The ICFAI University, Tripura

The Institute of Chartered Financial Analysts of India University, Tripura (referred to hereafter as the University) was established in 2004 through an Act of State Legislature (Tripura Act 8 of 2004). The University has been approved by the University Grants Commission, under Section 2(f) of the UGC Act, 1956. The ICFAI University, Tripura has received approval from the Distance Education Council to offer programs on distance education mode.

The University believes in creating and disseminating knowledge and skills in core and frontier areas through innovative educational programs, research, consulting and publishing, and developing a new cadre of citizens with a high level of competence and deep sense of ethics and commitment to the code of professional conduct.

The Visitor of the University is H.E. The Governor of Tripura. The University is administered as per the Act, Statutes and Rules. The Board of Governors is headed by the Chancellor and has Vice-Chancellor and others as members. The Board of Management is headed by the Vice-Chancellor. The Academic Council is responsible for all academic matters.

The University campus, based at Agartala, is sprawling, landscaped and lush green. It provides a congenial environment for education and learning. It has well-equipped physical and academic infrastructure. The University has no study centers outside its authorized jurisdiction.

The University offers Bachelor, Master, and Doctoral programs in management, finance, science and technology, information technology, education, law and other areas.

The CFA Program, offered by the University, in accordance with the Sections 2 (xxvii), 7 (a) and 8 (c) of the Act, is independent of any other program in financial analysis that may be offered by any other organization in India or abroad.

The students are enrolled under the flexible mode. The University awards the Master of Financial Analysis Degree and confers the CFA Charter and Designation on students who successfully complete the CFA Program, through self-study and examinations subject to the University Regulations.

The University is a member of the Association of Commonwealth Universities, UK and the Federation of Universities, India.

Global Network

Recognizing the benefits of globalization, the ICFAI University has established networking relationships with leading institutions around the world.

THE ASSOCIATION OF COMMONWEALTH UNIVERSITIES, UK

The Association of Commonwealth Universities (ACU), UK: Established in 1913, the ACU is the oldest inter-university network in the world. ACU combines the expertise and reputation of over ninety years' experience with new and innovative program designed to meet the needs of universities in the 21st century. Around 500 members are spread across five continents. The ICFAI University is a member of the ACU.

SYRACUSE UNIVERSITY, USA

Syracuse University, USA: Syracuse University is located in Syracuse, NY, United States. Founded as a seminary in 1832, the University was officially chartered in 1870. Syracuse University's professional schools rank among the best in their respective fields in the United States.

UNIVERSITY OF BEDFORDSHIRE, LUTON, UK

University of Bedfordshire, Luton: The University of Bedfordshire provides excellent opportunities for more people to access top quality higher education. It works closely with the employers on curriculum, while forging close links with UK companies to provide a broad range of training and accredited industry programs. With large campuses in Luton and Bedfordshire, the University is the single, major provider of undergraduate, postgraduate and professional education in Bedfordshire.

UNIVERSITY OF SOUTH AUSTRALIA

University of South Australia: UniSA was founded on January 1, 1991. Since then, it has earned a reputation as a national leader in collaborative research, has been recognized nationally for innovation in teaching and has South Australia's largest intake of international students. UniSA is committed to educating professionals; creating and applying knowledge; engaging communities; maintaining cultural diversity amongst its staff and students; and providing equitable access to education for greater numbers of people.

UNIVERSITY OF NEUCHÂTEL, NEUCHÂTEL, SWITZERLAND

University of Neuchâtel, Switzerland: UniNe has its origins in the Academy which was created in 1838 by King Frederick William III of Prussia, Prince of Neuchâtel. The Academy awarded licentiate degrees in arts and science. The Academy of Neuchâtel became an University in 1909. UniNe has a congenial organization accommodating around 4000 students, supported by 860 staff.

MONASH UNIVERSITY, AUSTRALIA

Monash University, Australia: Monash University was established in Melbourne, Australia, in 1958. It is a member of the prestigious Group of Eight Universities and has emerged as a large and dynamic research and teaching institution, with a global reputation.

UNIVERSITY OF WOLLONGONG IN DUBAI, UAE

University of Wollongong in Dubai, UAE: UOWD is one of the UAE's oldest and most prestigious universities with a proud Australian heritage. Established in 1993 by the University of Wollongong in Australia, UOWD represented a very early Australian initiative in the UAE. UOWD attracts students from all over the world.

The CFA Program

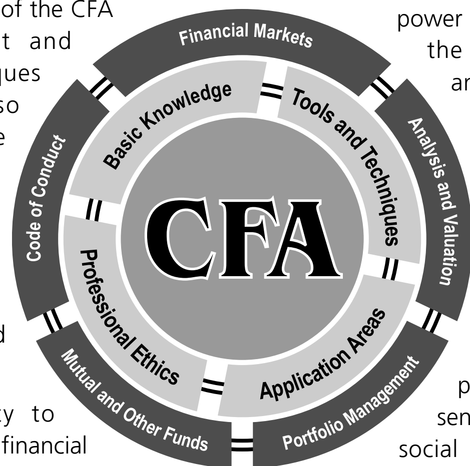
Chartered Financial Analyst

A Unique Program

The CFA Program offered by theICFAI University, Tripura is a unique program covering the areas of financial markets, financial analysis, valuation of assets, portfolio management, mutual and other funds and professional ethics.

The CFA Program has been developed in the context of the present and future needs of the investment industry and the CFA profession.

The core body of knowledge of the CFA Program includes current and evolving concepts, techniques and applications, and also providing the flavor of the frontiers of knowledge.



Objectives

The CFA Program is a postgraduate program with the following broad objectives:

- To improve the ability to develop a framework for financial analysis and to rationally evaluate alternatives for purposes of decision-making.
- To deepen insights into practical applications of financial analysis in a dynamic investment environment.
- To encourage aspiring financial analysts equip themselves with the latest tools and techniques.
- To develop contemporary body of knowledge and skill-set and make them available for those seeking rewarding careers in the investment industry era of globalization.

The Approach

The CFA Program follows the following distinctive but inter-related approaches :

- ***Basic Knowledge*** aimed at improving students' understanding of certain fundamental phenomena and relationships underlying the changing world of investment management.
- ***Tools and Techniques*** are required to equip students improve their analytical ability and power of integration and synthesis in the context of financial markets and instruments.
- ***Application Areas*** linking the theoretical studies to the practical problems faced by financial analysts and investment managers.
- ***Professional Ethics*** aimed at inculcating in the students an ethical approach in their professional interactions and a sense of personal, corporate, and social responsibilities.

Focus Areas

The Program has five focus areas:

- ***Financial Markets***

Financial markets include capital markets (equity, debt and derivatives) both primary and secondary segments. The players include the issuers of financial instruments, the institutional and individual investors, the intermediaries (like investment bankers, brokers, bankers, etc), the financial analysts, the media, the mutual funds, pension funds, hedge funds, the stock exchanges

A Special Note for CAs

As per the Supreme Court Judgement (May 2007) in ICFAI v/s ICAI [2007(5) ALD 56 (SC) reported in AIR 2007 SC 2091], Chartered Accountants can pursue the CFA Program and use the CFA designation after completion of the program. The notification issued by ICAI in August 1989 was quashed by the Supreme Court.

(like Bombay Stock Exchange, National Stock Exchange, etc), and the regulators like Securities and Exchange Board of India.

- ***Analysis and Valuation***

The various financial instruments like equity, fixed income securities (like bonds), and derivatives (like options, futures, and swaps) have different risks associated with them and yield different returns. These risks and returns have to be carefully analyzed and the instruments have to be properly valued applying various methods of valuation.

- ***Portfolio Management***

Different investors have different risk profiles and return-expectations. Hence different portfolios have to be developed and managed to achieve the objectives of the investors. Depending upon the changing circumstances, the portfolios have to be rebalanced. Asset allocation and risk-return management are the key functions of a successful portfolio manager.

- ***Mutual and Other Funds***

A wide variety of mutual funds, pension funds, and hedge funds have come into existence. Each mutual fund has several schemes: growth schemes, income schemes, balanced schemes, sectoral schemes, index-linked schemes, tax-planning schemes, etc. Several insurance companies have to manage their investment funds as per Insurance Regulatory Development Authority Regulations. Securities and Exchange Board of India has kept in place detailed regulations for mutual funds.

- ***Code of Conduct***

The CFAs are required to adhere to the code of ethics and standards of professional conduct covering various aspects like integrity, ethical behavior, professional competence, objectivity, professional independence and public trust.

Eligibility

Regular CFA:

Bachelor's Degree in English medium (any discipline) with 45% and above aggregate marks.

Students who have pursued their degree program in non-English medium are advised to undergo proper preparatory courses in Business English so that they can cope with the CFA Program.

Duration: 24 months.

Accelerated CFA: Open only for CAs/CWAs/CSs/MBAs (Finance)*.

* Candidates who have passed MBA with 70% marks or 7.0 CGPA and above (with minimum 4 elective subjects in Finance) are eligible.

Duration: 12 months.

Medium of instruction: English

Validity of enrollment

- *For students who pay fee year-wise.*

  They are required to complete Year I of the CFA Program within a maximum period of three years from the date of enrollment. Students who are unable to complete the program within three years, but are still keen on continuing in the program, are required to register *de novo* by paying the requisite fee.

- *For students who pay full fee for both the Years.*

  They are required to complete all six groups of the CFA Program within a maximum period of seven years from the date of enrollment. Students who are unable to complete the program within seven years, but are still keen on continuing in the program, are required to register *de novo* by paying the requisite fee.

Program structure

The CFA Program is divided into six groups. Each group consists of two subjects. The students are required to study and complete all the groups in a sequential manner.

The CFA Program Structure (360⁰ Flexible Learning Program®)	
Group	**Subject**
Year I	
Group A	● Financial Accounting ● Economics
Group B	● Quantitative Methods ● Financial Management
Group C	● Financial Markets ● Financial Statement Analysis
Year II	
Group D	● Equity: Analysis & Valuation ● Fixed Income Securities: Analysis & Valuation
Group E	● Derivatives: Analysis & Valuation ● Portfolio Management
Group F	● Mutual and other Funds ● Professional Ethics and Case Studies
Detailed curriculum will be provided to the enrolled students through the Students Regulations Book. (Examinations for each subject is for 100 marks and of 3 hours duration).	

360^0 Flexible Learning Program®

The CFA Program is based on study and examinations, with 360^0 flexibility for students.

Study: The University provides a detailed study plan and prescribed books specially designed (as per the curriculum of the University) and meant for self-study.

Contact Classes: Students may attend contact classes on optional basis (details are given on Page No. 10).

Subject-wise waivers

Students with prior qualifications, are eligible to get waivers from certain subjects of the CFA Program.

Subject-wise Waivers for the CFA Program	
Subject	**Eligibility for waiver**
Financial Accounting	CA / CWA / MS (Finance) / DBF / MS (Accounting)
Economics	MA (Economics), MS (Finance) / DBF
Quantitative Methods	M.Sc (Statistics), MS (Finance) / DBF
Financial Management	MBA (Finance), MS (Finance) / DBF
Financial Statement Analysis	CA / CWA / MS (Accounting)

What the Qualifications refer to:

- MS (Finance), DBF (Diploma in Business Finance) and MS (Accounting) from the ICFAI University.
- CA means a person, who has passed the final examinations conducted by the Institute of Chartered Accountants of India.
- CWA means a person, who has passed the final examinations conducted by the Institute of Cost and Works Accountants of India.
- MA (Economics) and M.Sc (Statistics) from any University.
- MBA [and includes PGDM/PGDBA referring to 2 year PG Diploma in Management/ Business Administration] from any University or reputed B-School with at least 4 electives in finance.

Examinations: The examinations serve to finally assess and certify the students' understanding of the subjects.

Examinations

The examinations are conceived, developed and administered on a rigorous and fair basis to bring out the best in the students and prepare them for challenging careers in the world of financial analysis and investment management.

Examinations are conducted four times a year in January, April, July and October.

Model question papers with suggested answers

The model question papers with suggested answers based on examination pattern are included in the respective workbooks.

Eligibility for appearing in examinations

Regular CFA

Students will be eligible to appear for Group A examinations 5 months after the date of enrollment, provided all postdated cheques which are due so far, are honored on time. Subsequently, they can appear for one group every three months. Students are required to appear and pass the groups in a sequential order.

Accelerated CFA

Students will be eligible to appear for Groups A and B examinations 5 months after the enrollment provided all postdated cheques which are due so far, are honored on time. They can appear for next two Groups (C and D) after 3 months. Subsequently, they can appear for last two Groups (E and F) after 3 months. Students are required to appear and pass the groups in a sequential order.

Online registration facility

All students are required to register for their examinations (including payment of fee) using the online facility only, as the operations of examinations department are fully computerized.

Enrollment dates

In order to become eligible to appear for the examinations, the students are required to enroll into the program on or before the following dates:

Examinations	Enroll into the Program on or before
October, 2009	May 30, 2009
January, 2010	August 31, 2009
April, 2010	November 30, 2009
July, 2010	February 27, 2010

Examination calendar

The examinations are generally conducted on Sundays in January, April, July and October. The schedule of the examinations is given below:

Examination Dates		Last Date for Submission of Examination Registration Form
Month/Year	Dates (Sundays)	
October 2009	4, 11, 18, 25	August 31, 2009
January 2010	10, 17, 24, 31	November 30, 2009
April 2010	4, 11, 18, 25	February 27, 2010
July, 2010	4, 11, 18, 25	May 31, 2010

Passing requirements

- To pass in a group, a student must secure an average of 55 per cent marks for the two subjects in the group, subject to a minimum of 45 per cent in each of them.
- If the student secures 65 per cent or more marks in one of the subjects of a group, but is absent or fails to get 45 per cent in the other subject of the same group, the student will get exemption from the subject in which he/she has secured 65 per cent or more. When an exemption is secured in one subject, the student must secure a minimum of 45 per cent in the other subject in a subsequent sitting to pass the group.
- Wherever a student is granted a waiver in one subject of a group, such student will have to secure 55 per cent or more in the other subject to pass the group.

Awards

All the students who successfully complete all the six groups of the program will be awarded the Master of Financial Analysis (MFA) Degree by the ICFAI University, Tripura. In addition, the University also confers the CFA Charter and Designation, subject to University Regulations.

Test centers*

The examinations are held at the following test centers.

Agartala	Chandigarh (2)	Howrah	Lucknow	Ranchi
Agra	Chennai (5)	Hubli	Ludhiana	Rohtak
Ahmedabad (2)	Coimbatore	Hyderabad (8)	Madurai	Rudrapur
Ahmednagar (4)	Cuttack	Indore	Mangalore	Satara
Ajmer	Dehradun	Jabalpur	Margao	Shillong
Allahabad	Dhanbad	Jaipur	Mathura	Shimla
Alwar	Dharamshala	Jalandhar	Meerut	Silchar
Amravati	Dibrugarh	Jalgaon	Moradabad	Siliguri
Amritsar	Durgapur	Jammu	Mumbai (13)	Solapur
Aurangabad	Faridabad	Jamnagar	Mysore	Srinagar (2)
Bareilly	Gandhidham	Jamshedpur	Nagpur	Surat (2)
Belgaum	Gandhinagar	Jodhpur	Nasik (2)	Thrissur
Bellary	Gangtok	Kannur	New Delhi (6)	Tiruchirapally
Bengaluru (7)	Ghaziabad	Kanpur	Noida (2)	Tirupati
Berhampur	Goa	Kochi	Palakkad	Trivandrum
Bhatinda	Gorakhpur	Kolhapur	Panipat	Udaipur
Bhilai	Gulbarga	Kolkata (10)	Pathankot	Ulhas Nagar
Bhilwara	Gurgaon	Kollam	Patiala	Vadodara (2)
Bhopal	Guwahati	Kota	Patna	Varanasi
Bhubaneswar (2)	Gwalior	Kottayam	Pune (5)	Vijayawada
Bikaner	Haridwar	Kozhikode	Raipur	Visakhapatnam
Bilaspur	Hissar	Kurnool	Rajahmundry	Warangal
			Rajkot	Yamuna Nagar

**The University may revise the list of test centers. For the latest information, please visit www.iutripura.edu.in*

Dual Masters Programs

• MBA-CFA • CPA®-CFA • CFA-MSF

Through the Dual Masters Programs, the students may acquire two career-oriented professional qualifications, one in financial analysis and another in management/ professional accounting / strategic finance. Instead of the normal duration of 4 years (two years for CFA and two years for Professional Programs) the students of the Dual Masters Programs may complete the same in 27 months, thus, saving precious time.

The brief details of the Dual Masters Programs given here are for information purpose only. Interested students are advised to refer to the separate prospectuses for the same. The Regulations pertaining to the CFA Program as given in this prospectus do not apply to the Dual Masters Programs.

Eligibility

Graduation (any discipline) with 55% and above.

Duration: 27 months.

Program Structure of MBA-CFA

This Dual Masters Program has 32 subjects with 20 for MBA stream and 12 for CFA stream. The students have to choose 4 electives in MBA stream. Subject-wise waivers are available to certain category of students.

Program Structure of CPA®-CFA

This Dual Masters Program has 24 subjects with 12 for Certified Public Accountant (CPA®) stream and 12 for CFA stream. The students have to choose any one set of 2 electives from CPA® stream. Subject-wise waivers are available to certain category of students.

Program Structure of CFA-MSF

This Dual Masters Program has 24 subjects with 12 for CFA stream and 12 for Master of Strategic Finance (MSF) stream. The students have to choose 2 electives in MSF stream in a non-overlaping manner. Subject-wise waivers are available for CFA stream only.

Courseware and E-Learning Package

Courseware

The courseware includes textbooks, workbooks. Initially the courseware is supplied for the first group only, so that the students will always get the latest editions as they progress in their studies.

Textbooks: Textbooks are specially designed for independent study by the students.

Case Study Focus and Continuous Learning Inputs

Case Study Approach: As the CFA Program is uniquely designed to develop analytical skills that are required in a competitive business environment, the case method is integrated as a dominant tool in the education methodology. The case method reinforces the students' understanding of the concepts and their ability to apply them in the real practical situations. To be an effective finance professional, the student has a very strong case study orientation.

Continuous Learning Input: Magazines play an important role in updating knowledge. Students are provided free access on the web for *The Chartered Financial Analyst* magazine, a monthly publication as a continuous learning input.

Workbooks: Workbooks are designed to help the students in preparing for the examinations.

Model Question Papers

The model question papers are accompanied by possible solutions. Model question papers are meant to give the students an idea about the format and the academic rigor of the examination. They are included in the workbooks. Assignments for self evaluation and case studies are also supplied as a part of the courseware.

E-learning package

The E-learning package is designed to help the flexible learning students study in a convenient computer-based environment. The students of CFA Program enjoy the flexibility of independent self-study through the E-learning package. The students can study at their own place, pace and time. Learning through CD-ROM allows the students to take advantage of E-learning benefits. The learning experience becomes more in-depth, flexible, convenient, personalized and above all enjoyable. The E-learning package is rich and valuable; quite often more convenient than classroom learning.

Benefits of the E-learning package

The E-learning package helps students to:

- upgrade knowledge and skills according to their schedule.
- control learning by taking courses at their own pace.
- access the resources on 24 X 7 basis.
- increased retention levels with the help of audio-visual aids.
- learn anywhere, anytime, at home, work, or at any convenient place including traveling.

The E-learning package

- E-Textbooks
- Lecture Notes
- Articles
- Mock Tests
- E-Lectures
- Quiz
- Glossary

Contact Classes

Inputs are provided to the students of the CFA Program through comprehensive courseware including textbooks, workbooks, model question papers and the relevant publications as a continuous learning inputs.

Further, in order to supplement the students efforts through self-study, the students are encouraged to attend contact classes. The contact classes constitute an important stage in the learning methodology by enabling the students to gain an in-depth understanding of the subjects. They provide a platform to the students for better understanding of the concepts and also to clarify any doubts in the respective subjects and therefore prepare well for the examinations.

The contact classes facilitate in coping with the rigor of the CFA Program. They are beneficial to all the students enrolling into the program; especially for working executives and professionals who may be otherwise quite busy due to work pressure.

Benefits of attending the contact classes

Regular attendance of the contact classes enable students to:

- gain in-depth understanding of the subjects covered.
- understand the concepts well.
- understand the examination pattern and obtain tips on preparing well for the examinations through discussion of previous question papers.
- discuss and clear doubts and queries pertaining to the topics covered in the subjects.
- get into a disciplined mode and regular study.

Contact classes

The contact classes are need-based and are conducted subject to registration of minimum number of students.

4 times a year

The contact classes are conducted during weekends/evenings, four times a year, i.e., from January to March, April to June, July to September, October to December.

Fee

Students who plan to attend the contact classes are required to pay a fee of Rs.12,000 for the three Groups A, B and C, at the time of enrollment into the Program. If the students wish to join the contact classes subsequently after their enrollment into the program, they are required to pay Rs.15,000 for Groups A, B & C.

Registration for contact classes

Students are strongly advised to register for contact classes, when they enroll for the CFA Program. Alternatively, they may register for contact classes as per the dates indicated below:

For the Contact Classes conducted during	Last Date for Registration
Jul - Sep, 2009	Jun 26, 2009
Oct - Dec, 2009	Sept 25, 2009
Jan - Mar, 2010	Dec 24, 2009
Apr - Jun, 2010	Mar 25, 2010

The Financial Analyst Training Program

Cygnus Business Consulting & Research conducts a three month long intensive internship program called the "Financial Analyst Training Program" for CFAs to expose them to the corporate working environment and equip them with research and analysis skills. The training program is carefully structured around individual career goals, keeping in mind the skill-sets currently in demand. The trainees are coordinated and supervised by experienced consultants and analysts.

The main objective of the training program is to provide hands-on experience in the areas of Business Research and Equity Valuation, in a corporate working environment. Participation in this Program will enhance the career and placement prospects of the CFAs. Students who wish to opt for the internship program are required to approach Cygnus after completing Groups A, B & C and pay the required fee separately. Details will be provided in the Student Regulations Book.

Objectives

The program is designed to achieve the twin objectives of imparting knowledge and skills as under:

- To impart knowledge about
  - Industry domains
  - Business strategies and their impact on company performance
  - Valuation models and their applicability.
- To impart skills in
  - Searching for information sources
  - Preparing professional reports using charts and the Minto pyramidal principle
  - Business and financial analysis using the E-I-C framework
  - Financial Modeling using Excel
  - Detailed valuation report in the template being used by investment bankers.

Focus Areas

The Financial Analyst Training Program focuses on

- Reinforcing basic concepts in Finance
- Understanding the real life business environment
- Developing awareness of contemporary themes
- Understanding the Economy-Industry-Company (E-I-C) framework and the inter-linkages
- Honing analytical skills
- Using proprietary and subscribed database
- Developing financial models
- Making projections and valuation
- Credit research and project appraisal
- Soft skills (Business Communication, Conflict Management, Time Management, etc.).

Placement

A dedicated placement team works on arranging interviews with prospective employers during the training program. Employers from various fields such as Equity Research, Portfolio Management, Investment Banking, Financial KPOs, Stock Broking Companies, etc, are invited for recruitment. The participants get to attend soft skills training on interviews, group discussions and grooming, and tips on effective resume preparation.

From May 2007 till now, 6 batches of Financial Analyst Training Program have been successfully completed and around 300 CFAs have benefitted from this program.

The CFA Council

There are CFA Associations in various cities across India. The CFA fraternity in India has over 7,000 members. Visit: *www.thefinancialanalyst.org* for details.

The ICFAI University, Tripura has established The CFA Council as a constituent body for the development and regulation of the CFA Profession on sound ethical lines. All the CFAs from the ICFAI University, Tripura are eligible to become members of the Council. All members are required to abide by the code of ethics of the Council.

The Code of Conduct covers, inter alia, the following aspects:

- **Integrity:** A CFA shall conduct himself* with integrity and dignity in his dealings with the public, clients, customers, employers, employees, professionals and fellow analysts.
- **Ethical Behavior:** A CFA shall conduct himself and shall encourage others to practice the financial analysis profession in a professional and ethical manner that will reflect credit on himself and his profession and his organization/employer where or for whom he is working.
- **Professional Competence:** A CFA shall act with competence and shall strive to maintain and improve his competence and that of others in the profession.
- **Objectivity:** A CFA shall be fair in his dealings and must not be biased or prejudiced. He shall try to maintain objectivity and impartiality towards one and all.
- **Professional Independence:** A CFA shall use proper care and exercise independent professional judgement in all his professional activities.
- **Public Trust:** A CFA shall assume the basic responsibility to place the interest of clients, prospective clients and employers ahead of his own. He shall seek to enhance public confidence in his profession.

The CFA Council will put in place a suitable mechanism to enforce the Code of Ethics and Standards of Professional Conduct.

*Masculine pronouns, used throughout the Code and Standards to simplify sentence structure, shall apply to all persons, regardless of sex.

The CFA Associations

AHMEDABAD:
808, 8th Floor, Shitiratna Complex,
Opp.Centre Point,
Near Panchavati Five Roads, Ellisbridge,
AHMEDABAD - 380006.
Tel : 079-40214608,
E-mail: cfaahmedabad@gmail.com

BENGALURU:
"Vasavi Plaza", 3rd Floor, 4th Block #23,
11th Main Road 4th Block, Jayanagar,
BENGALURU - 560011.
Tel : 080-22451842/ 40521833/ 65653508,
E-mail: cfabangalore@gmail.com

CHENNAI:
6E, VI Floor, "Eldorado Building",
112. Nungambakkam High Road, Nungambakkam,
CHENNAI - 600034.
Tel : 044-28212631,
E-mail: cfachennai30@gmail.com

HYDERABAD:
126, Malaxmi Towers, Srinagar Colony,
HYDERABAD - 500073.
Tel : 040-23423101-105,
E-mail: cfahyderabad@gmail.com

KOLKATA:
CB - 66, Sector-I, Salt Lake City,
KOLKATA - 700064.
Tel: 033-23355153,
E-mail: cfakolkata@gmail.com

MUMBAI:
A - Heritage Plaza,
Opp. Citi Point,
Telli Galli Cross Road, Andheri East,
MUMBAI - 400069.
Tel : 022-26849851-55,
E-mail: cfa.mumbai@gmail.com

NEW DELHI:
Omsons House, K3,
Lajpat Nagar - II,
NEW DELHI - 110024.
Tel : 011-30866666,
E-mail: newdelhicfa@gmail.com

PUNE:
302, 3rd Floor, Siddivinayak Aurum,
Behind Eden Garden, Viman Nagar,
PUNE - 411014.
Tel : 020-41008622,
E-mail: cfapune@gmail.com

Web Services 24x7

The following web services are available to all the students:

Pre-enrollment services

- Online Order Form for Admission material
- Online Counselling (Live Chat facility)
- Online Enrollment through Secure Internet Payment Gateway (Credit Card/ Net Banking)
- Updates on events like seminars, conferences, counselling meets, etc.
- Press Room: Press Releases, Press Clippings
- Online Feedback facility

Post-enrollment services

- Students Regulations (Flexible Learning Regulations/Program Regulations)
- Registration Facility (activation of student account) to avail a range of services under secure environment with Enrollment Number and Password. The services include: Online examination registration with downloadable admit card; Online examination results with marks details; Online admit cards; Suggested answers
- Online payment for Overseas courier charges, Overseas examination fee etc., through secure internet payment gateway
- Online prescribed forms for change of password, change of e-mail, non-receipt of courseware, non-receipt of magazine/journal, mobile number updation/registration, recounting / comprehensive feedback, general queries, student feedback form, online payments
- Helpline facility
- Student E-Newsletter
- Important information on contact classes, examination schedule, test centers, revision of curriculum, convocation, etc.
- Access to online edition of magazines and journals published by the Icfai University Press.

IUT Arbitration Tribunal

As indicated in the 'Legal Aspects' on Page No.22, all disputes relating to or arising out of the Enrollment Agreement between the applicant and the ICFAI University, Tripura, shall be settled by reference to arbitration only as per the Arbitration and Conciliation Act of 1996. An Arbitration Tribunal consisting of a single member shall conduct the proceedings of arbitration. The University's nominee shall be the *'persona designata'* as an arbitrator. The venue of arbitration shall be Agartala, Tripura, India. The University reserves the authority to prosecute the students for criminal offences including the dishonor of cheques. The University has nominated Dr. A.V. Narasimha Rao, MA, LLM, Ph.D., as the *persona designata*. Students seeking help from the IUT Arbitration Tribunal may contact by e-mail (by quoting the Name and the Enrollment Number) at: **iutat@iutripura.edu.in**

Student Grievances

As a student if you have any grievances, please let us know immediately so that we can attend to the same as early as possible:

- Phones (Toll free) : 1800-425-2911, 1800-103-0303
- E-mail : sgc@iutripura.edu.in

Always quote your Name and the Enrolment Number.

Admission Policies and Guidelines to Complete the Application Form

Admission

The goal of the Admissions Board is to select students whose academic background, work experience, leadership abilities and communication skills meet the demands of the CFA Program. The Admissions Board evaluates applicants' potential as future leaders and their projected ability to succeed in and profit from the program.

Enrollment

Applications received from the students are checked for the basic eligibility criteria and the eligible students are enrolled into the program under the flexible mode. Students who have secured 45 per cent and above in their graduation are required to submit the photocopies of marksheets for all 3 (or 4) years in support of the eligibility along with the Application Form for Enrollment.

No enrollment of foreign citizens

The admission into the flexible learning program is not open to foreign citizens due to visa restrictions. They may write to the Registrar for guidance on this matter.

Rejected applications

If the applicants do not satisfy the eligibility criteria, the applications are returned to them along with all enclosures and the amount paid after deducting Rs. 500. Such students are, however, permitted to apply again after they subsequently satisfy the eligibility criteria.

Students Regulations book

All students who are enrolled into the program will be provided with the Students Regulations Book which contain the various rules and regulations pertaining to administering the program and the examinations.

Remittance

The applicants are required to pay the fee as indicated in the Fee Schedule on Page No.16. The remittance can be done by way of Demand Draft or Credit Card. Demand Draft should be in favor of "IUCF A/c IUT" payable at Hyderabad. For EMI facility please refer to Fee Schedule (Page No.16).

Please note that there will be no reduction in fee even if a student is eligible to claim subject-wise waivers based on prior qualifications as indicated on Page No. 5.

No refund

The amount once paid is not refundable under any circumstances, except in the case of rejected applications.

Right to amend rules

The University reserves the right to amend the rules and regulations wherever considered necessary and appropriate. Such amendments will be intimated to the students. Therefore, this publication and the descriptions contained herein are not to be construed as a contract binding the University to any specific policies. Possible changes include, but are not limited to curriculum and course content, passing requirements, eligibility criteria for examinations, fee schedule, refund policy, examination pattern, certification and designation, and such other matters as may be considered relevant.

Guidelines

The students are advised to read the following guidelines carefully before completing the Application Form for Enrollment and the Fee Remittance Form.

a. The Forms should be filled in **Capital Letters.**

b. Please respond to all the information sought.

c. Additional sheets may be used, if necessary.

d. Ensure that the Forms are signed.

Subject-wise waivers

Applicants who are eligible for subject-wise waivers based on prior qualifications (as indicated on Page No.5) have to submit proof of those prior qualifications like marksheets, certificates, etc.

Photocopies of certificates

a. Photocopies of certificates regarding date of birth and educational qualifications shall be enclosed with the Application Form for Enrollment.

b. **Original Certificates should not be sent.**

Enclosures

Please ensure that your Application contains the following enclosures.

a. Application Form for Enrollment into the Program (with recent color photograph affixed).

b. Copies of Certificates of Date of Birth and Educational Qualifications/Mark Sheets.

c. Fee Remittance Form.

d. Demand Draft/Credit Card Merchant Slip (wherever applicable) towards the payment.

e. Those students availing the EMI facility are requested to enclose the postdated cheques for the required amount along with the Fee Remittance Form.

The completed Application Forms along with the required enclosures can be submitted or sent by speedpost/ courier to:

The Admissions Officer,
The ICFAI University,
University Campus,
Agartala-Simna Road,
P.O. Kamalghat Sadar - 799210,
Tripura (West).

Students are advised to take note of the validity date specified on the Application Form for Enrollment and ensure that their Forms reach the Admissions Officer on or before the validity date.

Online Enrollment through Secure Internet Payment Gateway

Students can enroll into the program by logging on to *www.iutripura.edu.in* filing the application form online and making the payment through Internet. Students can make the payment through the Credit Card issued by ICICI Bank and HDFC Bank or the VISA/MasterCard issued by any bank, through Secure Internet Payment Gateway. Net Banking facility is also available for customers of ICICI Bank, AXIS Bank, Yes Bank, Karnataka Bank, Corporation Bank, Bank of Rajasthan, South Indian Bank and Oriental Bank of Commerce. Students may please note that payments relating to examinations will be accepted only through Secure Internet Payment Gateway.

Fee Schedule

(With effect from April 1, 2009 and valid for the Academic year 2009-10 only)

The CFA Program (360^0 Flexible Learning Program®)

Year-wise Fee Payment for Regular CFA

Particulars	With Contact Classes (Rs.)	Without Contact Classes (Rs.)
Admission Fee	5,000	5,000
Program Fee - Year I only (Groups A,B & C)	20,000	20,000
Contact Classes - Year I (Groups A, B & C)	12,000	–
Total	37,000	25,000
Lumpsum Payment	**37,000**	**25,000**
EMI Facility		
Initial Payment (by Demand Draft/Credit Card)	10,000	10,000
Balance amount to be paid through 6 Equated Monthly Instalments [EMIs] (including bank charges) by Postdated Cheques	4,750	2,650

Full Fee Payment for Regular CFA/ Accelerated CFA*

Particulars	With Contact Classes (Rs.)	Without Contact Classes (Rs.)
Admission Fee	5,000	5,000
Program Fee (All Groups)	35,000	35,000
Contact Classes (Groups A,B & C)	12,000	–
Total	52,000	40,000
Lumpsum Payment	**52,000**	**40,000**
EMI Facility		
Initial Payment (by Demand Draft/Credit Card)	10,000	10,000
Balance amount to be paid through 10 Equated Monthly Instalments [EMIs] (including bank charges) by Postdated Cheques	4,580	3,300

* *Please note that the eligibility criteria for Accelerated CFA Program are different. Please see Page No.4 for details.*

Remittance Information

Students for Regular CFA have the option to pay the fee year-wise or pay full fee at the time of enrollment.

(Students eligible and applying for Accelerated CFA have to pay "Full Fee" for all the Groups).

1. a. ***Year-wise fee payment:***

The fee may be paid year-wise. Currently, the Admission Fee is Rs.5,000 and the fee for Year I is Rs.20,000. Students are required to pay the fee as indicated in the Table above, either in Lumpsum or through EMI facility. The students are required to pay the program fee for Year II later as may be prevalent at that time. Currently, the fee for Year II is Rs.20,000.

b. ***Full fee payment:***

The fee may also be paid in full. Currently, the Admission Fee is Rs.5,000 and the program fee is Rs.35,000 (if paid for both the years at the time of enrolment). Students are required to pay the fee as indicated in the Table above, either in Lumpsum or through EMI facility.

c. The fee can be paid by way of Demand Draft or Credit Card (VISA or MasterCard only). The Demand Draft should be A/c payee crossed in favor of "IUCF A/c IUT" payable at Hyderabad. Students can make the payment through Credit Card at the respective branches. They should get their Credit Cards swiped for the required amount, sign and attach the merchant copy of the slip along with the Fee Remittance Form and keep the customer copy with themselves (as acknowledgement). The employees of the University are not authorized to accept cash payments from the students under any circumstances. They are also not authorized to swipe their personal credit cards to pay on behalf of the students.

d. Students should not share their credit card information with the employees of the University and should not make any payments by cash. Any students deviating from the above will be doing so at their own risk and responsibility.

2. EMI facility for payment of fee:

a. EMI facility is offered to all the students for payment of fee. Under this facility, the initial payment should be made by way of Demand Draft/Credit Card and the balance amount should be paid through postdated cheques. The postdated cheques should be in favor of "IUCF A/c IUT". The students can choose either Lumpsum facility or EMI facility as indicated (in the Table on previous page) accordingly.

b. **EMI facility:** The initial payment is payable at the time of application by Demand Draft/ Credit Card. The EMIs are payable on the first of every month, subsequent to enrollment. For example, if a student enrolls on April 15, his/her first EMI (amount payable in rupees) will be due on May 1. The EMIs should be paid through postdated cheques. The students should enclose the postdated cheques (A/c payee crossed) along with the Fee Remittance Form and the Demand Draft/Credit Card slip for initial payment.

c. Students availing the EMI facility are required to complete the Fee Remittance Form and enclose the Demand Draft and postdated cheques for the required amount.

d. Students should note that only those Application Forms accompanied with the Demand Draft or Credit Card payment slip towards initial payment, and postdated cheques towards the EMI facility, will be considered as valid.

e. Students submitting the postdated cheques should ensure that the postdated cheques should not be dishonored under any circumstances when they are deposited for payment. In the event of dishonor of any cheques, the students and the signatories of such cheques will be liable for prosecution under Section 138 of the Negotiable Instruments Act, 1881 and such other legal actions as may be taken by the University.

f. The PDCs should be drawn on scheduled commercial banks located in the cities specified below: Agartala, Agra, Ahmedabad, Ahmednagar, Ajmer, Allahabad, Alwar, Ambala, Amrawati, Amritsar, Aurangabad, Balasore, Bareilly, Bengaluru, Berhampur, Bhatinda, Bhilai, Bhilwara, Bhopal, Bhubaneswar, Bikaner, Bilaspur, Calicut, Chandigarh, Chandrapur, Chennai, Coimbatore, Cuttack, Dehradun, Dhanbad, Dharamshala, Durgapur, Ernakulam, Faridabad, Gandhidham, Gandhi Nagar, Ghaziabad, Goa, Gorakhpur, Guntur, Gurgaon, Guwahati, Gwalior, Haridwar, Hubli, Hissar, Hyderabad, Indore, Jaipur, Jalandhar, Jalgaon, Jammu, Jamnagar, Jamshedpur, Jhansi, Jodhpur, Kakinada, Kannur, Kanpur, Karnal, Kochi, Kolhapur, Kolkata, Kollam, Kota, Kottayam, Kurnool, Lucknow, Ludhiana, Madurai, Mangalore, Mathura, Meerut, Moradabad, Mumbai, Mysore, Nagpur, Nasik, Nellore, New Delhi, Noida, Palakkad, Panchkula, Patiala, Patna, Pune, Raichur, Raipur, Rajahmundry, Rajkot, Ranchi, Rohtak, Rourkela, Rudrapur, Satara, Shillong, Shimoga, Shimla, Silchar, Siliguri, Solapur, Srinagar, Surat, Thrissur, Tiruchirapalli, Tirupathi, Trivandrum, Udaipur, Ujjain, Vadodara, Vallab Vidyanagar, Varanasi, Vijayawada, Visakhapatnam, Warangal.

   If the students send any cheques drawn on banks located in cities other than the specified cities, such cheques will not be accepted. Only MICR and multi-city cheques will be accepted.

g. The University reserves the right to withdraw the EMI facility for payment of fee at any time.

3. The examination fee is to be paid separately as and when the student is eligible and register for the examinations. The fee is Rs.1,000 per group.
4. An amount of Rs.10,000 is payable towards membership in the CFA Council and it is mandatory. The membership amount (as applicable) is payable before registering for Group F examinations. The CFA Council membership fee indicated here is the current fee and the students are required to pay the fee applicable at the time when they register for Group F.
5. The students enrolled into the CFA Program have free online access to *The Chartered Financial Analyst* magazine for a period of 24 months, from the date of enrollment.
6. Contact Classes will be held solely at the discretion of the Federation of Universities, subject to a minimum number of students registering for the same. In case it is decided not to hold such classes, the fee paid by the students towards such classes will be refunded. The students will have no claim for refund of any other fee.
7. The payment towards Contact Classes for Groups A, B and C is Rs.12,000 if paid at the

time of enrollment. These classes are conducted four times a year and they are need-based. If the students wish to join the Contact Classes subsequently after their enrollment into the program, they are required to pay Rs.15,000 for Groups A, B and C.

8. In the unfortunate event of death of a specified parent/guardian/spouse who is funding the education of the student, the balance of basic fee payable by the student will be waived by the University. Hence, such unfortunate students need not discontinue their studies. In the unfortunate event of death of a student during the two year period from the date of enrollment, the basic fee paid by the student will be refunded to the specified parent/guardian/spouse. Further details will be provided in the Student Regulations book.

9. All students registering in the Program are required to pay the stipulated payment as per schedule. Wherever students have arrears of payment, they will not be permitted to write the examinations or their examination result will not be released and their mark sheets, pass certificates will not be issued; further such students will be considered as inactive on the rolls of the University and their names are liable to be removed from the records.

10. The fee is subject to change from time to time. Students will be informed of the payment revisions through e-mails, electronic newsletters, students regulations, etc. The students are required to pay the fee as may be prevalent in the relevant academic year. The fee indicated in this document is valid for 2009-10 academic year only.

11. **Overseas Students:**

    a) Students who wish to receive the courseware at their overseas address are required to remit US$75 per group towards overseas courier charges.

    b) Students who wish to appear for examinations at any overseas test centers are required to contact the Indian Embassy/High Commission/Consulate Officials and obtain their consent to supervise the examination and mail the same to the Controller of Examinations before submitting the Examination Registration Form. The University will not take any responsibility for obtaining the consent from the above mentioned Officials.

Application valid up to		Application No. 49CFA -

The ICFAI University, Tripura

University Campus, Agartala-Simna Road, P.O. Kamalghat Sadar - 799210, Tripura (West).

The CFA Program

360⁰ Flexible Learning Program®

Application Form for Enrollment

WE

(Read carefully all the pages of this Document including Admission Policies, Guidelines, Remittance Information and Legal aspects before filling this Application Form)

Foreign citizens should not apply using this Form. They may write to the Registrar for guidance.

1. **PLEASE TICK(✓) THE PROGRAM:** **(As per eligibility criteria given on page 4)**

☐ **Regular CFA Program**

☐ **Accelerated CFA Program** **[for CAs/CWAs/CSs/MBAs (Finance) only]**

2. **PERSONAL DETAILS**

Name : Mr/Ms
(USE CAPITALS) *(As it appears in Official Records, Underline Surname)*

E-mail*:____

* All applicants are mandatorily required to give e-mail address for speedy communication and keep it updated regularly. All communications from the ICFAI University, Tripura will be through e-mail only.

Paste a recent color photograph of size 3.5 x 4.5 cms. Photograph must not be larger than this box. Do not sign the Photograph and do not staple

3. **ACADEMIC RECORD (See eligibility criteria as indicated on page 4)**

Examination Level	Qualification	Board/University/Institute	Medium of Instruction	Marks (%) /Grade	Year of Passing
XII Class					
Bachelor's Degree					
CA/CWA/CS/MBAs (Finance)					
Others					

4. **OCCUPATION** Please tick (✓) ☐ **Full-time Student** ☐ **Full-time Employee**

If employed: Organization ____________________ **Designation** ______________ **Industry** ______________

5. **SUBJECT-WISE WAIVERS (See page 5)** (Please tick (✓) and submit photocopies of relevant certificates to support your request for the waivers)

☐ **Financial Accounting** ☐ **Quantitative Methods** ☐ **Financial Statement Analysis**
☐ **Economics** ☐ **Financial Management**

6. **DECLARATION:** I wish to apply for the CFA Program under 360⁰ flexible mode. I have carefully read the academic and administrative rules and regulations of the ICFAI University, Tripura as given in this Document and Application Material and agree to abide by the same. I understand that these rules are only indicative and may be modified/changed/revised and the complete list of rules and regulations as updated from time to time will be given to me on my enrollment in the form of Students Regulations. I understand that in case I withdraw from the program I will not be entitled to claim any refund of amount paid. I agree that I will settle the amount with the ICFAI University whether or not I continue in the Program. In the event of any dispute, I hereby declare and state that, I will not approach any Court of Law and/or seek redressal under the provisions of the Consumer Protection Act 1986 without first exhausting the remedy from the IUT Arbitration Tribunal. I understand that the Jurisdiction for all disputes (if any) relating to the University is only/exclusively Agartala, Tripura. I hereby declare that the information provided by me in the Application is true and correct to the best of my knowledge. My signature below certifies that I have read, understood and agree to the rules and regulations, including "Legal Aspects", and my financial responsibilities.

Date : Signature of the Applicant

Applicants are advised to retain a photocopy of the completed Application Form for Enrollment for their records.
The relevant enclosures should be sent along with the required fee payments.

CUT HERE

Legal Aspects

The Institute of Chartered Financial Analysts of India University, Tripura (referred to hereafter as the University) was established in 2004 through an Act of State Legislature (Tripura Act 8 of 2004). The University has been approved by the University Grants Commission, under Section 2(f) of the UGC Act, 1956. The ICFAI University, Tripura has received approval from the Distance Education Council to offer programs on distance education mode. The CFA Program, offered by the University in accordance with the Sections 2 (xxvii), 7 (a) and 8 (c) of the Act, is independent of any other program in financial analysis that may be offered by any other organization in India or abroad. The students are enrolled under flexi-mode.

The University reserves the right to change the body of knowledge, prescribed books, the curriculum, examination pattern, evaluation system, rules and regulations. The students are governed by the latest regulations applicable to them during the relevant academic year. This document is designed to provide the prospective students with information only. The University assumes no liability of any kind to any person for providing this information, whether or not such persons rely on it and even if they inform the University of their reliance on it.

This document may contain forward-looking statements like, but not limited to, general market, macro-economic, governmental and regulatory trends, technological developments, legislative developments, court decisions, scope for further studies, career opportunities for graduates from the University. Such forward-looking statements contained herein are subject to certain risks and uncertainties that could cause actual results to differ materially from those reflected in the forward-looking statements. The University undertakes no duty to update any forward-looking statements, to reflect future events or circumstances.

Enrollment Agreement: The "Application Form for Enrollment" is the Enrollment Agreement (hereinafter referred to as the Agreement) between the applicant who wishes to enroll on 360^0 flexi-mode and the Institute of Chartered Financial Analysts of India University, Tripura (hereinafter referred to as the University).

Entire Agreement: This Agreement constitutes and expresses the entire agreement and understanding between the University and the students of the University in reference to all matters herein referred to, all previous discussions, promises, representations and understandings relative thereto, if any, had between the parties hereto, being herein merged.

Interpretation: The masculine, feminine or neuter gender and the singular or plural number shall be deemed to include the other gender or numbers where the context so indicates or requires. Unless otherwise expressly provided, references to days, months or years are to calendar days, months or years. Person or persons include individuals, partnerships, corporations, government agencies or other entities. Section headings are included for convenience only and are not to be used to construe or interpret this Agreement.

Conclusion of the Agreement: The Agreement is irrevocably concluded after the applicant signs the application form and submits it along with the required amount, physically, electronically or otherwise.

No Third Party Beneficiaries: Enrollment of any student into the CFA Program, shall not entitle any person (including, without limitation, members) to any rights as third party beneficiary.

Balance of Dues: The liability of the student to pay the balance of dues continues until the last instalment is cleared even if the student, for any reason, withdraws from/discontinues the pursuit of the program. Wherever students have arrears of payment, they will not be permitted to register for the examinations or their examination result will not be released and their mark sheets, pass certificates will not be issued. Further such students will be considered as inactive on the rolls and their names are liable to be removed from the records.

No Obligation to Services, etc.: The University has no obligation to render any services to the student members beyond the period of validity of enrollment. To clarify further, no obligation of the University shall survive beyond the period of validity of enrollment.

Limitation of Liability: The liability of the University towards the students is limited only to the extent of the fee paid by them. To clarify further, the University shall not be liable to the students for punitive, exemplary, special, indirect, or consequential damages, including without limitation, lost profits.

Assignment: The students cannot assign this Agreement nor any part thereof the University may, without necessity of the students' consent, assign its rights and obligations under this Agreement to a successor organization.

Force Majeure: The University shall not be liable for delay or failure in performance of any of its obligations under the Agreement when such delay or failure arises from events or circumstances beyond the reasonable control of the University (including without limitation, acts of God, fire, flood, war, explosion, sabotage, terrorism, embargo, civil commotion, acts or omissions of any government entity, supplier delays, decisions of the University, decisions of the courts and governments, communications or power failure, equipment or software malfunction, or labor disputes).

Indemnity: A student agrees to indemnify, defend and hold the University harmless from and against any and all loss, damage, liability and expense (including reasonable attorney's fees and costs) arising out of any third party claim, action or proceeding based directly or indirectly on the acts of omission or commission by the member or his/her agents, the breach or alleged breach or failure to comply with any applicable laws or regulations, concerning the practice of profession of financial analysis.

Arbitration: All disputes relating to or arising out of this Agreement shall be settled by reference to arbitration only and not by recourse to the courts of law including consumer courts/fora, as per the applicable Indian Law including the Arbitration and Conciliation Act of 1996. Arbitration shall be conducted by an arbitration tribunal consisting of a single member only. The University's nominee shall be the '*persona designata*' as an arbitrator. The venue of arbitration shall be Agartala, Tripura, India. The students should first exhaust the remedy from the IUT Arbitration Tribunal before approaching any court of law and/or seeking redressal under the provision of Consumer Protection Act 1986. The arbitration clause shall however not apply if the University and/or the authorized agent decides to prosecute any student for any criminal offences, including but not limited to dishonor of postdated cheques.

Applicable Law: The Agreement shall be deemed to have been made in Agartala in the State of Tripura, India and shall be construed and enforced in accordance with and the validity and performance hereof shall be governed by the laws of the State of Tripura, India without reference to principles of conflict of laws thereof. Judicial proceedings regarding any matter arising under the terms of the Agreement shall be brought in the relevant courts of Agartala, Tripura.

Jurisdiction for all disputes (if any) relating to the University is only/exclusively Agartala, Tripura, India.

Fee Remittance Form

To be submitted along with the Application Form for Enrollment into the CFA Program.

360^0 Flexible Learning Program®

Foreign citizens should not apply using this Form. They may write to the Registrar for guidance.

1. APPLICATION NUMBER of the CFA Program (Please refer the Application Form for Enrollment into the CFA Program of the ICFAI University, Tripura)

4	9	C	F	A						

2. PERSONAL DETAILS

Name : Mr/Ms ____________________
(USE CAPITALS) *(As it appears in Official Records, Underline Surname)*

Parent's/Guardian's Name : Mr/Ms ____________________

Address# ____________________
(USE CAPITALS)

Nearest Land Mark ____________________

____
(City) *(State)* *(Pin)*

Tel.(Off.): ____________________ *(City Code) – (Area Code) - Number*
(Resi.): ____________________ *(City Code) – (Area Code) - Number*

Fax: ____________________ *(City Code) – (Area Code) – Number*
Mobile : ____________________

Date of Birth: __ __ *Date* __ __ *Month* 1 9 __ __ *Year*

Indian Passport No. ____________ Place of Issue : ____________ Citizenship: ☐ Indian ☐ Foreign

Proof of Address is required. Students have to produce photocopies of any one of the following documents as address proof at the time of enrollment: Latest telephone (BSNL/MTNL) bill, latest electricity bill, latest property tax bill, voter ID card, ration card, passport, driving licence, ID card issued by any authorized body with seal.

3. FEE REMITTANCE

Please tick (✓)		
	☐ **Year-wise Fee Payment for Regular CFA**	☐ **Full Fee Payment for Regular CFA/ Accelerated CFA***
	☐ Rs.37,000 (With Contact Classes)	☐ Rs.52,000 (With Contact Classes)
	☐ Rs.25,000 (Without Contact Classes)	☐ Rs.40,000 (Without Contact Classes)

** Please note that the eligibility and duration for Accelerated CFA are is different. Please see Page No.4 for details.*

(I) LUMPSUM PAYMENT : Amount Rs.____________ [Please (✓) tick] ☐ By Demand Draft ☐ By Credit Card *

Remittance through Demand Draft (DD should be in favor of 'IUCF A/c IUT', payable at Hyderabad)

DD Details :	Name of Bank :	DD No.:	Date :	Amount Rs.__________

* Applicants can make the payment through Credit Card at the respective branches. They should get their Credit Cards swiped for the required amount, sign and attach the merchant copy of the slip along with this Fee Remittance Form and keep the customer copy with themselves (as acknowledgement). **IMPORTANT:** The employees of the University are not authorized to accept cash payments from the applicants, under any circumstances; the employees of the University are not authorized to swipe their personal credit cards to pay on behalf of the applicants; applicants should not share their credit card information with the employees of the University; applicants should not make any payment by cash. Applicants deviating from the above will be doing so at their own risk and responsibility.

(II) EMI FACILITY: INITIAL PAYMENT: Rs.10,000 [Please (✓) tick] ☐ By Demand Draft ☐ By Credit Card

Remittance through Demand Draft (DD should be in favor of "IUCF A/c IUT", payable at Hyderabad)

DD Details :	Name of Bank :	DD No.:	Date :	Amount Rs.10,000

EMI FACILITY: Please see Page No. 16 for details. (For Initial payment of Rs.10,000, please fill item 3(II) given above).

(i) Please tick (✓) the appropriate EMI amount	☐ **Year-wise Fee Payment for Regular CFA**	☐ **Full Fee Payment for Regular CFA/ Accelerated CFA**
	☐ Rs.4,750 (With Contact Classes	☐ Rs.4,580 (With Contact Classes)
	☐ Rs.2,650 (Without Contact Classes)	☐ Rs.3,300 (Without Contact Classes)

(ii) Six (Year-wise Fee Payment)/Ten (Full Fee Payment) postdated cheques of Rs. ___________ each (A/c payee postdated cheques in favor of "IUCF A/c IUT" should be enclosed) *On the back of each postdated cheque, the name of the applicant and the full address of the bank, branch with phone number should be mentioned in capital letters. Only postdated cheques drawn on banks located in specified cities (mentioned on Page No. 18) will be accepted. Only MICR and multi-city cheques will be accepted.*

I hereby confirm that I have signed the postdated cheques towards the payment of EMIs in relation to this Fee Remittance Form. I undertake not to countermand these cheques and also to honor all these cheques on due dates.

Sl.No.	Cheque Number	Cheque Date DD / MM / YYYY	Sl.No.	Cheque Number	Cheque Date DD / MM / YYYY
1.		01 /	6.		01 /
2.		01 /	7.		01 /
3.		01 /	8.		01/
4.		01 /	9.		01 /
5.		01 /	10.		01 /

Total amount for which postdated cheques are enclosed : Rs.28,500 / Rs.15,900 (for Year wise fee payment) / Rs.45,800 / Rs.33,000 (for Full fee payment).

Signature of the Applicant: ______________________________

(iii) The postdated cheques enclosed are signed by [Please tick (✓)] ☐ Me ☐ Other person (If in case of other person, please fill item no.(iv) given below):

(iv) **STATEMENT** [By the person (other than the Applicant), who has signed the postdated cheques in connection with this Fee Remittance Form as a **Co-obligant**]

I hereby confirm that I have signed the postdated cheques towards the payment of EMIs in relation to this Fee Remittance Form. I undertake not to countermand these cheques and also to honor all these cheques on due dates towards the EMI facility. I am over 21. I understand and I am aware of my liability as a co-obligant for EMIs of the applicant. I agree that I will settle the amount with the ICFAI University whether or not the applicant continues in the Program. I understand that the Jurisdiction for all disputes (if any) relating to the University is only/exclusively Agartala, Tripura. I hereby declare that the information provided by me below is true and correct to the best of my knowledge. My signature below certifies that I have read, understood and agree to the rules and regulations and my financial responsibilities. My details are as under.

Name : Mr / Ms
(Use capitals) *(As it appears in Official Records, Underline Surname)*

S/o **/** D/o

Occupation

Mailing Address:
(Use capitals) *(House Number)* *(Street)*

(City) *(State)* *(Pin)* *(E-mail)*

Tel. (Off.) *(City Code) – (Area Code) – Number* (Res.) *(City Code) – (Area Code) – Number* Fax *(City Code) – (Area Code) - Number*

Cell

Date of Birth: Date Month Year 1 9

Place: Date :

Signature of the person signing the cheques as a co-obligant

4. DECLARATION: I have carefully read the rules and regulations as given in this Document and Application and agree to abide by the same. I understand that these rules are only indicative and may be modified/changed/revised and the complete list of rules and regulations as updated from time to time will be given to me on my enrollment in the form of Students Regulations Book. I agree not to countermand and to honor all the postdated cheques enclosed by me towards the EMI facility. I understand that in case I withdraw from the program I will not be entitled to claim any refund of amount paid. I agree that I will settle the amount with the ICFAI University whether or not I continue in the Program. I understand that the Jurisdiction for all disputes (if any) relating to the University is only/exclusively Agartala, Tripura. I hereby declare that the information provided by me in the Application is true and correct to the best of my knowledge. My signature below certifies that I have read, understood and agree to the rules and regulations, including "Legal Aspects", and my financial responsibilities.

Date :

Signature of the Applicant

Applicants are advised to retain a photocopy of the completed Fee Remittance Form for their records.
The relevant enclosures should be sent along with the required payments.