User Manual

For Student

Applying for Qualification Based Subject Exemption

Process 1: Applying for Subject Based Exemption

1. Student will visit link <u>https://smash.icsi.edu/Scripts/login.aspx</u> . Enter valid user id and password. Enter captcha as shownon screen as per screen 1. Click on Submit Button.



Screen 1

2. After login student will click on module, then will click on Subject Exemption and click on link "Apply for Qualification Based Exemption Request".

| ← → C ① 223. | 30.223.235/ICSIQ | A/scripts/Student/Welco | me.asp | | | ☆ |] : |
|--------------------------|--------------------|--|----------------|---|--|--------|-----|
| | (CS) | THE INSTITUT Company Secret In PURSUIT OF PROFES Statutory body under an Act of Par | E OF taries | | Welcome: 240500980/10/2016 • Home • | Logout | |
| | номе | MODULE - PROFI | LE + | LOGOUT | | | |
| | | STUDENT SERVICES | + | | | | |
| | Welco | SHORT TERM TRAINING | + | | | | |
| | | LONG TERM TRAINING | + | | | | |
| | | TRAINING EXEMPTION | + | | | | |
| | | ENROLLMENT | + | | | | |
| | | COACHING MODULE | + | | | | |
| | | COMPLAINT MANAGEMENT | + | | | | |
| | | ETRAINING | + | | | | |
| | | APPROPRIATION | + | | | | |
| | | SUBJECT EXEMPTION | | APPLY FOR QUALIFICATION BASED EXEMPTION REQUEST | | | |
| | | STUDENT REGISTRATION | | QUALIFICATION BASED | | | |
| | | STUDY DISPATCH | | EXEMPTION REQUESTS | | | |
| | à | SWITCH OVER | + | QUALIFICATION BASED EXEMPTION CANCELLATION REQUESTS | | | |
| | JOURN | ALS & BULLETINS REGUL/ | TORY U | PDATES ICSI-CCGRT HELP DESK | TV& RADIO SPOTS ON CS TERMS & CONDITIONS PRIVACY POLICY CONTACT US | | |
| | | | | Best viewed on scre | en resolution 1024x768 pixels | | |
| 23.30.223.235/ICSIQA/scn | pts/Student/Welcom | ie.aspx# | | Website best viewed in IE9 Mozil: | a 38.0 and above. Chrome 39.0. Safari 5.0.1 | | |



3. On the page opened, as per eligibility student will view only those subjects on which he/she is entitled to apply for exemption as per course and syllabus. Refer screen 3.

| HOME MO | DULE + PROFII | E + LOGOUT | | | | | |
|---------------|---------------------|------------------|---------|--------------------------------------|----------------|------------------------|----------------|
| Apply for Qua | alification Based B | exemption Reques | t | | | | |
| - Search Crit | teria | | | | | | |
| Course | All | | ۲ | Syllabus | All | | |
| Qualification | TypeAll | | • | Group | All | | |
| Subject | All | | ۲ | Qualification Ba | asedAll | | ۲ |
| Subject Code | e | | | | | Search | Clear |
| Search Re | esult | | | | То | tal Records: 1 F | Page Size 20 🔻 |
| SELECT | COURSE 🔻 | SYLLABUS 🔻 | GROUP 🔻 | SUBJECT 🔻 | SUBJECT CODE 🔻 | QUALIFICATION BASED | |
| | Executive | 2012 | 1 | COST AND MANAGEMENT ACCOUNTING | 322 | Yes | ICAICost |

Screen 3

4. Now click checkbox against particular subject and click on apply button. Refer to screen 4.

| Apply for Qualifi | ication Based Ex | emption Reques | t | | | | |
|-------------------|------------------|----------------|---------|--------------------------------------|----------------|--------------------------|-------------------------|
| Search Criteria | a | | | | | | |
| Course | All | | ٣ | Syllabus | All | | ۲ |
| Qualification Typ | eAll | | • | Group | All | | ۲ |
| Subject | All | | ٣ | Qualification Ba | sedAll | | ۲ |
| Subject Code | | | | | | Search | Clear |
| Search Resul | It | | | | Tot | al Records: 1 F | age Size 20 🔻 |
| SELECT | COURSE 7 | SYLLABUS 🔻 | GROUP 🔻 | SUBJECT 🔻 | SUBJECT CODE 🔻 | QUALIFICATION BASED V | QUALIFICATION TYPE V |
| | Executive | 2012 | 1 | COST AND MANAGEMENT ACCOUNTING | 322 | Yes | ICAICost |

Screen 4

5. On click of apply, student will be asked to upload Mark sheet and Certificate for qualification against which student is request for exemption. Student will have read instructions and click on Proceed button as shown in screen 5.

| 3.30.223.235/ICSIQA/Scripts/Exemptior | /Subject/Subject_ExemptionRequest.aspx | |
|---|---|--------------------|
| Apply for Qualification Base | ed Exemption | |
| | | * Mandatory Fields |
| Exemption Qualification Type | ICAICost | |
| Fee Amount | 9000.00 | |
| Upload Document | | |
| Document Type * | Upload Document * | |
| Select -Select Marksbeat | | UPLOAD |
| Certificate | | |
| * Please upload .pdf, .jpg, .png, .doc and .do * The size of file to be uploaded should be | xx files only. ess than 2 MB. | |
| * File name should be 3-100 chars long and | consists of only alphanumeric chars and "//" and "/" | |
| * Kindly upload either original or attested o | opy of Decements, otherwise your request for exemption will be cancelled. | |
| * All mark sheets should be uploaded in a s | ingle PDF file. | |

Screen 5

6. If student wish to remove and upload documents before proceed button is clicked, then click on remove link against particular document and upload it again by selecting relevant document again and click on upload button. Then click on Proceed button to make payment.

| | | .00 | 9000.0 | Amount |
|-------------|---|--|-------------------------------------|-----------------|
| | | 0.00 | 9000.0 | Amount |
| | | | | / unount |
| | | | ocument | Upload De |
| | | Upload Document * | nt Type * | Documen |
| UPLOAD | | Choose File No file chosen | [▼ | Select |
| | | | | |
| ove Status | Download Remove | Document Name | Document Type | S.No. |
| ove Pending | Download Remove | Desert.jpg | Certificate | 1 |
| ove Pending | Download Remove | Chrysanthemum.jpg | Marksheet | 2 |
| 0 | Download Remo Download Remo Download Remo | Document Name Desert.jpg Chrysanthemum.jpg | Document Type Certificate Marksheet | S.No. 1 2 |

7. After click on proceed button, student will select relevant option from dropdown like Bill desk , Challan and Axis Bank. Refer Screen 7 & 8.

| Payment Mode/Gateway∗ | Please select | • |
|--|------------------------|---|
| | Please select | |
| | Challan | |
| | Billdesk | |
| | Axis Bank | |
| xis Bank provides option to pay using D | ebit/Credit Card only. | |
| Challan can be submitted to any Branch (| of Canara Bank. | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |



| Payment Mode/Gateway* | Billdesk |
|---|--|
| | Next |
| Bill Desk provides option to pay using Cr | edit Card, Debit Card, Debit Card + ATM PIN , Internet Banking, Wallet/Cash Cards. |
| Axis Bank provides option to pay using D | ebit/Credit Card only. |
| Challan can be submitted to any Branch | of Canara Bank. |
| | |
| | |
| | |
| | |
| | |

Screen 8

- 8. After selecting payment gateway, student will view transaction id and request if which he/she should note for future purpose. Now click on proceed button. Refer screen 9.
- 9. On successful payment, student will be able to view receipt and also take print out of same by clicking on print button as given on screen. Refer screen 10.

| Your Transaction id is: 5001509 | |
|--|--|
| Your Request has been received. Please note this is for all future communication. The request id and Transaction id is generated or This does not confirm that payment has been rece Please print your challan and take to your neares ICSI has no responsibility for delay in payment du | nly for control purpose and before actual payment transaction starts. eived. I Canara Bank branch for making payment. le to any technical/non technical issues whatsover. |
| Payment Type:- | Subject Exemption |
| Name:- | Anjali Sharan |
| Mobile Number:- | 916655446677 |
| Email Address:- | anjali@sifycorp.com |
| Amount:- | 10980.00 |
| Payment Mode:- | Billdesk |
| | |

Screen 9

| our Request id | is: 995000074 | 3 | | | | | | | |
|-----------------|----------------|---|--------------------------------|----------------|---------------|----------|--------------|------------|--|
| our Transaction | id is: 5001500 | 9 | | | | | | | |
| our Payment of | f 10980.00 ha | is been p | rocessed succ | essfully. | | | | | |
| | | avment | Tuner Sub | iest Everantia | | | | | |
| | | ayment | lingper- Sub | | | | | | |
| | | | Name:- Anja | ui Sharan | | | | | |
| | M | obile Nu | imber:- 916 | 655446677 | | | | | |
| | E | mail Ad | dress:- anja | li@sifycorp.co | m | | | | |
| | 5.100 | Description | on | | | | _ | Amount | |
| | 1 | EXEMP | TION FEE EXE | CUTIVE | | | | 9000.00 | |
| | 2 | Value A | dded Tax | | | | | 900.00 | |
| | 3 | Service | Tax | | | | | 1080.00 | |
| | | | | | | | | | |
| | Ba | Basic ST S.B.Cess @ K.K.Cess @ Total Tax Total Rounding 0.50% 0.50% Amount Amount Off | | | | | | | |
| | | 0.00 | | | | | | | |
| | Acc Amo | epted Fee | es 10980.00 ords: Ten Thous | sand Nine Hund | red and Eight | y Only | | | |
| | | | | FOR THE INST | TITUTE OF CO | OMPANY S | ECRETARIE | S OF INDIA | |
| | | | | | | Author | ised Signato | ry . | |
| | | rint | | | | | | | |
| | | | | | | | | | |

Screen 10

10. On success of payment if student again try to apply for same subject exemption then system will flash an alert that "Exemption is already requested for this subject" as shown in screen 11.

| Welcome to The Institute of Company Secretaries of India | Google Chrome | | | . O <mark>X</mark> |
|---|---|----|-------------------|--------------------|
| ① 223.30.223.235/ICSIQA/Scripts/Exemption/Subject | /Subject_ExemptionRequest.aspx | | | |
| Apply for Qualification Based Exe | 223.30.223.235 says: | × | | A |
| | Exemption is already requested for this subject. | | * Mandatory Field | s |
| Exemption Qualification Type | | ОК | | |
| Fee Amount | | | | |
| Upload Document | | | | |
| Document Type * | Upload Document * Choose File No file chosen | | | |
| | | | | |
| * Please upload .pdf, .jpg, .png, .doc and .docx files or | ly. | | | |
| * The size of file to be uploaded should be less than 2 | MB. | | | |
| * Student should have at least 50% aggregate marks | i only apprandments chars and .,- and in LLB to avail LLB based exemption. | | | |
| * Kindly upload either original or attested copy of Doc | uments , otherwise your request for exemption will be cancelled. | | | |
| * All mark sheets should be uploaded in a single PDF f | ile. | | | |
| | | | | |
| Proceed | | | | |

Screen 11

11. In order to view your exemption request after applying and successful payment, click on Module from menu bar, then click on Subject Exemption and click on link "Qualification Based Exemption Requests" as shown in screen 12.

| W | Company Secret IN PURSUIT OF PROFESS Statutory body under an Act of Parli | aria | | | | | | |
|---------|---|------|--|------------------------|-----|--------------|------------------------|----------------|
| номе | MODULE - PROFILI | e + | LOGOUT | | | | | |
| Apply f | STUDENT SERVICES | | tion Request | | | | | |
| - Sear | SHORT TERM TRAINING | | | | | | | |
| Cours | LONG TERM TRAINING | | | Syllabus | | -All- | | • |
| Qualit | TRAINING EXEMPTION | | | Group | | All | | |
| Subie | ENROLLMENT | | | Qualification Bas | ed | | | |
| cubje | COACHING MODULE | | | daamen bao | | 7.00 | | |
| Subje | COMPLAINT MANAGEMENT | | | | | | Search | Clear |
| | ETRAINING | | | | | | | |
| Sea | APPROPRIATION | | | | | | | |
| X | SUBJECT EXEMPTION | | APPLY FOR QUALIFICATION BASED EXEMPTION REQUEST | | | Tot | tal Records: 1 | Page Size 20 🔻 |
| SELECT | STUDENT REGISTRATION | | OUAL IFICATION BASED | SUBJECT 🔻 | su | BJECT CODE 🔻 | QUALIFICATION BASED | |
| | STUDY DISPATCH | | EXEMPTION REQUESTS | COST AND MANAGEMENT | 322 | | Yes | ICAICost |
| | SWITCH OVER | + | QUALIFICATION BASED EXEMPTION CANCELLATION | ACCOUNTING | | | | |
| Apply | | | REQUESTS | | | | | |

Screen 12

12. On link opened, user will be able to view all request which he/she has made for qualification based exemption. Student can edit those applications on which admin as not taken action or admin has done "Call for" on those applications. Refer to screen 13.

| Qualification Based Exemption Request Search Criteria Course All Group All Qualification Type All Qualification Based All Qualification Based All Approved Date Image: To Payment Status All | HOME MODULE | + PROFILE + | LOGOUT | | | | | | | | |
|--|---------------------|-------------------|-----------|-----------|--------------|---------------|-----|-------------|----------|-------------|---|
| Search Criteria Course All Group All Qualification Type All Qualification Based All Qualification Based All Approved Date Image: Toiling to the status Payment Status All | Qualification Based | d Exemption Reque | est | | | | | | | | |
| Course -All- Sylabus -All- Group All- Subject All- Qualification Type All- Subject Code | Search Criteria | | | | | | | | | | |
| Group All Subject All Qualification Type All Subject Code Qualification Based All Request Date Approved Date Image: Toil Code Payment Status All | Course | All | | | Syllab | ous | All | | | ۲ | |
| Qualification Type All Subject Code Qualification Based All Request Date Approved Date Image: To Status Payment Status All | Group | All | | • | Subje | ect | All | | | • | |
| Qualification Based All Request Date To To Approved Date To Status All Payment Status All | Qualification Type | All | | | Subje | ect Code | | | | | |
| Approved Date To StatusAll | Qualification Based | All | | | Regu | est Date | | 8 | то | 8 | |
| Payment StatusAll | Approved Date | | ОТО | 8 | Statu | s | All | | | , | |
| Payment StatusAll | | | | | | | | | | | |
| Search Clear | Payment Status | All | | • | | | | | Search | Clear | |
| | | | | | | | | | | | |
| | Search Result | | | | | | | Total Recor | ds: 1 | Page Size 2 | 0 |
| Search Result Total Records: 1 Page Size 20 | SELECT COURSE | SYLLABUS GROUP | | SUBJECT Q | UALIFICATION | QUALIFICATION | | REQUEST | APPROVED | APPLICATIO | |
| Search Result Total Records: 1 Page Size 20 Select COURSE SYLLABUS GROUP SUBJECT VALIFICATION QUALIFICATION FILIPEES REQUEST APPROVED APPLICATION | | · • | JUDGECT V | CODE V B | ASED 🔻 | ТҮРЕ 🔻 | V | DATE 🔻 | DATE 🔻 | STATUS 🔻 | V |



13. In case admin has done call for on a particular application, student will select against that particular checkbox and click on "Edit" button.

| Group | | All | | | | Subi | ect | All | | | • | |
|-----------|-------------|------|--------------|--------------------------------|-----|------------------------|-----------|------------------|-------------------|-------------------|--------------|----------|
| Qualifica | ation Type | All | | | | Subje | ect Code | | | | | |
| Qualifica | ation Based | All | | | • | Requ | lest Date | | 6 | То | 8 | |
| Approve | ed Date | | 😮 Te | 0 | 8 | Statu | IS | All | | | | |
| Paymen | it Status | All | | | | | | | | | | |
| | | | | | | | | | | Search | hClear | |
| Searc | h Result - | | | | | | | | | | | |
| × | | | | | | | | | Total Reco | rds: 1 | Page Size 20 | |
| SELECT | | | GROUP SU | вјест 🔻 | | QUALIFICATION BASED | | FEE IN RUPEES | REQUEST DATE V | APPROVE DATE 🔻 | | I P S |
| Ø | Executive | 2012 | 1 MAI ACC | ST AND NAGEMENT COUNTING | 322 | Yes | ICAICost | 9000.00 | 14/10/2016 | | Call For | S |
| | | _ | | | | | | | | | | |

Screen 14

14. Student will be able to view those documents which are disapproved and student need to upload disapproved documents again. Select document from document type which is disapproved by admin and upload it again. Refer to screen 15. After uploading documents student will have to enter remarks and click on Re-Submit button.

| | | | | | | | * Mandato |
|---|--|---|--|--------------|---------------|-------------|-------------------------------------|
| ation Quelifi | ication Type | ICAICos | st | | | | |
| | | 1011003 | | | | | |
| mount | | 9000.00 | 1 | | | | |
| pload Do | cument | | | | | | |
| Document * | Type * | | Upload Document * | | | | |
| Markshe | et | • | Choose File No file chosen | | | | UPLOAD |
| S.No. | Document Type | 2 | Document Name | Do | wnload | Remove | Status |
| 1 | Certificate | | Desert.jpg | Do | wnload | Remove | Approved |
| 1 | Marksheet | | Chrysanthemum.jpg | | Down | iload | Disapproved |
| n ommunica No. | Marksheet | R | Chrysanthemum.jpg emarks | | Down | ite | Disapproved Remarks By |
| ommunica No. 1 please | Marksheet ation History | R | Chrysanthemum.jpg emarks | | Down Da 14/10 | te (2016 EX | Disapproved Remarks By CADMIN |
| no. No. 1 please ks * | Marksheet ation History | R | Chrysanthemum.jpg emarks | | Down | te | Disapproved Remarks By ADMIN |
| 1 ommunic: No. 1 please ks * e uploed .pdl ize of file to ame should 0 | Marksheet ation History re send again f, jpg, png, doc and docx fil be uploaded should be less th be 3-100 chars long and cons | R es only. Ian 2 MB. ists of only a | Chrysanthemum.jpg emarks | | Down | te [2016 EX | Disapproved Remarks By ADMIN |
| 1 Ommunic: No. 1 please ks * e upload .pdf ize of file to ame should h ent should het | Marksheet ation History re send again f, jpg, png, doc and docx fil be uploaded should be less th be 3-100 chars long and cons ave at least 50% aggregate m. | R es only. nan 2 M8. ists of only a arks in LLB to | Chrysanthemum.jpg emarks uphanumeric chars and 10,24 and 12,2 o avail LLB based exemption. | | Down | te EX | Disapproved Remarks By |
| 1 please ks * e upload .pdl ize of file to ame should 1 m t should h r t should h | Marksheet ation History re send again f, jpg, png, doc and docx fil be uploaded should be less th be 3-100 chars long and cons we at least 50% aggregate m re original or attested copy of nould be uploaded in a single | es only. In 2 M8. Ints of only a ricks in LLB to Documents , PDF file. | Chrysanthemum.jpg emarks dphanumeric chars and 10,27 and 12,2 o avail LLB based exemption. , otherwise your request for exemption will | De cancelled | Down Da | te [2016 EX | Disapproved Remarks By ADMIN |



15. On Click of Resubmit button, status of application will be changed to Resubmitted and ICSI admin will be able to view those application for further processing. Refer to screen 16.

| | MODULL | T PROFIL | | 100001 | | | | | | | | |
|-------------------|--------------------------|---------------|---------|--------------------------------------|-----|--------|----------|--------------------|-------------------|--------------------|-----------------------|----------------|
| ualifica Searc | tion Based h Criteria | I Exemption I | Request | | | | | | | | | |
| Course | • | All | | | • | Syllal | bus | All | | | • | |
| Group | | All | | | • | Subje | ect | All | | | | |
| Qualifi | cation Type | All | | | | Subje | ect Code | | | | | |
| Qualifi | cation Baser | dAll | | | | Requ | est Date | | 0 | То | 8 | |
| Approv | ved Date | | 6 | Э То | 8 | Statu | 5 | All | | | | |
| Payme | nt Status | All | | | • | | | | | _ | | |
| | | | | | | | | | | Search | Clear | |
| - Sear | ch Result | | | | | | | | | | | |
| x | | | | | | | | | Total Recor | da: 1 Pag | ge Size 20 | • |
| SELECT | | SYLLABUS ▼ | GROUP | SUBJECT 🔻 | | | | FEE IN RUPEE \$ | REQUEST DATE V | APPROVED DATE 🔻 | APPLICATION STATUS | PAYME STATU |
| | Executive | 2012 | 1 | COST AND MANAGEMENT ACCOUNTING | 322 | Yes | ICAICost | 9000.00 | 14/10/2016 | | Re Submitted | Succes |
| | | | | | | | | | | | | |
| | Cancel Exem | iption | | | | | | | | | | |
| Edit | | | | | | | | | | | | |



16. On approval by admin, exemption will granted to student and status of application will be approved as shown in screen 17.

| C | h Oritoria | a Exemption | request | | | | | | | | | |
|---------|--------------|-------------|---------|------------------------|-----|--------|----------|-------------------|-------------------|------------------|-----------|-----|
| Searc | n Critena | | | | | | | | | | | |
| Course | • | All | | | | Syllab | us | All | | | • | |
| Group | | All | | | • | Subje | ot | All | | | • | |
| Qualifi | cation Type | All | | | • | Subje | ct Code | | | | | |
| Qualifi | cation Based | All | | | - | Reque | est Date | | 8 | То | 8 | |
| Approv | ved Date | | • | Э То | 8 | Status | | All | | | • | |
| Payme | nt Status | All | | | • | | | | | Search | Clear | |
| Sear | ch Result | | | | | | | | Total Recor | de: 1 Pag | e Size 20 | • |
| SELECT | COURSE | SYLLABUS | GROUP | SUBJECT 🔻 | | | | FEE IN RUPEE S | REQUEST DATE V | APPROVED DATE | | |
| | Engenthus | 2012 | 1 | COST AND MANAGEMENT | 322 | Yes | ICAICost | 9000.00 | 14/10/2016 | 14/10/2016 | Approved | Suc |



Process 2: Exemption Cancellation Request by Student

17. If student wishes to do cancellation of granted exemption, click on check box against that particular subject and click on "Cancel Exemption" button. Refer screen 18.

| | THOME I | LOGOUT | | | | | | | |
|---------------------|-----------------|---------------------|--|------------------|------------|-----------|------|-------------|------|
| alification Based E | xemption Reques | it | | | | | | | |
| Search Criteria | | | | | | | | | |
| Course | All | | | Svilabus | All | | | | |
| | Welcome | to The Institute of | Company Sec | etaries of India | Google | | × | | |
| Group | @ 222.20 | | /Cerimte /Evon | antion /Cubics | t/Cubiect | Evenant | A | | |
| Qualification Type | 0 225.50. | 225.255/1C5IQA | /Scripts/Exen | npuon/subjec | l/subject_ | _cxempt_v | | | |
| | 223 | 30 223 235 sa | VS* | | | | × | | |
| Qualification Based | | | , | | | | | 0 | |
| Approved Date | Cano | ellation request h | as been submit | ted. | | | | | |
| | | | | | _ | | | | |
| Payment Status | | | | | | ОК | | Clear | |
| | | | | | L | | | | |
| | | | | | | | _ | | |
| Search Result - | | | | | | | | - | |
| | | | | | | | | Size 20 | |
| Xi | | | | | | | | APPLICATION | PAYM |
| ELECT COURSE S | | | ACTES AND ADDRESS OF ADDRESS A | | | LINE L | DATE | STATUS V | T |
| ELECT COURSE | | CORTAND | | | | | | | |

Screen 18

On successful submission of cancellation request user will receive message as "Cancellation request has been submitted." Also status of such application will be changed to "Under Cancellation. Refer Screen 19.

| OME | MODUL | е + Р | ROFILE + | LOGOUT | | | | | | | | |
|-----------|------------|----------|------------|------------------------|-----|-----|--------------|---------|------------|------------|-------------|---------|
| Qualifica | tion Bas | ed Exemp | tion Reque | st | | | | | | | | |
| Searc | h Criteria | · | | | | | | | | | | |
| Course | - | | All | | | • | Syllabus | - | All | | - | |
| Group | | | All | | | • | Subject | - | All | | • | |
| Qualifi | cation Typ | e | All | | | • | Subject Code | | | | | |
| Qualifi | cation Ba | sed | All | | | • | Request Date | | | 🙂 То | 8 | |
| Approv | ved Date | | | 😋 То | | • | Status | | All | | • | |
| Payme | ent Status | | All | | | • | | | | Sear | ch Clear | |
| | | | | | | | | | | | | |
| Sear | ch Resul | t | | | | | | | | | | |
| X | | | | | | | | | Total F | Records: 1 | Page Size 🛛 | 20 • |
| ЕСТ 😌 | URSE | SYLLABUS | | SUBJECT 🔻 | | | | | | APPROVED | | |
| E ve | cutive 2 | 012 | 1 | COST AND MANAGEMENT | 322 | Yes | ICAICost | 9000.00 | 14/10/2016 | 14/10/2016 | Under | Success |

Screen 19

19. In order to view cancellation request, go to Module->Subject Exemption and click on Qualification based Exemption Cancellation requests. Student will visit link which will show status of Exemption Cancellation request. Refer screen 21.

| HOME | MODULE | - PROFI | LE + | LOGOUT | | | | | | | |
|----------|-----------|--------------|-------|------------------------------------|---------------|--------|------------------------|-------------------------------------|--------------------------------------|------------------------------|--------|
| Qualific | STUDENT | SERVICES | + | ation Request | | | | | | | |
| Sear | SHORT TE | RM TRAINING | + | | | | | | | | |
| Cours | LONG TER | MTRAINING | + | | • | Syllab | 005 | All | | • | |
| Grour | TRAINING | EXEMPTION | ÷ | | | Subie | ct | | | | |
| 1000 | ENROLLME | ENT | + | | | | - | H | | | |
| Qualif | COACHING | MODULE | 4 | | ٠ | Subje | ct Code | - | | | |
| Qualif | COMPLAIN | IT MANAGEMEN | π + | | | Exem | pt Request Date | | 🔾 То | 0 | |
| Appro | ETRAINING | 5 | + | 😮 To | Θ | Cance | el Request Date | | 😮 To | 0 | |
| Cana | APPROPRI | | + | 0.75 | | Cance | allation Status | | | | |
| Ganor | SUBJECT | EXEMPTION | _ | APPLY FOR QUAL | FICATION | Cance | | -74 | | | |
| | STUDENT | REGISTRATION | + | BASEDEXEMPT | DN REQUEST | | | | Sear | ch Clear | |
| | STUDY DIS | PATCH | + | QUALIFICATION B/ EXEMPTION REQI | ASED JESTS | | | | | | |
| Sea | SWITCH ON | VER | + | QUALIFICATION B | ASED | | | | | | |
| X | | | | REQUESTS | GELLATION | | | Tot | al Records: 1 | Page Size 2 | 0 • |
| SELECT | COURSE | SYLLABUS | GROUP | SUBJECT | | | QUALIFICATION BASED | EXEMPTION APPLICATION REQUEST | EXEMPTION APPLICATION APPROVAL | CANCELLATION REQUEST DATE | |
| | Executive | 2012 | 1 | COST AND MANAGEMENT | ICAICost | 322 | Yes | 14/10/2016 | 14/10/2016 | 14/10/2016 | Pendir |

Screen 20

| DME | MOD | ULE + P | ROFILE + | LOGOUT | | | | | | | |
|-----|----------------|------------|------------|----------------|----|---|---------------------|-------------------------------------|--------------------------------------|------------------------------|------|
| ual | ification B | ased Exemp | tion Cance | ellation Reque | st | | | | | | |
| S | earch Crite | ria | | | | | | | | | |
| C | ourse | | All | | • | : | Syllabus | All | | | • |
| G | roup | | AII | | - | : | Subject | All | | • | · |
| Q | ualification T | уре | AII | | - | : | Subject Code | | | | |
| Q | ualification E | Based | AII | | • | | Exempt Request Da | ate | 😮 To | | 8 |
| A | pproval Date | | | 😮 То | 8 | | Cancel Request Da | te | 😮 То | | 8 |
| C | ancel Approv | val Date | | 😮 То | 8 | | Cancellation Status | All | | • | • |
| | | | | | | | | | | Search Clear | |
| | | | | | | | | | _ | | |
| | Search Res | sult. | | | | | | | | | |
| X | | | | | | | | | Total Records: | 1 Page Size | 20 • |
| ест | COURSE | SYLLABUS | GROUP | SUBJECT 🔻 | | | | EXEMPTION APPLICATION REQUEST | EXEMPTION APPLICATION APPROVAL | CANCELLATION REQUEST DATE | |
| | | | | COSTAND | | | | DATE V | DATE V | | |

Screen 21

- 20. On approval by admin, request for cancellation of exemption will be granted and status of cancellation of exemption will be approved.
- 21. Also status in exemption grid link will be changed to cancelled.