Frequently Asked Questions (FAQs) on CMA new Skills Training Program 2024

Sl. No.	Questions	Answers			
1.	From when are all kinds of previous/old computer training exempted ?	Prior to 11th August, 2020; all kinds of previous/old computer training is exempted.			
2.	Which students have received their SAP Login Credentials (P-User ID) ?	All of the students who have registered themselves for the June 21 examination term (beginning on August 11, 2020), have received their SAP Login Credentials (P-User ID).			
3.	The new Skills Training Program 2024 is applicable for which level of students?	The New Skills Training Program 2024 is applicable for Intermediate & Final Level Students who have paid the full course fees.			
4.	The new Skills Training Program is applicable to which term students?	The new Skills Training Program is applicable to the oral and postal students of December 2024 term students and onwards.			
5.	Where are the circulars/ notifications available regarding the new Skills Training Program 2024 in the Institute website?	The required links are as follows: ✓ January 14, 2025 - https://icmai.in/upload/Students/Circulars/Clarification_Modalities_1301_2025.pdf ✓ December 27, 2024 - https://icmai.in/upload/Students/Circulars/Intermediate_students_Transition_2712_2024.pdf ✓ October 08, 2024 - https://icmai.in/upload/Students/Circulars/Circular_STP_Dec_2024.pdf ✓ June 24, 2024 – https://icmai.in/upload/Students/Notification_NSTP_2406_24.pdf			
6.	What are the modules and curriculum for Intermediate Students for new Skills Training Program 2024?	Skills Training Modules	Hours	Mode	The required link for the Curriculum
		Tally ERP/Zoho/ERP Next/ERP etc.	40 hrs.	Online	
		Communication & Soft Skills	20 hrs.	Online	https://icmai.in/studentswebsite/Skill_Training_Intermediate_Course.php
		MS-Office Alternatively, Goog1e Docs, Sheets, Slides / Open Office may be taught. For Final	40 hrs.	Hybrid	https://icmai.in/studentswebsite/Skill_Training_Intermediate_Course.php
		E-Filing	20 hrs.	Hybrid	https://icmai.in/studentswebsite/Skill_Training_Intermediate_Course.php

| | | Intermediate Skills Training Requirement | 120 hrs. | | | |

No.	Question	Skills Training Modules	Hours	Mode	Delivery channel	Remarks
7.	What is the delivery channel for Intermediate Students for the new Skills Training Program 2024?	Tally ERP/Zoho/ERP Next/ERP etc.	40 hrs.	Online	DoS	For oral and postal students (Dec 2023, June 2024 and Dec 2024 term and onwards)
		Communication & Soft Skills	20 hrs.	Online	DoS through IIT Madras (NPTEL)	For oral and postal students (Dec 2023, June 2024 and Dec 2024 term and onwards)
		MS-Office	40 hrs.	Hybrid	Regions/ chapters/ CMASCs (for oral students of Dec2024 term and onwards)	For postal students- DoS (Dec 2023, June 2024 and Dec 2024 term and onwards)
		E-Filing	20 hrs.	Hybrid	Regions/ chapters/ CMASCs (for oral students of Dec2024 term and onwards)	For postal students – DoS (Dec 2023, June 2024 and Dec 2024 term and onwards)
		Intermediate Skills Training Requirement	120 hrs.			

No.	Question	Skills Training Modules	Hours	Mode	The required link for the Curriculum
8.	What is the module and curriculum for Final Students for new Skills Training Program 2024?	SAP/ORACLE/MS DYNAMICS/ ANY ERP	50-60 Hrs.	Online / Hybrid	SAP Finance Power User Course 60 Hours

		BUSINESS ANALYTICS/DATA ANALYTICS	20-30 hrs.	Online	https://icmai.in/students website/Skill_Training_Final_Course.php
		IOTP	10 days	Physical	https://icmai.in/students website/Skill_Training_Final_Course.php
		Final Skills Training Requirement	80 hrs + 10 days		
9.	What is the last date to complete all Skills Training activities including successful completion of assignments for the students appearing for the Intermediate & Final examinations in December 2024 term ?	February 28, 2025.			
10.	How will the online 'Communication & Soft Skills' Program for Intermediate level for new Skills Training Program 2024 be conducted?	It is conducted by DOS through IIT Madras (NPTEL) for the oral and postal students of December 2023 term, June 2024 term and December 2024 term and onwards.			
11.	Will the students who have already completed the Skills Training Program under the previous scheme required to do the new Skills Training Program 2024?	No			
12.	Which students will be transitioned to new Skills Training Program 2024?	The remaining Intermediate students (for the December 2023 and June 2024 exam terms) will be transitioned to the new 'Skills Training Program 2024."			
13.	What needs to be done by the Intermediate students who have already received login credentials?	Intermediate students who have already received SAP Login Credentials/User ID must complete the recorded sessions and undertake the respective assessment tests.			
14.	Do the Intermediate Students who have already completed their training under the Old Skills Training Program (SAP and others) need to undergo further	Intermediate students who have already completed their training under the Old Skills Training Program (SAP and others) are exempted from further training under the new Skills Training Program 2024.			

	training under the new Skills Training Program 2024?	
15.	How will the Oral Students (Old Batch) of the December 2023 and June 2024 terms be undergoing Skills Training who have not yet received the Skills Training Login/Communication from the DoS earlier?	Oral Students (Dec 2023 & June 2024 term) who have not yet received Skills Training Login/Communication from the DoS earlier, shall be directly trained by the DoS through online mode.
16.	Will Postal Students who have already completed MS-Office & E-Filing Training from Regions/Chapters/CMASCs need to participate in the online training program provided by the DoS?	Postal Student who has already completed MS-Office & E-Filing Training from Regions/Chapters/CMASCs, does not require to participate in this Training Programme again in the online mode provided by the DoS.
17.	Are Login Credentials required for Communication & Soft Skills?	Yes, Login Credentials have been already provided by the NPTEL for the December 2024 term students. Login Credentials for Communication & Soft Skills Training provided by IIT Madras (NPTEL) for the remaining students of Dec 2023 and June 2024 will be shared shortly. The students will be communicated soon.
18.	Are Login Credentials required for doing the MS-Office and E-filing classes for the Intermediate Students?	No Login Credentials are not required for the same. The students are required to join the MS-Office and E-filing classes through the MS-Teams link that have been shared to their registered mail ID.
19.	Who is conducting the Business Analytics/Data Analytics Couse for the Final Students under the new Skills Training Program 2024? Are Login Credentials required for the same?	NPTEL is conducting the Business Analytics/Data Analytics Couse for the Final Students under the new Skills Training Program 2024. Yes, Login Credentials will be provided by NPTEL.
20.	Which mail ID can be used for Skills Training related queries?	✓ training@icmai.in ✓ studies.officer1@icmai.in ✓ studies.officer5@icmai.in

21.	What is the contact number for Skills Training related queries?	For Skills Training related queries, please contact 033-40364747/40364738.
22.	Where can you find more information about the new Skills Training Program 2024?	For more information about new Skills Training Program, please visit the following webpage – https://icmai.in/studentswebsite/Skill_Training.php
23.	What is the mail id for NPTEL related queries?	support-icmai@nptel.iitm.ac.in
24.	What is link for NPTEL portal?	https://code.iitm.ac.in/ICMAI-NPTEL/about.php