

## CAT (COMPETECNY LEVEL PART – II ) EXAMINATION FORM

**THE INSTITUTE OF COST ACCOUNTANTS OF INDIA**  
**3, INSTITUTIONAL AREA, LODHI ROAD,**  
**NEW DELHI-110003**  
**APPLICATION FORM FOR**  
**COMPETENCY LEVEL PART-II EXAMINATION**  
**JUNE-2013**

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<b>NAME OF COACHING CENTRE WITH WHICH THE CANDIDATE IS ENROLLED:</b>									
<b>STUDENT REGISTRATION NO.</b>				<b>CAT</b>					

PHOTO

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**FILL IN BLOCK LETTERS ■ LEAVE ONE BOX BLANK BETWEEN WORDS ■ DO NOT BREAK A WORD**

<b>NAME</b>																										[ ✓TICK THE CORRECT BOX ]  <b>MALE</b> <input type="checkbox"/>  <b>FEMALE</b> <input type="checkbox"/>  <b>SC</b> <input type="checkbox"/>  <b>ST</b> <input type="checkbox"/>
<b>ADDRESS</b>  (FOR EXAMINATION CORRESPONDENCE ADMIT CARD, RESULT ETC.)																										
																							<b>PIN</b>			
STD CODE : _____ Ph. No. : _____ Mobile No. _____ E-mail : _____																										
<b>EXAM CENTRE CODE</b>				EXAMINATION CENTRE OPTED (NAME)																					[ REFER INSTRUCTION NO. 12 ]	
(REFER LIST OF CENTRE CODES ATTACHED)																										

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**PAYMENT BY DEMAND DRAFT ONLY (Please write your Name & Registration No. at the back of the D.D.)**

Application Form	Examination Fee	Late Fee [PLEASE SEE INSTRUCTION NO. 5]	Total Amount	(IN WORDS)
Rs. 30/-	Rs. 700/-	Rs.	Rs.	Rupees Only.
D.D. NO. _____ DATE _____ DRAWN ON _____ <u>THE INSTITUTE OF COST ACCOUNTANTS OF</u> _____ <u>INDIA</u> PAYABLE AT NEW DELHI				

I request for permission to present myself at the COMPETENCY LEVEL PART – II of the CERTIFICATE IN ACCOUNTING TECHNICIANS COURSE EXAMINATION conducted by The Institute of Cost Accountants of India. I have gone through the instructions carefully before filling up this form. I declare that to the best of my knowledge and belief, the information given above is correct and complete. I also undertake to abide by the Regulations framed by the Council of the Institute for the guidance of the candidates appearing for the examination.

1. DEMAND DRAFT	
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Signature of the candidate in the box

THE INSTITUTE OF COST ACCOUNTANTS OF INDIA  
CMA BHAWAN, 3 INSTITUTIONAL AREA  
LODHI ROAD, NEW DELHI-110003  
Telephone: +91-11-24622156-57-58, 24618645,  
Fax: +91-11-43583642  
E-mail: [catdelhi@icmai.in](mailto:catdelhi@icmai.in) Website: [www.icmai.in](http://www.icmai.in)

IMPORTANT INSTRUCTIONS FOR CERTIFICATE IN ACCOUNTING TECHNICIANS COURSE  
COMPETENCY LEVEL PART- II EXAMINATION

**1. Eligibility:-**

For admission to Competency Level- Part -II examination the following conditions are to be fulfilled by a candidate:

- He has valid Registration Number.
- He is not debarred from appearing Accounting Technicians Examination for the term of examination in question
- He has submitted the examination form duly filled in within the specified time along with the requisite fees to the Directorate of CAT.

**2. Mode of Payment:**

Fees are to be deposited only by Demand Draft drawn on any scheduled bank in favour of **THE INSTITUTE OF COST ACCOUNTANTS OF INDIA** payable at New Delhi. Payment by Money Order or Cash 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 (Rs. 730) is remitted towards examination fees;
  - c) His/her full address is written in the form. The address furnished in the examination 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. Mixing up both of languages in the Answer Scripts will be liable to be cancelled. If no medium is marked, it would be construed that the students has opted for ENGLISH.
  - 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 Instruction No. 12 for Examination Centres and corresponding Codes;
4. Application Form along with Demand Draft must be submitted to Directorate of CAT, THE INSTITUTE OF COST ACCOUNTANTS OF INDIA "CMA BHA WAN", 3, INSTITUTIONAL AREA, LODI ROAD, NEW DELHI - 110003.
  5. Last Date of Receipt of Application Form:  
Last date of Receipt of Examination Application Forms without late fee is 30<sup>th</sup> April, 2013 and with late fee of Rs. 100/- is 10<sup>th</sup> May, 2013
  6. Non-Receipt of Admit Card:  
In case of non-receipt of Admit Card ten days before the first day of the examination, enquiry is to be made at Directorate of CAT, THE INSTITUTE OF COST ACCOUNTANTS OF INDIA "CMA BHAWAN", 3, INSTITUTIONAL AREA, LODI ROAD, NEW DELHI - 110003. E-mail: [catdelhi@icmai.in](mailto:catdelhi@icmai.in)
  7. Incomplete Application forms are liable to be rejected.
  8. Request for change of centre will not be entertained under any circumstances.
  9. Under no circumstances request for refund of examination fees will be entertained.
  10. 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.
  11. In case of any difficulty or for any clarification please contact your Oral Coaching Centre or visit the Institute's Website [[www.icmai.in](http://www.icmai.in)] or Contact Directorate of CAT, New Delhi at e-mail: [catdelhi@icmai.in](mailto:catdelhi@icmai.in)

12. Examination Centers: -

CENTER CODE	CENTER NAME	CENTER CODE	CENTER NAME
• WESTERN REGION		• NORTHERN REGION	
101	Nagpur	401	Delhi
102	Bhopal	402	Jaipur
103	Bilaspur	403	Budaun
104	Ahmedabad	404	Dehradun
105	Pune	405	Agra
		406	Chandigarh
• SOUTHERN REGION		• EASTERN REGION	
201	Bangalore	301	Kolkata
202	Calicut	302	Patna
203	Chennai	303	Ranchi
204	Hyderabad	304	Guwahati
205	Madurai		