THE INSTITUTE OF
COST ACCOUNTANTS OF INDIA
(STATUTORY BODY UNDER AN ACT OF PARLIAMENT)

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Ref. No: DOS/08/05-02/2015-16   Kolkata, 8th May, 2015

CIRCULAR

Sub:"On-line Assessment Test on Computer "after completion of 100-hours Compulsory Computer Training

It is hereby notified that students registered to CMA Intermediate Course, on or after 1st February,2015, shall have to qualify "On-line Assessment Test on Computer" after completion of the prescribed hours of hands on Training on Computer. The objective is to bring about uniformity in the teaching-learning methodology besides uniform evaluation mechanism across the board.

The successful completion of this assessment test shall be mandatory, as a pre-requisite for appearing in Examinations of the Institute, from December 2015 term of Examination, except the following category of students, who shall be excluded from this mandatory on-line assessment test:

❖ Students completed 100-hours Computer Training, till the date of circulation of this notice
❖ Students exempted by requisite Qualification from undergoing 100-hours computer Training, till the date of circulation of this notice
❖ Students who are registered to the course prior to Syllabus 2002 and pursuing Intermediate Course

Note:
CMA Students having professional qualification like CIMA- UK or ACCA - UK, shall be exempted from undergoing Computer Training and also this Test.

The information for completion of the prescribed hours of computer training, shall be furnished by the respective Regional Council/Chapter/ CMASC (with coaching and training facilities). Thereafter, the students shall be allowed to appear in this on-line assessment test. The respective Computer Training Center [viz. Regional Council/Chapter/ CMASC (with coaching and training facilities)], may continue with their conducting of computer test, post-completion of prescribed hours of training, before recommending students to appear in the "on-line assessment test on computer".

Furtherance, w.e.f. 1st June 2015, all applications for seeking "Qualification based exemption from undergoing Computer Training" would be granted, only after successful clearance of the "on-line assessment test on computer".

"On-line Assessment Test on Computer" - Question Paper Pattern:

❖ Multiple Choice Questions (MCQ)
❖ Coverage : Topics as per Syllabus, as per Weight age specified on respective topics
❖ No of questions to be answered: 30 (thirty). All questions are compulsory
❖ Time Allowed : 60 (sixty) minutes

A candidate shall have to secure at least 50% marks in such "on-line assessment test on computer", to be eligible for being granted with "exemption" from undergoing the prescribed hours of Computer training.

Chiranjib 08/05/15

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On successful completion of this web-based "on-line assessment test on computer", the same would be then considered as compliance for appearing in Examinations of the Institute. Each student shall be awarded with an "e-Certificate" recognizing the "completion/qualifying of the stated Examination", which will have a system-based reference number for reference and control. The results would be linked and updated automatically in the records of the respective student.

A student failing to secure qualifying marks within the first two attempts (free of cost to students), shall be allowed to appear in further three attempts (i.e. maximum 5 attempts within which the student shall have to qualify the on-line assessment test on computer) for which, a nominal fee of Rs.250 (Rupees Two Hundred and Fifty only) per attempt, shall have to be paid through on-line mode (by debit/credit card or net banking).

Time Period of the "on-line assessment test on computer":

(1) For students who are not availing qualification-based exemption:
This assessment test will be conducted on scheduled time period with scheduled hours, which would be term specific and would be informed/communicated from time to time. The time schedule would be as follows (specific date/s would be communicated for every month/term):

For December term of Examination	First week of September, October, November (5 days per week per month from 10 am to 8pm)
For June term of Examination	First week of March, April, May (5 days per week per month from 10 am to 8pm)

(2) For students who are applying for qualification based exemption:
This assessment test will be conducted on scheduled time period with scheduled hours, every month as follows:

During 4th Saturday and the next day (i.e. Sunday) of every month	Between 10am to 5pm

For mock-test purpose, this facility would be made available from 25th May,2015 to 31st May,2015 during 10am to 8pm. During this time period, students may take up tests, for preparation and also to get acclimatized with the e-environment. Thereafter, the facility would be made available during the specified date and time period only.

All concerned are directed to note the same and send/display with appropriate advisory for the students and stakeholders.

08/05/15

(CMA Chiranjib Das)
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e-distribution to:
1) All Regional Councils of the Institute- for information and necessary action
2) All Chapters of Institute – for information & necessary action
3) All CMA Support Centers of the Institute
4) Secretariat, for kind information and records
5) All HODs in Headquarters including Delhi Office, Hyderabad Center of Excellence - for kind information.
6) Notice Boards
7) IT Dept - requested to upload this information in the website as appropriate.
8) Members of the Council for kind information