

Application Form for Registration to Common Proficiency Test Course (To be filled in CAPITAL LETTERS USING BLACK BALL PEN)



Email id

Mobile No.

5. (b) Permanent Address Same As Communication Address given in 5 (a) above

☐ Yes

☐ No

City

State Code

(Refer SI No 8 of Instructions for filling the form)

Pin



Country

Please fill the circle as applicable

6. (a) ☐ Gen

6 (b) Special category
(Enclose proof thereof)

☐ SC/ST

☐ OBC

☐ Differently abled

7. Nationality

☐ Indian

☐ Foreign National

8. Medium of study

☐ English

☐ Hindi

9. Details of Educational Qualifications: Starting from 10th standard

Examination	Board/ Authority	Year	Result		
			Marks/ Grade Obtained	Max Marks	Awaited/ Passed
X (Minimum qualification for registration)	 		/ A B C D (Pl tick the grade)		☐ Passed
XII	 		/ A B C D (Pl tick the grade)		☐ Awaited ☐ Passed
Degree (Name)	 				☐ Awaited ☐ Passed
Diploma (Name)	 				☐ Awaited ☐ Passed

10. Annual income of parents

☐ INR /

☐ \$

11. In case an existing student of Foundation/ Professional Education (Course-I) wants to switch over to CPT, please provide your Unique Registration No.(i.e., WRO/SRO/NRO/ERO/CRO/FRO)

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12.

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|---|------------------|
| ☐ (a) Indian Nationals residing in India | Rs. 6000/- (INR) |
| ☐ (b) Indian Nationals residing in SAARC Countries | Rs. 6000/- (INR) |
| ☐ (c) Indian Nationals residing in a place other than (a) & (b) | US\$ 580 |
| ☐ (d) Foreign Nationals belonging to SAARC Countries | Rs. 6000/- (INR) |
| ☐ (e) For those, other than (d) above | US\$ 580 |

13. Details of Course Fee for new registrants:

Registration Fee	Rs. 6000/- for students stated in 12 (a), (b) & (d) and US\$ 580 for Students stated in 12 (c) & (e)
Subscription for Students' Journal	Rs. 200/- or US\$ 20 (for one year) (Optional but strongly recommended)
Subscription for Members' Journal	Rs. 400/- or US\$ 40 (for one year) (Optional)

Bank Draft / Pay Order No.

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dated

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Amount in Rs.

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\$ if applicable

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Indicate the Fee Breakup (Please fill the circles as applicable)

☐ Registration Fee ☐ Journal Fees ☐ Prospectus Fees

☐ Students' Journal Fee

(Rs 100/- or US\$ 10 if downloaded from www.icai.org)

For Rs./ \$ _____ (in words)

Drawn on Bank _____ Branch _____

Payment made online using credit card / debit card

☐ Yes ☐ No

If yes, acknowledgement No.

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& date of transaction

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DD-MM-YYYY

Declaration

I hereby declare that the information furnished herein above is true to the best of my knowledge.

Date _____ DD-MM-YYYY

Place _____

Signature of applicant

Name _____

FOR OFFICE USE ONLY

Checked and verified that the application for Common Proficiency Test Course is complete in all respects with supporting documents.

Study Material Collected: ☐ Yes ☐ No

If Yes,

☐ In person from Regional Office

Date

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☐

By Post Date

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☐ From Branch Office

Date

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Applied in the Region

☐ Western ☐ Southern ☐ Eastern

☐ Central ☐ Northern

Dealing Assistant

Officer Incharge

4.

**Signature, Name,
Designation and Seal of
Receiving Officer**

Page 4 of 6

14. Kerala Board of Higher Secondary Education.
15. Maharashtra State Board of Secondary & Higher Secondary Education.
16. Board of Secondary Education, Madhya Pradesh
17. Council of Higher Secondary Education, Manipur
18. Meghalaya Board of School Education.
19. Mizoram Board of School Education.
20. Nagaland Board of School Education.
21. Council of Higher Secondary Education, Orissa.
22. Punjab School Education Board.
23. Board of Secondary Education, Rajasthan.
24. Tamil Nadu State Board of School Examinations.
25. Tripura Board of Secondary Education.
26. U. P. Board of High School and Intermediate Education.
27. Board of School Education, Uttarakhand.
28. West Bengal Council of Higher Secondary Education.
29. Chhattisgarh State Open School.
30. M.P. State Open School.
31. National Institute of Open Schooling.
32. Rajasthan State Open School.
33. The West Bengal Council of Ravindra Open Schooling.
34. Banasthali Vidyapeeth.
35. 5 (Five) passes at GCE 'O' level/GCSE/IGCSE in A/B/C Grades and two passes at GCE 'Advanced' level examination of the approved British Examining Bodies is recognized by the Association of Indian Universities as equivalent to +2 stage qualification of an Indian Body.
36. Students who have completed two years of higher education including Diploma course after passing 10th class, conducted either by Central/ State Government(s) and on passing such a course have either been admitted to first year of graduation course or have passed the graduation course conducted by any University, including Open Universities, established by law in India shall be also eligible for admission to the Common Proficiency Test (CPT).
37. 10+2 Examination of any other recognized Board/University not covered above but recognized by Association of Indian Universities(AIU) as equivalent to Senior Secondary (10+2) Examination as recognized by Central Government.

7. CA students can pursue Graduate/ Post Graduate course as well as MBA through distance learning programme from the Universities with whom the Institute has signed Memorandum of Understandings (MOUs). These Universities are IGNOU, Bharathiar University, University of Madras and Netaji Subhas Open University (NSOU). For further details, please visit Institute's website www.icaai.org.

8. The filled-in application be sent to the appropriate office of the Institute as stated below:

Students belonging to	Despatch address
Gujarat, Maharashtra, Goa and the Union Territories of Daman & Diu and Dadra & Nagar Haveli	Deputy Secretary, The Institute of Chartered Accountants of India, ICAI Bhawan, 27 Cuffe Parade, Colaba, Mumbai – 400 005. Tel.: 022- 39893989 email: wro@icaai.org
Andhra Pradesh, Kerala, Karnataka, Tamil Nadu, Pondicherry and the Union Territory of Lakshadweep	Senior Deputy Director, The Institute of Chartered Accountants of India, ICAI Bhawan, 122, M.G. Road, Post Box No. 3314, Nungambakkam, Chennai – 600 034. Tel.: 044- 39893989 email: sro@icaai.org
Assam, Meghalaya, Nagaland, Orissa, West Bengal, Manipur, Tripura, Sikkim, Arunachal Pradesh, Mizoram and the Union Territory of Andaman & Nicobar	Senior Deputy Secretary, The Institute of Chartered Accountants of India, ICAI Bhawan, 7, Anandilal Poddar Sarani, (Russell Street), Kolkata – 700 071. Tel.: 033- 39893989 email: ero@icaai.org
Uttar Pradesh, Bihar, Madhya Pradesh, Rajasthan, Uttarakhand, Chhattisgarh & Jharkhand	Senior Deputy Director, The Institute of Chartered Accountants of India, ICAI Bhawan, Post Box No.314, 16/77-B Civil Lines, Kanpur – 208 001. Tel.: 0512- 3989398 email: cro@icaai.org
Delhi, Haryana, Himachal Pradesh, Jammu & Kashmir, Punjab and the Union Territory of Chandigarh	Joint Secretary, The Institute of Chartered Accountants of India, ICAI Bhawan, 52, 53, 54, Vishwas Nagar, Delhi – 110 032. Tel.: 011- 39893990 email: nro@icaai.org

INSTRUCTIONS FOR FILLING THE FORM

PLEASE FOLLOW THE SIMPLE STEPS WHILE FILLING THE FORMS

1. Use the **BLACK BALL PEN** to fill the details and to sign the form.
2. Do not put any stray marks on Black Squares and Barcode.
3. Fill complete circles for the selected options else leave it blank if not applicable as shown in the example:

EXAMPLE

Wrong Method

Sex ☒ Male ☐ Female
 Special Category ☒ Gen ☐ SC/ST ☐ Backward class ☐ OBC ☐ Disabled ☐ Others

Right Method

Sex ☐ Male ☒ Female
 Special Category ☒ Gen ☐ SC/ST ☐ Backward class ☐ OBC ☐ Disabled ☐ Others



4. Write clearly within the boxes, as indicated in the following example:

K	V	L	N	A	R	A	S	I	M	H	A	M	U	R	T	H	Y
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5. Do not over write.
6. Please write the date in DD-MM-YYYY format.
7. Do not bend/fold the form.
8. Please refer the table below for State Codes.

STATE/UT CODE	STATE/UT NAME
AN	ANDAMAN AND NICOBAR
AP	ANDHRA PRADESH
AR	ARUNACHAL PRADESH
AS	ASSAM
BH	BIHAR
CH	CHANDIGARH
CG	CHHATISGARH
DN	DADRA AND NAGAR HAVELI
DD	DAMAN & DIU
ND	DELHI
GA	GOA
GJ	GUJARAT
HR	HARYANA
HP	HIMACHAL PRADESH
JK	JAMMU & KASHMIR
JH	JHARKHAND
KR	KARNATAKA
KL	KERALA

STATE/UT CODE	STATE/UT NAME
LK	LAKSHADEEP
MP	MADHYA PRADESH
MH	MAHARASHTRA
MN	MANIPUR
MG	MEGHALAYA
MZ	MIZORAM
NG	NAGALAND
OR	ORISSA
PN	PONDICHERRY
PB	PUNJAB
RJ	RAJASTHAN
SK	SIKKIM
TN	TAMIL NADU
TR	TRIPURA
UP	UTTAR PRADESH
UT	UTTARAKHAND/UTTRANCHAL
WB	WEST BENGAL