



Whereas the Institute of Company Secretaries of India, constituted under the Company Secretaries Act, 1980 to develop and regulate the profession of Company Secretaries in India being solely authorised to conduct coaching and examinations for the award of Professional qualification / Membership of the Institute and whereas Gyaniram Bansidhar Podar College, Nawalgarh would create synergy between the university education and professional education to enhance the quality of education imparted to the ICSI students, the study centres proposed to be operated and managed by the Department of Department of Commerce of Gyaniram Bansidhar Podar College, Nawalgarh will be set up on self-sustainable basis.

1. Study centre shall function from the premises of recognised university/ college having proper recommendations of the concerned Regional Council/Chapter.
2. Study centre shall be run by faculty or Department of Commerce or any other department having relevance to CS Course, by whatever nomenclature, on self-sustainable basis as per these guidelines.
3. The respective department of the university/ college shall operate and manage the ICSI study centre. Study centre shall in no case be termed as an agent or a partner or a representative of ICSI except for the limited purpose of providing class room teaching to CS students and other responsibilities covered in the agreement between the two Institutions.
4. Head of respective department of university / college in which the study centre has been set up or his representative will be designated as Director of the CS Study Centre.

R. W. Maloo

Secretary

The Anandilal Podar Trust

 11/10/18

मुद्रांक विक्रेता :- रामस्वरूप सिंह अनुज्ञा पत्र सं 11/बुन्देलखण्ड/नवलगढ/09

रजि. क्रमांक सं. 1625 दिनांक 11/10/18 मुद्रांक कीमत 10000/- क्रम सं.

मुद्रांक क्रेता मोहितानन्द माल मिता/पति

जाति पता

प्रयोजन हस्ताक्षर क्रेता हस्ताक्षर विक्रेता

हस्ताक्षर विक्रेता स्थान तहसील नवलगढ

राजस्थान स्टाम्प अधिनियम, 1998 के अन्तर्गत स्टाम्प राशि पर प्रभारित अधिभार

1.	आधार भूत अवसरचना सुविधाओं हेतु (धारा 3 क)- 10% रूपये	रूपये 10
2.	गाय और उसकी नस्ल के संरक्षण और संवर्धन हेतु (धारा 3 ख)- 10% रूपये	रूपये 10
कुल योग		रूपये 20

हस्ताक्षर स्टाम्प वण्डर

5. Study Centre shall not engage itself any activity or deal with a matter which are prejudicial to the interests and image of the Institute
6. These study centres shall be entitled to use the words and description ""ICSI Nawalgarh, Jhunjhunu Study Centre"
7. The study centres would have full autonomy in deciding the fee to be charged from the students for the Class Room Teaching activity but the Institute would not provide any financial support/compensation to the study centres on any account.
8. ICSI Head Office/Regional Council/Chapter shall have no share in the revenue generated by respective study centres.
9. The Study Centre shall impart education with best faculty for various stages of ICSI Course Curriculum on the lines prescribed by ICSI.
10. The Study Centre shall conduct Career Counselling, suitably advertise and attract students for enrolment to CS Course and disseminate information regarding Company Secretaryship course
11. Facilitating registrations to the CS Course through on-line mode. The Fee will be accepted by the Institute through online mode and the University/ College shall provide reasonable infrastructure (computer with internet connectivity, scanner, etc.) to enable the students to register online for CS Course. Students who are not having Credit/ Debit Cards may remit the fee through Bank Challan in which case cash can be deposited with designated banks (at present Canara Bank).
12. Provide at least one room space for ICSI representative office at University/ college campus.
13. Students of study centre shall be allowed access to the library of concerned department in which the study centre has been setup.
14. Members of Central Council, Regional Councils of ICSI or Members of the Chapter Managing Committees are not eligible to act as Faculty in the classes conducted by Study Centres.
15. The study centre shall submit quarterly MIS covering the activities conducted during such period like Details of Career Awareness Programmes/ Counselling Sessions conducted, Details of Registrations Facilitated(\*) with registration number, Details of Classes Conducted with registration number of the students etc. to the Regional Council/Chapter to which it is attached with a copy to the ICSI HQ.  
(\* ) as per format decided by the Institute from time to time.
16. The college shall maintain a permanent display board 'CS (Name of the City) Study Centre' on the boundary wall of the college and also within the premises where the study centre is located.
17. The designated room shall be properly maintained with daily cleaning, proper lighting and whitewash.
18. ICSI shall share and suggest ways and means for effective conduct of classes by the centre
19. ICSI shall Suggest / Depute faculty on specialised subjects as and when requested by the study centre

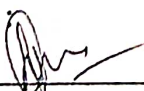
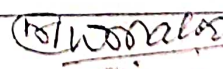
  
Secretary

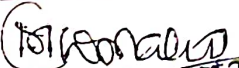


35. ICSI shall not incur or suffer any kind of liability – legal, financial or otherwise – with regard to any obligations incurred by the study centre.
36. The Regional Director of respective Regional Council shall enter into an agreement between the respective University / college for setting up of Study Centre in its respective jurisdiction.
37. The agreement would be valid for a period of TWO years and can be extended further on year to year basis, as mutually agreed between the respective university/ college.
38. Unless the validity of the recognition renewed/extended, after due period, the study centre would not carry its activities. In case, a particular study centre is derecognised or validity withdrawn, it would stop the activities immediately.
39. It is the responsibility of the Centre to deduct TDS as applicable in respect of payment made by it for running the centre. It shall also fulfil all the compliances arising out of TDS deductions like remittance and filing of returns from time to time as prescribed under the law.
40. Likewise, the study centre would ensure to comply Service Tax provisions arising out of payment to the faculty handling the classes and for such other services as applicable.
41. Study centre to maintain its accounts as per the standard and established practices and norms and get them audited at the close of financial year and send the audited accounts to the RC/Institute periodically for their information.
42. It is also the responsibility of the Centre to comply with local laws if any, arising out of running of the centre.
43. If the quality of teaching, infrastructure and other services (as envisaged under these guidelines) provided by the study centre is not upto the satisfaction of ICSI, it reserves the right to cancel/terminate the agreement without assigning any reason thereof. However, the cancellation/termination shall not affect the obligations in respect of the completion of the course in respect of any batches of classes that have been commenced and are in progress and fees for which have been collected from the participants by the study centre.

This arrangement will come into force from 11th October, 2018

SIGNED AND EXECUTED BY

Signature (with Rubber Stamp)	 <b>RAJESH GUPTA</b> EXECUTIVE OFFICER JAIPUR CHAPTER OF NIRC OF ICSI A-5/A, ICSI HOUSE Jhalana Doongri, JAIPUR-302 004	Signature (with Rubber Stamp)	 <b>Secretary</b>
Name	RAJESH GUPTA	Name	MOTI CHAND NAIR
Designation	Assistant Director	Designation	Secretary MANAGING COMMITTEE
For and on behalf of ICSI		For and on behalf of College	SETHI CRYANTRAM BAWSE DHAN PEDAR COLLEGE NAWALGARH

  
**Secretary**