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## THE INSTITUTE OF COST ACCOUNTANTS OF INDIA 12, SUDDER STREET, KOLKATA – 700 016.

Telephone : 2252-1031/34/35, 2252-1492, 2252-1602 • Telegram : STANDCOST Fax : 91-33-2252 1026 (Exam) E-mail : <u>exam@icwai.org</u> / exam.amitava@icwai.org • Website : www.icwai.org

## **INSTRUCTIONS**

- 1. MODE OF PAYMENT : Fees are to be paid only by Demand Draft drawn in favour of "<u>THE INSTITUTE OF</u> <u>COST ACCOUNTANTS OF INDIA</u>" payable at KOLKATA. PAYMENT BY MONEY ORDER/INDIAN POSTAL ORDER/CHEQUE WILL NOT BE ACCEPTED. Examination Fees will not be refunded or carried forward under any circumstances.
- Application Forms properly filled up and attached with Demand Draft towards Examination Fee should be sent to the ICAI, Kolkata so as to reach the office by 10<sup>th</sup> April and 10<sup>th</sup> October for June and December Examinations of the particular year respectively.
- Examination Fees: One Group Rs. 1000/- only (US \$ 90 for overseas candidates), Two Groups Rs. 1600/- only (US \$ 90 for overseas candidates).
- Examination Application Forms may also be submitted at the ICAI, Kolkata Office by 20<sup>th</sup> April and 20<sup>th</sup> October for June and December Examinations respectively with a Late Fee of Rs. 300/- only (US \$10 for Overseas Candidates).
- 5. Only one Demand Draft for the full amount (including Late Fee, if any) should be enclosed with the Application Form, Applications received with more than one Draft will not be accepted. No remittance other than Examination Fees should be sent with the Application Form.
- 6. Only one Application Form must be filled up given the choice of Group (s). Multiple Applications by the same candidate are liable to be rejected.
- 7. The address furnished by the student in the application form will be treated as the official communication address for sending Admit Card / Marks Sheet / Certificate etc. and any examination related correspondence.
- 8. Rates of Requisite Examination Fees have been notified in the Institute's monthly journal "The Management Accountant". Fees for Overseas candidates must be paid by Demand Draft in US Dollars (\$). For details regarding fees, please contact your nearest Chapter/Coaching Centre or Institute's Website [www.icwai.org].
- 9. If a candidate has been allowed the benefit of exemption or carry forward of marks in any subject(s), such benefit shall stand automatically cancelled if the candidate appears in the subject(s) again.
- 10. A candidate must write in Block Letters the name of his/her Examination Centre and the Examination Centre Code in the space provided for in the Application Form. Centre once opted for will not be changed under any circumstances. See Reverse for Examination Centre and Corresponding Codes.
- 11. Passing certificate will mention the name of the centre where the student appeared and completed the passing examination.
- 12. A candidate must write his/her STUDENT REGISTRATION NUMBER. Applications without Registration Number or with wrong Registration Number are liable to be rejected.
- 13. A candidate must send his/her application form and remittance in respect of his/her own candidature only.
- 14. INCOMPLETE APPLICATIONS FORMS ARE LIABLE TO BE REJECTED.
- 15. REQUEST FOR CHANGE OF CENTRE OR GROUP WILL NOT BE ENTERTAINED UNDER ANY CIRCUMSTANCES.
- 16. THE STUDENTS ARE ADVISED TO GO THROUGH THE "CONDITIONS FOR APPEARING IN EXAMINATION" ISSUED BY THE DIRECTORATE OF STUDIES & STUDENTS WILL NOT BE ALLOWED TO APPEAR FOR EXAMINATION UNLESS ALL CONDITIONS ARE FULFILLED.
- 17. The students are advised to keep the photocopy of the Demand Draft and the filled-up Examination Application Form with him/her before sending the same to the Institute for requirement in future for any reference.
- 18. In case of any difficulty or for any clarification, please contact your nearest Regional Council or Chapter Office or visit the Institute's Website [<u>www.icwai.org</u>] or contact H.Q. Examination Directorate.
- 19. Any dispute arising out of matters of Examination shall be subject to jurisdiction of the Calcutta Courts.

## ICAI EXAMINATION CENTRE NAME WITH CENTRE CODE FOR INTERMEDIATE COURSE EXAMINATION

CODE	CENTRE NAME	CENTRE C0DE	CENTRE NAM	E
	• WESTERN REGION		EASTERN REGION	
101	AHMEDABAD	301	AGARTALA	
102	AURANGABAD	302	ASANSOL	
103	BARODA	303	BHUBANESWAR	
104	BHILAI	304	BOKARO	
105	BHOPAL	305	KOLKATA - NORTH	
106	BILASPUR	306	KOLKATA – SOUTH – 1**	
107	INDORE	307	CUTTACK	
108	KOLHAPUR	308	DHANBAD	
112	NAGPUR	309	DURGAPUR	
113	NASIK	310	GUWAHATI	
114	PANAJI (GOA)	311	HOWRAH	
115	PUNE-1**	312	JAMSHEDPUR	
115	VINDHYANAGAR	312	NAIHATI	
117	SURAT	314	PATNA	
121	MUMBAI – CHURCHGATE	315	RANCHI	
122	MUMBAI – BANDRA	316	ROURKELA	
124	MUMBAI – THANE	317	BEHRAMPUR (ORISSA)	
126	KALYAN	318	SHILLONG	
127	JABALPUR	319	KOLKATA – SOUTH – 2**	
128	SOLAPUR			
129 130	VAPI – (GUJARAT) VASHI – (NAVI MUMBAI)			
130	AKURDI (PUNE)			
132	AHMEDABAD – 2**			
133	PUNE – 2**			
134	ADIPUR-KACHCHH (GUJARAT)			
	SOUTHERN REGION		NORTHERN REGION	
200	BANGALORE-National College (Basavanagudi)	402	ALLAHABAD	
201	BANGALORE-National College (Jayanagar)	403	CHANDIGARH	
202	COIMBATORE	404	DEHRADUN	
203	EARNAKULAM	405	DELHI – EAST – 1**	
204	HYDERABAD	406	DELHI – EAST – 2**	
205	KOTTAYAM	407	DELHI – SOUTH – 1**	
206	CHENNAI – VEL'S COLLEGE	408	DELHI – WEST	
207	MADURAI	409	FARIDABAD	
208	MYSORE	410	GHAZIABAD	
209	NEYVELI	411	JAIPUR	
210	PONDICHERRY	412	JAMMU	
210	RAJAHMUNDRY	413	JODHPUR	
212	SALEM	414	KANPUR	
212	TIRUCHIRAPALLY	414	KOTA	
214		416		
215		417	PATIALA	
217	VELLORE	418	UDAIPUR	
218	VIJAYAWADA – 1 (SSR & CVR)	419	JALANDHAR	
219	WALTAIR	420	DELHI – CENTRAL	
220	MANGALORE	422	HARIDWAR	
221	THRISSUR	423	LUDHIANA	
222	CALICUT	424	DELHI – SOUTH WEST	
223	KANNUR (KERALA)	425	NOIDA	
224	CHENNAI – 1**	426	DELHI – SOUTH – 2**	
225	CHENNAI – 2**	430	BHILWARA (RAJASTHAN)	
226 229	VIJAYAWADA – 2 ** NELLORE			
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particular location, examinees will be accommodated at the nearest Centre available.Candidates must write the correct Centre Code in the Examination Form. Request for change of centre will not be entertained under any circumstances.