRACTICES". A green hand icon points to the "Place Request" button. A tooltip for the image shows "6.JPG", "Type: JPEG Image", "Size: 96.5 KB", and "Dimension: 800 x 600 pixels".

IMPORTANT : OPTIONS FOR (i) SWITCHOVER TO NEW SYLLABUS & (ii) ELECTIVE SUBJECT (UNDER MODULE-3 OF PROFESSIONAL PROGRAMME) ONCE EXERCISED WILL BE IRREVOCABLE AND WILL NOT BE CHANGED UNDER ANY CIRCUMSTANCES.

****X****