



THE INSTITUTE OF COST AND WORKS ACCOUNTANTS OF INDIA

COST ACCOUNTANTS' HALL
12, SUDDER STREET, KOLKATA - 700 016

COACHING ADMINISTRATION

Form of Application for Enrolment **For Foundation Postal Tuition**

The Director of Studies,
THE INSTITUTE OF COST & WORKS ACCOUNTANTS OF INDIA
DIRECTORATE OF STUDIES
12, SUDDER STREET, KOLKATA 700 016

FOR OFFICE USE ONLY

INWARD NO.:
NAME OF BANK:
NAME OF BRANCH:
DEMAND DRAFT NO.:
DATE:
AMOUNT:
QUALIFICATIONS:
IDENTIFICATION NO.:
SIGNATURE:

REVISED SYLLABUS

To be filled in by the applicant

Sir,

I hereby apply for enrolment Tuition for Foundation Postal Tuition of the Institute of Cost and Works Accountants of India and tender herewith a sum of Rs. (Note 1) being Tuition fee payable.

I hereby declare that at present I am not a student of Oral coaching. Particulars regarding myself are furnished below:

1. *Name in full Shri/Shrimati*
(In block letters surname last)
2. *Nationality* 3. *Date of Birth*
4. *Address (Note 2)*
(In block letters with name of the state)
.....
5. *Educational qualifications*
(Enclose attested copies of relevant certification in support)
6. *Occupation*
(If in service, please indicate official designation and official address)
7. *Details of Enrolment with oral Institution, (if any)*
(Undergoing/ undergone. Also indicate Completion Certificate obtained if any)
8. *Institute's Identification Number (Note 3)*

I hereby declare that the particulars furnished above are true to the best of my knowledge and belief. I also hereby undertake to abide by all the Rules of the Coaching Administration.

Yours faithfully

.....
Signature of the applicant

Place

Date

(See Note overleaf)

POSTAL COACHING ENROLMENT FEES

Tuition Fees must be paid for at a time

Foundation 3500/- (Three Thousand Five Hundred only)

1. Enrolment fee towards Postal Tuition shall have to be remitted through Demand Draft crossed A/c. Payee drawn on any Scheduled Bank at Kolkata favouring "The Institute of Cost and Works Accountants of India". No payment by Cheque, Money Order or Indian Postal Order or in Cash shall be accepted.
2. Study Materials and order communications will be despatched by the respective Regional Council to the address, indicated by the student. Hence it should be very clearly and legibly written.
3. Students shall submit their Postal Application Forms duly filled in, together with relevant documents and remittances to their respective Regional Councils.
4. Simultaneous enrolment for Postal and Oral Tuition is not permissible.
5. Students on their having passed the Foundation Examination of the Institute may apply for Registration and postal oral tuition for the Intermediate Examination enclosing therewith a Xerox copy of the last mark sheet of the Foundation Examination.