

Email id

Mobile No.

5. (b) Permanent Address Same As Communication Address given in 5 (a) above Yes No

City State Code

Pin



Country

Please fill the circle as applicable

6. (a) Gen 6 (b) Special category SC/ST OBC Disabled
 (Enclose proof thereof)

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 Obtained | Max Marks | Awaited |
| X (Minimum qualification for registration) | <input type="text"/> <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="radio"/> Passed |
| XII (Compulsary qualification* to register for IPCC) | <input type="text"/> <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="radio"/> Yes |
| Degree <input type="text"/> | <input type="text"/> <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="radio"/> Yes |
| Diploma <input type="text"/> | <input type="text"/> <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="radio"/> Yes |

10. Annual income of parents INR / \$.

*See list of 10+2 or its equivalent qualifications at page 4, para 6 of Instructions to candidates.

ACKNOWLEDGEMENT
(To be filled in by the Applicant)

4.

Sl.No.

(to be assigned by office)

Received an application for registration for Common Proficiency Test Course along with Demand Draft/ Pay Order No.

for Rs. (in words)

drawn on (Bank)

from Mr./ Ms.

Date

Place



Signature, Name,
Designation and Seal of
Receiving Officer

INSTRUCTIONS TO CANDIDATES

1. DOCUMENTS TO BE ATTACHED
 - a). DD towards Registration fee and other charges.
 - b). Proof of Date of Birth: Class 10th admit card and/or 10th pass marks sheet/ 10th pass certificate indicating Date of Birth, duly attested by a Chartered Accountant/ Gazetted Officer/ Head of the Institution.
 - c) 12th pass marks statement if already passed (duly attested by a Chartered Accountant/ Gazetted Officer/ Head of the Institution.)
 - d) If student is foreigner, enclose proof of nationality.
 - e) Proof of special category
2. Amount payable :
 - a) In respect of fresh candidate (including erstwhile Foundation/PE-I students)registering CPT course after passing 10th Standard – Rs.6000/- course fee + Rs. 400/- CA journal subscription (optional)
 - b) Rs. 100/- for Prospectus including application form.
3. Demand Draft / Pay Order of requisite amount to be drawn in favour of "The Secretary, The Institute of Chartered Accountants of India" payable at New Delhi / Kanpur / Mumbai / Chennai / Kolkata in accordance with the postal address given in Column 5 (a) of the application and appropriate office of the Institute mentioned in the Point 7 below.
4. In case a student applies online, he/she should take a print out of the application, affix a photograph, sign the application and dispatch to the appropriate office of the Institute within 7 days from the date of online registration by speed or registered post.
5. Eligibility requirement for appearing in CPT Examination:

CPT registered student entitled to appear in Common Proficiency Test after he appeared in the Senior Secondary Examination(10+2 examination) conducted by an examining body constituted by law in India or an examination recognised by Central Government as equivalent thereto. * Please refer Para 6 below.

Students have to complete 60 days from the date of registration and upto the first day of the month in which an examination takes place.

Students intending to appear in CPT examinations to be held in June and December must get themselves registered on or before 1st April and 1st October respectively.

A separate examination form has to be filled in.

A student has to follow the examination notification to be issued by the Examination Department of the ICAI on our website www.icai.org and apply in the prescribed form and adhere to other terms and conditions.
6. * List of Examinations treated as equivalent to Senior Secondary Examination:

All India Senior School Certificate Central Board of Secondary Education.
Delhi Senior School Certificate Central Board of Secondary Education.
Indian School Certificate(Class XII) Examination Council for Indian School Certificate.
XIIth Standard Higher Secondary Examination Board of High School and Intermediate Education, Uttar Pradesh.
XIIth Standard Higher Secondary Examination West Bengal Council of Higher Secondary Education.
XIIth Standard Intermediate Examination Bihar Intermediate Council, Bihar.
XIIth Standard Higher Secondary Examination Council of Higher Secondary Examination, Orissa.
XIIth Standard Higher Secondary Examination Board of Higher Secondary Education, Assam.
XIIth Standard Higher Secondary Certificate Examination Gujrat Secondary Education Board.
XIIth Standard Higher Secondary Examination Board of Higher Secondary Examination, Tamilnadu.
XIIth Standard Intermediate Examination Board of Intermediate Education, Andhra Pradesh..
2 year Pre-University Examination Board of Pre-University Examination, Karnataka.

Senior Secondary Certificate Examination Board of School Education, Haryana.
 Senior Higher Secondary Examination Board of Secondary Education, Rajasthan.
 Higher Secondary School Certificate Examination (10 +2) Board of Secondary Examination, Madhya Pradesh.
 Higher Secondary(+2) Examination Tripura Board of Secondary Examination.
 Senior Secondary(+2) Examination Himachal Pradesh Board of Studies Education.
 Senior Secondary Certificate Examination Part II Punjab School Education Board.
 Kerala Board of Public Examinations.
 10+2 Examination Board of Secondary Education, Manipur.
 10+2 Examination Mizoram Board of School Education.
 10+2 Examination Nagaland Board of School Education.
 10+2 Examination Goa, Daman & Diu Board of School Education and Higher Education.
 J & K State Board of School Education.
 Meghalaya Board of School Education.
 Maharashtra State Board of Secondary & Higher Secondary Education.
 Senior Secondary Examination conducted by National Open School Society.
 10+2 M.P. State Open School.
 5 (Five) Passes at GCE 'O' level/ GCSE/IGCSE and two passes at GCE 'Advanced' level Examination of the approved British Examining Bodies is recognised by the Association of Indian Universities as equivalent to +2 stage qualification of an Indian Body.
 10+2 Examination of any other recognised Board/University not covered above.

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@icai.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@icai.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@icai.org |
| Uttar Pradesh, Bihar, Madhya Pradesh, Rajasthan, Uttarakhand, Chattisgarh & 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- 39893989 email: cro@icai.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@icai.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 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|

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 |