

# Expression of Interest

**Selection of Authors for writing Study Materials**

**The Institute of Cost Accountants of India**

CMA Bhawan, 12, Sudder Street, Kolkata-700016

## **Invitation for Expression of Interest for writing Study Material for ICAI**

The Institute of Cost Accountants of India (**formerly the Institute of Cost & Works Accountants of India**) is a premier professional body of Management Accountants in the country established on 28<sup>th</sup> May, 1959 under the Cost Accountants act, 1959 enacted by the Parliament to develop and regulate the profession of Cost and Management Accountancy in India.

Over the year the Cost and Management Accountancy profession has registered a tremendous growth and has occupied a prominent role in our economy and society.

The curriculum of the Cost and Management Accountancy (**CMA**) Course is designed to impart professional knowledge. The Institute continuously refines its syllabus to strengthen the knowledge base of the **CMA students** and prospective professional members to ensure industries the best quality services from the Cost and Management Accounting professionals.

To be updated with the recent changes and to meet the International Standards set by IFAC, the Institute is **now** revising its existing curriculum “Syllabus 2012” by framing **“The Revised Syllabus 2016”**.

The Training & Educational Facilities (T&EF) Committee **of the Institute** is committed to provide quality Study Materials to the **CMA** students.

**The Institute of Cost Accountants of India invites Expression of Interest from Interested Authors to review the existing study materials and for content developments of all the papers of “Syllabus 2016” as per contents detailed in the syllabus.** Detailed Syllabus is given in **“Annexure A”**. Weightage **in terms of percentage has been mentioned** against each topic for all subjects.

**Interested authors may submit their Expression of Interest with all the necessary documents online on or before 22nd February 2016 by 18.30 hours.**

**Link-**

## ***Terms of Reference / Scope of the work:***

1. Study notes to be prepared as per contents detailed in the syllabus.
2. Maintain weightage per topic as far as possible.
3. Include Caselets / Case Studies, wherever applicable.
4. Lucid language with examples wherever necessary.
5. Should be aligned with the proposed skill sets

Level	Particulars
Foundation	Knowledge and Comprehension
Intermediate	Knowledge, Comprehension, Application and Analysis
Final	Knowledge, Comprehension, Application, Analysis, Synthesis and Evaluation

6. Include the questions and answers of the related subject for the last 10 years, as far as possible.
7. Questions and answers to be classified into objective and descriptive as far as possible.
8. Alternative answers/solutions with proper hypothesis/reasons, wherever applicable, must be suggested.
9. Copy right of the study notes will be reserved with the Institute
10. The study notes will be reviewed by a group of experts and their suggestions may be forwarded to the author for modification, if any. Based on the opinion of the experts, the Institute reserve the right to reject the study material.
11. To be submitted in soft copy (word format, times roman font, having font size 12).
12. Honorarium:

Honorarium of the Authors will be based on qualifications, credentials and relevant experience in authoring text books for professional/post graduate courses.

13. Page Limit:

Foundation	250-300 Pages
Intermediate	350-425 Pages
Final	425-500 Pages

#### 14. Time Limit

Foundation	<b>30</b> days from the date of acceptance of this assignment <b>Cut Off date for submitting</b> <ul style="list-style-type: none"><li>• Review report of existing study materials -7Days</li><li>• Chapter 1-7 days</li><li>• 70% of the Study Notes-20 days</li><li>• 100% of the study notes-30 days</li></ul>
Intermediate	<b>40</b> days from the date of acceptance of this assignment <b>Cut Off date for submitting</b> <ul style="list-style-type: none"><li>• Review report of existing study materials - 10Days</li><li>• Chapter 1-10 days</li><li>• 70% of the Study Notes-25 days</li><li>• 100% of the study notes-40 days</li></ul>
Final	<b>40</b> days from the date of acceptance of this assignment <b>Cut Off date for submitting</b> <ul style="list-style-type: none"><li>• Review report of existing study materials -10 Days</li><li>• Chapter 1-10 days</li><li>• 70% of the Study Notes-25 days</li><li>• 100% of the study notes-40 days</li></ul>

### ***Eligibility Criteria***

Persons having high academic eminence.

For any further query, please send us mail  
[studies.syllabus2016@icmai.in](mailto:studies.syllabus2016@icmai.in)