

Post Qualification Course	Registration	Overall Scheme	Prospectus
<u>Management Accountancy Course (MAC)</u> <u>Corporate Management Course (CMC)</u> <u>Tax Management Course (TMC)</u> Click any of the above links for knowledge management page of Continuing Professional Education Committee.	- Admission to Part I is by Filling up the Application form along with examination fee of Rs. 200/- for each group or as may be fixed by the Council, by way of DD in favor of “the Secretary, Institute of Chartered Accountants of India” payable at New Delhi and submitting it at the Institute’s Head Office* before the last date notified for the purpose. - Registration in Part II of the Course is by completing the application form in prescribed format and sending it to: the Post Qualification Courses Cell, at the Institute’s Head Office* along with fee of Rs. 200/- by way of DD in favor of “the Secretary, Institute of Chartered Accountants of India” payable	- Part I – Examination in Four Papers relevant to the course divided into two groups. - Part II- Practical training of two years in an organisation approved by the Committee followed by submission of dissertation and interview. - A member can undertake both the parts simultaneously or any part of the course at a time. - A member can register for Part II immediately on becoming member of the Institute. - A candidate who has qualified in Part I and Part II, shall be awarded a certificate in the appropriate Form and be entitled to use the letters, ‘D.M.A.(ICA)’ in case of Management Accountancy course, ‘D.C.M. (ICA)’ in case of Corporate Management course and ‘D.T.M. (ICA)’ in case of Tax Management course, after his name.	- The prospectus can be obtained from any of the regional councils/branches of the Institute or request to the Joint Secretary, Postal Sales Department of the Institute at C-1, Sector 1, Noida – 201 301 (U.P.) by sending a Demand Draft of Rs. 80/- (Rs. 50/- plus postal charges of Rs. 30) favouring ‘The Secretary, The Institute of Chartered Accountants of India’ payable at New Delhi. - Any inquiry except with regard to the Examination should be addressed to: The Post Qualification Courses Cell / Mail to: ditl@icai.org - Previous years’ Question Papers can be obtained through mail at ditl@icai.org - Request for quarterly research journal “Management and Accounting Research” useful for MAC/CMC candidates can be made to the Editor.

	at New Delhi. • Copy of latest annual report required to be submitted if employed in industrial/commercial organisation for registration in Part II.		Management and Accounting Research at Institute's Head Office*. Subscription for the journal is Rs. 150/- for one year and Rs. 400/- for three years. • Suggested Books for the papers are prescribed in the prospectus.
<u>Insurance & Risk Management (IRM)</u> Click the above link for knowledge management page of Committee on Insurance.	A candidate has to fill up the registration form and send it, along with requisite fee, to: "The Secretary – Committee on Insurance" at the Institute's Head Office* or register online.	• Candidates must complete the self-study and eligibility tests (ETs). • After securing the eligibility certificate they become eligible for appearing in the Technical Examination. • Those passing the Technical Examination will have to undergo a mandatory 6 days orientation course, which marks the completion of programme. • A candidate who has successfully completed the Course shall be awarded a Certificate in approved form and be entitled to use the letters 'DIRM (ICAI)' after his names. • The interval between the date of registration and the date of Technical Examination should not be less than 9 months. • <u>For other details refer FAQs</u>	The prospectus can be obtained from any of the regional councils/branches of the Institute. Any information except with regard to the Technical Examination should be addressed to: The Secretary- Committee on Insurance Mail to: insurance@icai.org
<u>Information Systems Audit</u> Click above link for knowledge management page of Information Technology	• The registration for the ISA PQC is on submission of duly filled-in ISA Registration Form (provided with the ISA Prospectus)	• Apply for registration • Complete 100 hours of Professional Training course generally scheduled for six weekends (Sat/ Sun) covering 12 days of 8 hours training. • Minimum attendance	• Complete details of the ISA course is available in the ISA Prospectus available for sale at the Sale Counters of the Institute @

Committee.	- Along with the form, one has to send DD for course fees, two PP size Photographs and a copy of membership certificate - Course fee of Rs.10,000/- is payable in lump-sum by DD in favor of "The Secretary, ICAI" payable at New Delhi. - Applications for Registration to the ISA Course with requisite enclosures have to be sent to the following address: - ISA/CATT Helpdesk The Institute of Chartered Accountants of India Plot No. 52,53 & 54 Vishwas Nagar (Near Karkardooma Court) Delhi – 110 032.	required to successfully complete ISA PT is 90% (10 Days out of 12) - Eligible candidates to appear for eligibility test (ET) - ET Certificate is valid for 4 attempts (actual) in a period of two years. - Appear for ISA AT (assessment test) - Qualifying the ISA AT marks the completion of ISA course. Successful candidates are entitled to use the letters 'DISA (ICAI)' after their names. - It takes six months to complete the course if registration is done near the beginning of the quarter and participants qualify the exams in first attempt. <u>For other details refer FAQs</u>	Rs.150/- each. - The Prospectus also contains a copy of the ISA Course Registration Form. - Details about the ISA Course, Course activities are hosted at the ISA Portal at www.isaicaai.org. - Details about the course are also available at the Official Website of the Institute at www.icaai.org under Courses – ISA.
<u>International Trade Laws & WTO</u> Click above link for knowledge management page of the Trade Laws Committee	For registration in Part I of the course apply in prescribed form to: "The Secretary, Committee on Trade Laws & WTO", at the Institute's head office alongwith fee of Rs. 10,000/- (towards 1st installment) by way	- The Course involves two Parts viz., Part I – Theoretical knowledge with examination, supported by conduct of Personal Contact Programmes (PCPs) and Part II – Practical Training and submission of a Dissertation. - Registration fees for the Course is Rs. 20,000/- payable in two installments.	The Prospectus (also containing Registration form) can be obtained from any of the regional councils/branches of the Institute or request to the Joint Secretary, Postal Sales Department of the Institute at

	of DD/PO in favor of “the Secretary, Institute of Chartered Accountants of India” payable at New Delhi.	1st Installment of Rs. 10,000/- payable at the time of registration for Part I and 2nd Installment of Rs. 10,000/- payable at the time of applying to attend the Personal Contact Program for the Course. Registration fees includes cost of study material to be provided by the Institute. • Register for Part I of the course • Self-Study in Part I is augmented by Personal Contact Programmes (PCPs) covering all subjects, for 30 days with minimum attendance record of 80%. • Candidates shall be eligible to appear for Part I Examination to the Course only after six months of registration and minimum attendance at PCPs. They can appear either for Group A or Group B or both Groups at their discretion (each group consists of three papers). Examinations will be conducted in the months of May and November with the first examination for the Course in November 2005. • Candidates clearing Part I examination would be eligible to register in Part II of the Course comprising of Practical Training for 30 days followed by dissertation and interview. • Submit Dissertation for approval of the Institute. • Successful candidates in the Course entitled to use the letters “DITL(ICAI)” • For other details refer FAQs	C-1, Sector 1, Noida – 201 301 (U.P.) by sending a Demand Draft of Rs. 150/- plus postal charges (Rs. 9 within New Delhi & Rs. 20 for Rest of India, if required by Courier; Rs. 40/- if required by registered post) favouring ‘The Secretary, The Institute of Chartered Accountants of India’ payable at New Delhi. • Any information except with regard to the Examination should be addressed to: The Secretary- Committee on Trade Laws and WTO/ E-Mail : ditl@icai.org • Exam related queries can be addressed to: The Joint Secretary – Examinations, The Institute of Chartered Accountants of India, C-1, Sector 1, Noida – 201 301 E-mail icaiaexam@vsnl.net Please also mark a copy to – The Secretary, Committee on Trade Laws and WTO.
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*Head office: The Institute of Chartered Accountants of India, ICAI Bhawan, Post Box No. 7100, Indraprastha Marg, New Delhi 110 002, India.