

User Manual for ICSA UK Registration

1. In order to Register for professional programme type <https://smash.icsi.in/scripts/login.aspx> in any recommended browser (IE 9, Mozilla 38.0 & above, Chrome 39.0).
2. Now, click on student & then on ICSA UK Registration” as per below screen.
3. Click on check box and “Proceed to Registration”

ICSIA - Instructions

Secure | <https://smash.icsi.in/Scripts/Registration/Instructions.aspx?ID=R2>

Apps Imported From IE Ticket management

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HOME **STUDENT** COMPLAINT+ COUNSELLOR REGISTRATION+ PRINT RECEIPT ECART+ MY ICSI VIRTUAL PLATFORM

STUDENT REGISTRATION

ICSA UK REGISTRATION

Attention:-

Before proceeding to registration form please make sure that you are ready with the softcopy of the documents mentioned on this page

- Photograph of the candidate
- Signature of the candidate
- DOB Certificate (10th pass certificate)
- Roll number (if appearing)
- Qualifying certificates /Consolidated Pass Mark sheet i.e (12th pass certificate for foundation, degree certificate for executive)
- Category certificate (Other than general)
- Identity proof(Adhar card/passport/voter ID /pan card/driving license/ration card)

Guidelines should be followed.

All the files should be present in one of the following formats(jpg, jpeg, png, gif, bmp,pdf).

The maximum allowed file size is 2 MBs.

File size of student photo should be between 20kb to 50kb.

File Size of student signature should be between 10kb to 20kb.

Proceed To Registration

<https://smash.icsi.in/Scripts/Registration/Instructions.aspx?ID=R2>

4. Select “New Registration” for first time user. In case, you have already filled this application however payment is pending, then select “Incomplete Registration”.
5. Fill Basic details

Secure | https://smash.icsai.in/Scripts/Registration/Registration_ICSAUK.aspx

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 Sampark - Missed call number: 882440116

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1. Basic Details | 2. Education Details | 3. Source Of Information | 4. Document Details | 5. Preview | 6. Payment

New Registration Incomplete Registration

Basic Information * Mandatory Fields

Qualification: Member of ICSA-UK

Achar Card Number:

Title Mr./Ms./Mrs/Mx: Select Title

First Name:

Middle Name:

Last Name:

Gender: Select Gender

Category: Select Category

6. Unique Id Generation; please note it and use in case of unsuccessful payment to pay again.
7. Fill Qualification Detail, Fee Detail & Source of Information

https://smash.icsai.in/Scripts/Registration/Regist... | ICSA - Registration Qualifica... | queryresult

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 011-06201696

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Qualifications

SNO.	NAME OF SCHOOL / COLLEGE / UNIVERSITY	EXAM PASSED	UNIVERSITY / BOARD	MAIN SUBJECTS	EXAM PASSED YEAR	
1	ICSA - UK	ICSA-ICSA-UK	ICSA	SECRETARIAL	2011	Update

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 Website best viewed in IE9, Mozilla 39.0 and above. Chrome 39.0, Safari 5.0.1

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HOME STUDENT COMPLAINT REGISTRATION OF COMPANY COUNSELLOR REGISTRATION PRINT RECEIPT

1. Basic Details 2. Education Details 3. Source Of Information 4. Document Details 5. Preview 6. Payment

Source Of Information

How did you come to know about Company Secretaries Course: Through Coaching Institutes

Payment Amount: 12500

Fee Details

REGISTRATION FEE-EKEXECUTIVE	2000.00
EXEMPTION FEE-FOUNDATION	4000.00
EDUCATION FEE-EKEXECUTIVE	6500.00
SUBSCRIPTION TO CHARTERED SECRETARY	500.00

Uncheck if Not Required (Rs. 500.00 will be reduced)

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8. Upload Mandatory Documents

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1. Basic Details 2. Education Details 3. Source Of Information 4. Document Details 5. Preview 6. Payment

Photo & Signature

Photo: No file chosen

Signature: No file chosen

Document Upload

Qualification/Certificate Name: Select Document Semester/Year: -Select- File Path: No file chosen

S. NO	DOCUMENT TYPE	SEMESTER/YEAR	UPLOAD DATE	DOWNLOAD	DELETE
1	ID Proof	2010	19/02/16 03:20:33 PM	<input type="button" value="Download"/>	<input type="button" value="Delete"/>
2	DOB Certificate / 10th Certificate	2009	19/02/16 03:23:20 PM	<input type="button" value="Download"/>	<input type="button" value="Delete"/>
3	Category Certificate	2011	19/02/16 03:22:34 PM	<input type="button" value="Download"/>	<input type="button" value="Delete"/>

I hereby declare that the particulars furnished above are true to the best of my knowledge and belief and if at any time it has come to the notice of the Institute that the said particulars were untrue, I agree to my registration being cancelled without any obligation on the part of the Institute to refund any fee paid by me to the Institute without prejudice to the right of the Institute to take any further action as deemed fit and appropriate.

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* Please upload jpg, png image file only.
* Please upload pdf, doc, docx document only.
* The size of the file to be uploaded should be less than 2 MB.

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9. Preview Application Click on “Confirm Application” button after previewing

10. Payment Mode Selection



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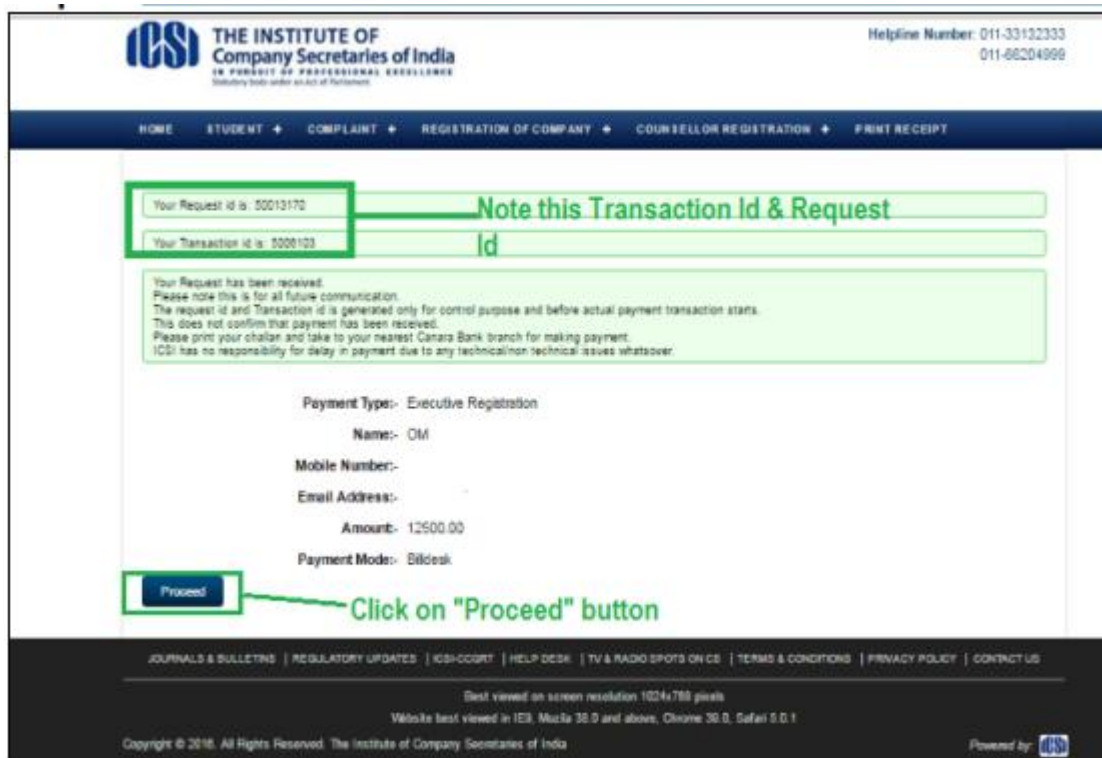
Choose Payment Mode/Gateway

Payment Mode/Gateway*

Please select
Please select
Challan
Biledesk
Axis Bank

* Bill Desk provides option to pay using Credit Card, Debit Card, Debit Card + ATM PIN, Internet Banking, Wallet/Cash Cards.
* Axis Bank provides option to pay using Debit/Credit Card only.
* Challan can be submitted to any Branch of Canara Bank.

11. Transaction Id would get generated. Note transaction Id for future reference.



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Your Request id is: 00013170
Your Transaction id is: 000103

Note this Transaction Id & Request Id

Your Request has been received.
Please note this is for all future communication.
The request id and Transaction id is generated only for control purpose and before actual payment transaction starts.
This does not confirm that payment has been received.
Please print your challan and take to your nearest Canara Bank branch for making payment.
ICSI has no responsibility for delay in payment due to any technical/non technical issues whatsoever.

Payment Type:- Executive Registration
Name:- OM
Mobile Number:-
Email Address:-
Amount:- 12500.00
Payment Mode:- Biledesk

Proceed

Click on "Proceed" button

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On Successful Payment, You will be registered in Professional Programme and same will be intimated through email/sms on registered email id/mobile number. Thereafter your documents would be verified by the Institute. After verification, your application shall be approved by the Institute in case you fulfil the eligibility criteria.