



THE INSTITUTE OF COST AND WORKS ACCOUNTANTS OF INDIA

(Set up under an act of Parliament)

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T&P/05/2008

May 19, 2008

TO: All the Regional Councils & Chapters

Dear Sir,

1. As you are aware that under the Revised Syllabus 2008 the students are required to undergo a Practical Training for a period of 3 years on whole time basis. The Scheme for Practical Training to ICWAI Students has been published in Annexure – VII of Prospectus and also placed at Institute's website.
2. It has been understood that some of the Regional Councils and Chapters are not collecting the Training Registration Fee of Rs.1000/- from the students at the time of Registration. It is therefore requested to collect the Training Registration Fee of Rs.1000/- alongwith the Student Registration fee (Rs500/-) and other Fees through a Bank Draft in the name of "The Institute of Cost and Works Accountants of India" payable at Kolkata. Thus, no students shall be admitted under the Revised Syllabus 2008, unless he pays the Training Registration Fee.
3. Further, in cases where you have already registered students without charging the Training Registration Fee, immediate action may be taken to collect the Training Registration Fees and forward the same to the Kolkata Office.
4. The Training and Placement Directorate at New Delhi is maintaining a database of the Students for monitoring Training Scheme. For collecting the information, a Form T-2 has been designed and a copy of which is attached and also placed on Institute's website. All the students registering under the Revised Syllabus 2008 are required to fill up the same. Please provide a copy of the Form T-2 to all the students registering under the Revised Syllabus,2008. The Regional Council or Chapter is required to verify the details given by the candidates and forward the forms alongwith statement thereof to this Directorate on monthly basis.
5. As per the training scheme every student is required to sign the Deed for Training with the employer (Practising Cost Accountants/ Organisation). Separate Deed is designed for Practising Cost Accountant and for Organisation registering trainees. The copies of the Deeds are enclosed and also placed on the Institute's website. Please provide a copy of the Deed to all the students registering under the Revised Syllabus-2008. The Deed is to be submitted to this Directorate within 45 days from the date of execution of the deed, arrangement of training in an organization or employment, as the case may be.
6. Under the Training Scheme, the time for starting the Training has not been prescribed. Thus, a student can start the training at any time during the Course. However, ICWAI Final Pass Certificate will not be issued unless he completes the Practical Training for a period of 3 years on whole time basis.
7. The students registered under the Old Syllabus and pursuing the Course under Old Syllabus are not required to undergo Practical Training for a period of 3 years on whole time basis. However, the students registered under Old Syllabus and opted for Revised Syllabus 2008 shall be required to undergo Practical Training for a period of 3 years on whole time basis. These students are required to fill up Form T-2 and to pay Rs. 1000/- towards Practical Training Fee.
8. Further, the Student who has passed Intermediate under Old Syllabus and Registered in Final Course of ICWAI after 1st January, 2008 under Revised Syllabus,2008 are exempted from the Practical Training for a period of 3 years, but they have to complete the Industrial Training as required under old syllabus.
9. For further clarification relating to Scheme for Practical Training to ICWAI Students, you may contact Directorate of Training at training@myicwai.com Or training.icwai@gmail.com
10. Please acknowledge receipt.

Director (Training & Placement)

Encl : 1. Form T-2 2. Deed for training