

# C.S. ADMISSION NOTICE

## January-June, 2023 session

If you are willing to prepare yourself for a Challenging and Rewarding Profession 'Chartered Secretary' (CS) is the right choice for YOU. The Chartered Secretary is the global requisite qualification to become a Company Secretary.

### Admission in Foundation Level

Application in prescribed forms are invited from Graduates other than business background and business graduates with less than 6 points or 'A' level passed (2 subject B Grade and 1 subject A Grade) and HSC passed with GPA-5 for undertaking a Foundation Course for (Six) months for January-June, 2023 Session. After passing they will be automatically eligible for enrollment in Certificate Level-I course in the subsequent semester.

### Admission in CS Certificate Level-I

Application in prescribed forms are invited from the business graduates or MBA/MBM/MBS/CA/ACCA/CMA who are interested to pursue the CS Course for enrollment in its Certificate Level-I of January-June, 2023 Session.

DATE OF APPLICATION & ADMISSION TEST	<b>Application form is available from</b> - Jan.05,2023 to Jan.31,2023 <b>Last date of submission of application</b> - January 31,2023 <i>(Original Certificates must be shown at Admission time)</i> <b>Admission Test will be held on</b> - Saturday, February 04,2023
MINIMUM ELIGIBILITY	University Graduate with 6 points (1st Div.=3, 2nd Div.=2, 3rd Div.=1) or equivalent CGPA.
FEES FOR CERTIFICATE LEVEL-I	Tuition fees for Certificate Level - I Tk.20,650 Application Form and Students' Handbook Tk. 1,000
FEES FOR FOUNDATION LEVEL	Tuition fees for Foundation Level Tk.15, 000 Application Form and Students' Handbook Tk. 1,000
COURSE DURATION	Total 5 Semesters (excluding Foundation Course) of 6 months each.

\*Fee structure may change or be revised by the institute from time to time at its discretion

**For further information:** ICSB Office, Padma Life Tower (8<sup>th</sup> Floor), 115, Kazi Nazrul Islam Avenue, Bangla Motor, Dhaka-1000 Tel: 880-2-4934 9578, 58313230, 48315338, /101 & 105, **Mob: 01708 030804**, E-mail: education@icsb.edu.bd

Please note that Admission Forms are available at ICSB Website ([www.icsb.edu.bd](http://www.icsb.edu.bd))

### Admission Form Fee Payment Instruction:

1. Payment for the admission form (Tk. 1000) through **Nagad** (Charge Applicable) **Merchant A/C No: 01708 030804** by using "bill pay" option of Nagad and write your Certificate name in **reference**.  
(Step by step of Nagad: "Bill Pay" Option→Write "ICSB" in biller→ Fill information **1111, Your Name, Your Mobile Num, Fee Type: Other Fee**)
2. Send the filled in admission form, required documents and screen shot of Nagad payment to [icsbadmission@gmail.com](mailto:icsbadmission@gmail.com)



**Md Zakir Hossain**  
Secretary & CEO

