



# THE INSTITUTE OF COST ACCOUNTANTS OF INDIA

12, SUDDER STREET, KOLKATA-700 016

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## APPLICATION FOR PERMISSION TO APPEAR for Diploma in Is Audit and Control To be held in December 2018

To,  
The Sr. Director – Advanced Studies  
The Institute of Cost Accountants of India  
12 Sudder Street  
Kolkata - 700 016

Sir/Madam,

I hereby apply for permission to sit for Diploma in \_\_\_\_\_ Examination conducted by the Institute to be held in Dec 2018 The relevant details are as under:

### A. Personal Details: (To be filled in block Capital)

Mr/Ms		
First Name	Middle Name	Surname
Date of Birth:		
Communication Address: (Where Admit Card, Mark Sheets etc, to be sent)	..... .....	
Tel No: STD	(off)	(Res)/(Mobile)
E-Mail		
<b>B.Details of Examinations applied for:</b>		
Name of the Diploma Examination		
Examination Center opted		
PAYMENT DETAILS: Name of The Bank & Branch		
D.D. No.....		
Dated..... Amount (Rs) .....		
Amount in words:.....		

### C. Membership Details furnished below:

Date of Membership:	Fellow No:	Associate No:
Membership Fees details : Cleared up to:		Official Receipt details:

I declare to the best of knowledge and belief, the information given above is correct and complete, I also undertake to abide by the rules and regulations (vide reverse) framed by the Council of the Institute.

Thanking you,

Yours faithfully,

Signature

Date:

Membership No:

## **Instructions**

1. The participants who will score 50 percent or more in the examination will be declared successful.

2. Examination details:

- (i) Examination Fee for diploma examinations is Rs. 1200/- (Rupees Twelve hundred only) for all the papers OR for a single paper.
- (ii) Examination fees to be paid through Demand Draft of requisite amount drawn in favour of "The Institute of Cost Accountants of India" Payable at Kolkata.
- (iii) The examination is conducted at the following centers: Please refer Annexure-1

3. A candidate must write in Block Letters the name of his/her Examination Centre in the space provided in the Application Form. Centre once opted will not be changed under any circumstances.

4. A Candidate must send his/her application form and remittance in respect of his/her own candidature only.

5. Incomplete applications forms are liable to be rejected.

6. 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.

7. Any disputes arising out of matters of Examination shall be subject to jurisdiction of the Calcutta Courts

Please Note: Students are requested to submit the filled in application addressed To the **Directorate of Advanced Studies at the following address:**

CMA (Dr.) Debaprosanna Nandy  
Sr. Director - Advanced Studies  
The Institute of Cost Accountants of India  
(Statutory body under an Act of Parliament)  
CMA Bhawan, 12, Sudder Street, Kolkata -700016  
E-mail: advstudies.exam@icmai.in

## **Annexure-1**

### **Examination Centers**

Adipur-Kachchh (Gujarat), Agartala, Agra, Ahmedabad, Akurdi, Allahabad, Asansol, Aurangabad, Bangalore, Baroda, Berhampur (Ganjam), Bhilai, Bhilwara, Bhopal, Bewar City(Rajasthan), Bhubaneswar, Bilaspur, Bokaro, Calicut, Chandigarh, Chennai, Coimbatore, Cuttack, Dehradun, Delhi, Dhanbad, Duliajan (Assam), Durgapur, Ernakulam, Erode, Faridabad, Ghaziabad, Guntur, Guwahati, Haridwar, Hazaribagh, Howrah, Hyderabad, Indore, Jaipur, Jabalpur, Jalandhar, Jammu, Jamshedpur, Jodhpur, Kalyan, Kannur, Kanpur, Kolhapur, Kolkata, Kota, Kottakkal (Malappuram), Kottayam, Lucknow, Ludhiana, Madurai, Mangalore, Mumbai, Mysore, Nagpur, Naihati, Nasik, Nellore, Neyveli, Noida, Palakkad, Panaji (Goa), Patiala, Patna, Pondicherry, Port Blair, Pune, Raipur, Rajahmundry, Ranchi, Rourkela, Salem, Sambalpur, Shillong, Siliguri, Solapur, Srinagar, Surat, Thrissur, Tiruchirapalli, Tirunelveli, Trivandrum, Udaipur, Vapi, Vashi, Vellore, Vijayawada, Vindhyannagar, Waltair and Overseas Centres at Bahrain, Dubai and Muscat.