SYLLABUS – 2012

FDN No.



THE INSTITUTE OF COST ACCOUNTANTS OF INDIA 12, SUDDER STREET, KOLKATA - 700 016. **APPLICATION FORM FOR** FOUNDATION COURSE EXAMINATION JUNE/ DECEMBER.....

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NOTE:

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- PLEASE READ INSTRUCTIONS ON REVERSE BEFORE FILLING UP THE FORM
- INCOMPLETE FORMS WILL BE REJECTED. (PHOTO IS MANDATORY INSIDE BOX AND SIGNATURE SHOULD BE PUT INSIDE BOX WITH BLACK INK)

NEW IDENTIFICATION NO.

- 3. FORMS RECEIVED AFTER THE LAST DATE WILL BE RETURNED AND NOT BE CONSIDERED FOR THE EXAMINATION
- 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

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

Telephone: +91-33-2252-1031/34/35, 2252-1492, 2252-1602 • Telegram: STANDCOST

Fax: 91-33-2252 1026 (Exam)

E-mail: exam@icmai.in / exam.amitava@icmai.in/ • Website: www.icmai.in

IMPORTANT INSTRUCTIONS FOR FOUNDATION COURSE EXAMINATION

1. Eligibility:-

No candidate shall be admitted to the Foundation Course Examination unless

- (i) he/she has valid Identification No.
- (ii) he/she is not debarred from appearing ICAI Examination for the Term of Examination;
- (iii) he/she has submitted the Examination form duly filled in within the specified time along with the requisite fees to the Director (Examination).

2. Mode of payment:

Fees are to be deposited only by Demand Draft drawn on any scheduled bank in favour of the "The Institute of Cost Accountants of India", payable at Kolkata. Payment by Money Order or Indian Postal Order or by Cheque will not be accepted.

3. How to fill up the form:

The candidate is advised to ensure that

- (a) The application is filled up completely in his/her own handwriting and application is signed;
- (b) The correct amount is remitted towards examination fees;
- (c) His/her full address is written in the form, the address furnished in the examination application form will be treated as the official communication address for sending admit card / marks sheet and any examination related correspondence;
- (d) Medium of language for writing answers must be correctly mentioned. He/She may write answers either in English or in Hindi. Mixing up of both languages in the Answer Scripts will liable to be cancelled;
- (e) 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 Centres and corresponding Codes;
- **4.** (a) The Application Forms with all enclosures must be submitted to the Institute's Headquarters at 12, Sudder Street, Kolkata 700 016;
 - (b) Foundation Course Examination Application Form properly completed should be attached with Demand Draft.

5. Last Date of Receipt of Application Form:

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 31st March and 30th September for June and December Examinations of the particular year respectively. Examination Application Forms may also be submitted at the ICAI, Kolkata Office by 10th April and 10th October for June and December Examinations respectively with a Late Fee of Rs. 300/- only (US \$10 for Overseas Candidates).

6. Non-Receipt of Admit Card:

In case of non-receipt of Admit Card ten days before the first day of the examination, enquiry to be made at ICAI HQ. Examination Directorate quoting the Examination Centre opted and Identification Number.

- 7. Forms for overseas centres are to be submitted to the Institute Head Quarters at the above address.
- 8. Incomplete Application forms are liable to be rejected.
- 9. Request for change of centre will not be entertained under any circumstances.
- **10.** Under no circumstances request for refund of examination fees will be entertained.
- 11. 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
- 12. 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.
- 13. In case of any difficulty or for any clarification please contact your nearest Regional Council or Chapter Office or it the Institute's Website [www.icmai.in] or Contact H.Q. Examination Directorate.
- 14. Any dispute arising out of matters of Examination shall be subject to jurisdiction of the Calcutta Courts.

CENTRE CODE	CENTRE NAME	CENTRE C0DE	CENTRE NAME	
	■ 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 – 1**	
106	BILASPUR	306	KOLKATA – SOUTH – 1**	
107 108	INDORE KOLHAPUR	307 308	CUTTACK DHANBAD	
112	NAGPUR	309	DURGAPUR	
113	NASIK	310	GUWAHATI	
114	MARGAO (GOA)	311	HOWRAH	
115	PUNE-1**	312	JAMSHEDPUR	
116	VINDHYANAGAR	313	NAIHATI	
117	SURAT	314	PATNA	
122	MUMBAI – BANDRA	315	RANCHI	
126 127	KALYAN JABALPUR	316 317	ROURKELA	
127	SOLAPUR	317	BEHRAMPUR (ORISSA) SHILLONG	
129	VAPI (GUJARAT)	319	KOLKATA – SOUTH – 2**	
130	VASHI – NAVI MUMBAI	323	KOLKATA NORTH – 2**	
131	AKURDI (PUNE)	324	SILIGURI	
132	AHMEDABAD – 2**	325	SAMBALPUR	
133	PUNE – 2**	326	PORTBLAIR	
134 136	ADIPUR-KACHCHH (GUJARAT) MUMBAI – THANE	327 328	KOLKATA – SOUTH – 3** HAZARIBAG	
137	MUMBAI (GHATKOPAR)	320	HAZANIBAG	
138	MUMBAI BORIVALI – WEST			
139	RAIPUR			
	■ SOUTHERN REGION		NORTHERN REGION	
200	BANGALORE-National College (Basavanagudi	402	ALLAHABAD	
201	BANGALORE-National College (Jayanagar)	403	CHANDIGARH	
202	COIMBATORE	404	DEHRADUN	
203 204	EARNAKULAM HYDERABAD	405 406	DELHI EAST - 1**	
205	KOTTAYAM	407	DELHI – EAST – 2** 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	
211 212	RAJAHMUNDRY SALEM	413 414	JODHPUR KANPUR	
212	TIRUCHIRAPALLY	415	KOTA	
214	TIRUNELVELI	416	LUCKNOW	
215	TRIVANDRAM	417	PATIALA	
217	VELLORE	418	UDAIPUR	
218	VIJAYAWADA – 1 (SSR & CVR)	419	JALANDHAR	
219	WALTAIR	420	DELHI – CENTRAL	
220 221	MANGALORE THRISSUR	422 423	HARIDWAR LUDHIANA	
221	CALICUT	423 424	DELHI – SOUTH WEST	
223	KANNUR (KERALA)	425	NOIDA	
225	CHENNAI (RAPURAM)	426	DELHI - SOUTH - 2**	
226	VIJAYAWADA – 2 **	430	BHILWARA (RAJASTHAN)	
229 231	NELLORE VIJAYAWADA (MMK)	431 432	SRINAGAR BEAWAR CITY	
232	VIJAYAWADA (MIMK) VIJAYAWADA (SADCOLLEGE)	432	AGRA	
233	HYDERABAD – 2**			
234	THRISSUR – 2**			
235 236	VIJAYAWADA (KBN) BANGALORE (MSRAMAIAH)			
236	HYDERABAD (AVCOLLEGE)			
238	CHENNAI (JAYA)			
239	ERODE			
240 241	PALAKKAD			
241	GUNTUR	OVERSEAS CENTRES		
503	DUBAI 5	D5 BAHRAI	N 506	MUSCAT

NOTE:

- Examination Centres are liable to change and in that case efforts will be made to accommodate the examines in the nearest Centre
 There are multiple Examination Centres in Delhi, Kolkata, Mumbai, Bangalore and Chennai. In case no examination centre is available at a 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.

^{**} Subject to availability of Centre