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# SEMINAR ON CAREER OPTION AS COMPANY SECRETARY

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**Surendranath Law College**

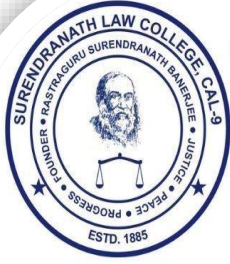
24/2 Mahatma Gandhi Road  
<https://snlawcollege.ac.in>

## **Seminar on 'Incorporation of a Company & Career as a Company Secretary- 2024**

The globalized economy of 21<sup>st</sup> Century India is a highly competitive one, requiring multi domain skills and professionals capable of displaying domain expertise over a wide spectrum of functionalities. It becomes indispensable for all professional education imparting institutions to train, and mentor their students in the requisite skills which makes them qualified for the ever-dynamic job market. As part of Career Awareness Programme, under the initiative of the Vice Principal of Surendranath Law College, Dr. Mohammadi Tarannum, the IQAC of the College, in collaboration with Mr Surya Narayan Mishra (Regional Director, The Institute of Company Secretaries of India) organised a seminar titled "**Incorporation of a Company & Career as a 'Company Secretary'**" on 20.03.2024 in Surendranath Law College. The seminar was open to students of all semesters and was conducted as an interactive session. A total of 57 students attended the seminar. The duration of the seminar was about three hours which concluded with an open discussion on the career prospects of law graduates in the Indian corporate sector. The students benefitted immensely from this seminar as they got acquainted with the scope and opportunities offered by company secretaryship as a career option and the prospects for law graduates to make a professional mark of accomplishment in this particular realm. The seminar covered the emerging trends, challenges and opportunities in a career as Company Secretary. The students received an opportunity to learn from and directly interact with experienced professionals who had built a successful career by blending their academic degrees in the field of Law, Academics and Corporate Management. The professionals provided a detailed stage-by stage walkthrough of the procedure of registering and incorporation of a Company under the Ministry of Corporate Affairs.

## **About the Institute of Company Secretaries of India (ICSI)**

The Institute of Company Secretaries of India (ICSI) is a premier national professional body incorporated by an Act of Parliament (Company Secretaries Act, 1980) working under the jurisdiction of Ministry of Corporate Affairs, Government of India. For three decades, the ICSI has been playing a key role in the growth and development of 'The Indian Corporate Sector' by producing a cadre of highly qualified Company Secretaries who work as corporate managerial professionals for efficiently and professionally managing the administrative, secretarial, legal as well as financial activities of the corporate sector. The Institute of Company Secretaries of India (ICSI) is a premier professional body, established under an act of Parliament (The Company Secretaries Act, 1980), to regulate and develop the profession of Company Secretaries. ICSI functions under the jurisdiction of the Ministry of Corporate Affairs, Government of India. The Institute provides top-quality education to the students of Company Secretaries (CS) Course and best quality set standards to CS Members. Headquartered in New Delhi, the ICSI has a nationwide presence with four Regional Offices in New Delhi, Chennai, Kolkata and Mumbai, 72 Chapter Offices spread all across the country and Centre for Corporate Governance, Research and Training (CCGRT) in Mumbai, Hyderabad and Kolkata.



SURENDRANATH LAW COLLEGE

Jointly With



THE INSTITUTE OF  
Company Secretaries of India

भारतीय कम्पनी सचिव संस्थान

IN PURSUIT OF PROFESSIONAL EXCELLENCE

Statutory body under an Act of Parliament

(Under the jurisdiction of Ministry of Corporate Affairs)

Presents Seminar on

# Incorporation of a Company

&

## Career as a "Company Secretary"



Wednesday  
March, 2024 **20**

**10:00 AM**

Session Coordinated by

The Institute of Company Secretaries of India - EIRC

Venue

Surendranath Law College



**Vision**  
"To be a global leader in promoting  
good corporate governance"

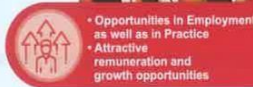
**Motto**  
सत्यं वद। धर्मं चर। इन्द्रोऽस्य त्रुतः केषोऽस्य कृतः।

**Mission**  
"To develop high calibre professionals  
facilitating good corporate governance"

# Company Secretary (CS)

## A Career with Endless Opportunities

### Join CS Course Now



UGC recognises CS qualification as equivalent to Post Graduate Degree

UK ENIC has benchmarked CS Executive and CS Professional Programme as Bachelor and Master degree respectively, with reference to UK and UAE qualification

#### Journey from a Student to a Company Secretary



**CS EXECUTIVE ENTRANCE TEST (CSEET)**

**ELIGIBILITY** - Senior Secondary Examination (10+2 pattern) pass /appearing Student or Equivalent thereto

**CUT-OFF DATES FOR REGISTRATION**

- May CSEET - 16<sup>th</sup> December- 15<sup>th</sup> April
- July CSEET - 16<sup>th</sup> April- 15<sup>th</sup> June
- November CSEET - 16<sup>th</sup> June -15<sup>th</sup> October
- January CSEET - 16<sup>th</sup> October -15<sup>th</sup> December

**FEE** : Rs.2,000/- (includes CSEET Study material and online preparatory classes)

**Coverage**

1. Business Communication
2. Legal Aptitude and Logical Reasoning
3. Economic and Business Environment
4. Current Affairs and Quantitative Aptitude

**CS EXECUTIVE PROGRAMME**

**Eligibility** - CSEET pass students [Senior Secondary Examination (10+2 pattern) pass & with CSEET result not older than one year]/ CS Foundation Programme Pass students / Graduates/ Post Graduates/ CA Final Pass students/ CMA Final Pass students

**CUT-OFF DATES FOR REGISTRATION**

- 31<sup>st</sup> May (Both groups in December examination - same year)
- 31<sup>st</sup> July (One group in December examination - same year)
- 30<sup>th</sup> November (Both groups in June examination - next year)
- 31<sup>st</sup> January (One group in June examination - same year)

**FEE** : Rs.16,500/- CSEET Pass Students / CS Foundation Pass  
Rs.21,500/- For Graduates / Post Graduates / ICAI / ICMAI Final Course Pass Students

**Subjects - Group I (4 Papers)**

- 1) Jurisprudence, Interpretation & General Laws
- 2) Company Law & Practice
- 3) Setting up of Business, Industrial & Labour Laws
- 4) Corporate Accounting & Financial Management

**Group II (3 Papers)**

- 1) Capital Market & Securities Laws
- 2) Economic, Commercial & Intellectual Property Laws
- 3) Tax Laws & Practice

**CS PROFESSIONAL PROGRAMME**

**Eligibility** - CS Executive Programme Pass Students

**CUT-OFF DATES FOR REGISTRATION**

- 31<sup>st</sup> May (both groups in December examination - same year)
- 31<sup>st</sup> July (One group in December examination - same year)
- 30<sup>th</sup> November (both groups in June examination - next year)
- 31<sup>st</sup> January (one group in June examination - same year)

**FEE** - Rs. 20,000/-

**Subjects Group I (4 Papers)**

1. Environmental, Social and Governance (ESG) - Principles & Practice
2. Drafting, Pleadings and Appearances
3. Compliance Management, Audit & Due Diligence
4. Elective 1 (Select one Paper out of 4 Elective Papers)
  - 4.1 CSR & Social Governance
  - 4.2 Internal and Forensic Audit
  - 4.3 Intellectual Property Rights-Law & Practice
  - 4.4 Artificial Intelligence, Data Analytics and Cyber Security-Laws & Practice

**GROUP II (3 Papers)**

5. Strategic Management & Corporate Finance
6. Corporate Restructuring, Valuation and Insolvency
7. Elective 2 (Select one Paper out of 5 Elective Papers)
  - 7.1 Arbitration, Mediation & Conciliation
  - 7.2 Goods and Services Tax (GST) & Corporate Tax Planning
  - 7.3 Labour Laws & Practice
  - 7.4 Banking & Insurance - Laws & Practice
  - 7.5. Insolvency and Bankruptcy - Law & Practice

**Medium of Examination:**  
The Institute allows the students to appear in Institute's examination in English or Hindi medium, subject to other prescribed guidelines in this regard.

**Mandatory Training:**  
Students are required to fulfill the following training requirements in order to get their Membership.

- One-month Executive Development Program (EDP) [15 days classroom mode & 15 days Online mode] after passing CS Executive Programme.
- Practical training of 21 months.
- Corporate Leadership Development Programme (CLDP) after passing CS Professional Programme.

### FEE CONCESSION

- Fee Concession available for applicants of following categories: SC/ST, Physically Handicapped, Indian armed forces, Paramilitary forces, Agniveers, families of Martyrs and Wards of Indian armed forces & paramilitary forces.
- Fee waiver under SEFT Scheme for meritorious and economically weaker students.
- 100% fee waiver for students registering for the CSEET and CS Executive Programme from Jammu & Kashmir, Ladakh, 50% fee concession for students of Andaman & Nicobar Islands, Lakshadweep, North Eastern states and Himachal Pradesh.

## Company Secretary (CS) - The New Age Governance Professional

### ROLE OF COMPANY SECRETARY



### The Institute of Company Secretaries of India (ICSI)

- Statutory Body established under an Act of Parliament, i.e., the Company Secretaries Act, 1980, to regulate and develop the profession of Company Secretaries
- Functions under the jurisdiction of Ministry of Corporate Affairs, Government of India
- Headquarter in New Delhi & 4 Regional Offices in New Delhi, Kolkata, Mumbai, Chennai
- 72 Chapters across India & 3 Centres for Corporate Governance, Research and Training (ICSI-CCGRT) in Mumbai, Hyderabad and Kolkata
- Study Centres and Examination Centres across India
- Overseas Centres in Australia, Canada, Singapore, UAE, UK and USA



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www.icsi.edu | | Online helpdesk : http://support.icsi.edu

ICSI SUPPORT DESK : 0120-4522 000 (MONDAY TO FRIDAY 9:30 AM TO 5:00 PM)