



The Institute Of Chartered Accountants Of India

[Set up under an Act of Parliament]

Vasai Branch Of WIRC

C-Wing, 310/311, 2nd FLOOR, -Shanti Shopping Centre, Mira Road (E), 401107, 022-65568900/28102193

E-mail ID -vasaibranch@gmail.com, Web Site address-www.vasai-icai.org

ICAI – INFORMATION TECHNOLOGY TRAINING CENTRE

INSTRUCTIONS

100 Hours Information Technology Training:-

A student is allowed to undergo 100 hours ITT before registration of Article Training. The training Programme is for the period of twenty five days at the rate of four hours per day.

Please follow the simple steps while filling the forms

1. Use the black Ball Pen to fill the details and to sign the form.
2. Write clearly within the boxes.
3. Do not over write.
4. Please write the date DD-MM-YYYY Format.
5. Do not bend/fold the form.
6. Fill up all the field in Capital Letters only.
7. Please do not staple the DD or Photo.

Submission of documents:-

1. **Rs.4000/-** Demand Draft in Favour of “**IT CENTRE VASAI BRANCH –ICAI**”
 2. One Xerox Copy of IPCC Registration Letter.
- Or**
3. One Xerox Copy of IPCC Acknowledgment Receipt & CPT Registration Letter/CPT Mark sheet/CPT Hall ticket.
 4. Attestation is not required.
 5. D D should be payable at Mumbai.

ITT Centre's:-

1. **Mira Road** :- D-Wing, 216/217, Shanti shopping Centre, Mira Road (E).

Rules and Regulations:-

1. **Dress code:** - Boys – Shirt & Trouser with tie formal shoes .
Girls – Business suit or Sal war suit
2. **Attendance:-** 100% attendance is compulsory.

Notes:-

1. New ITT Batches starts between 1st to 3rd of every month.
2. Information for starting of batch will be communicated through SMS. In case of non receipt of SMS contact branch office on the last day of the month.



The Institute Of Chartered Accountants Of India

[Set up under an Act of Parliament]

Vasai Branch Of WIRC

C-Wing, 310/311, 2nd FLOOR, -Shanti Shopping Centre, Mira Road (E), 401107, 022-65568900/28102193

E-mail ID -vasaibranch@gmail.com, Web Site address-www.vasai-icai.org

ICAI – INFORMATION TECHNOLOGY TRAINING CENTRE

Location :

☐ Mira Road

Timing:-

- ☐ 7.30AM TO 11.30AM
☐ 12.30PM TO 4.30PM
☐ 5.00PM TO 9.00PM

Batch Month:-

Passport Size
Photo with self
attested.

FOR OFFICE USE ONLY

Receipt No :

Date : / /

Name : (Surname) (First Name) (Middle Name)

Registration No. : Reg.Date:

Communication Address:-

City : Pin :

Mobile No :

E-mail Address :
(Compulsory)

Appearing in
Which exam (IPCC) : Month May/June Nov/Dec. Year : 2 0

PAYMENT DETAILS

Demand Draft No : DD Date : 2 0

Bank Drawn On :

Amount : RS.

UNDERTAKING

I hereby undertake to abide by all the rules and regulation including Dress code of the ICAI Information Technology Training Centre as may be in force from time to time and particularly during the period when I attend my training.

Place: - MUMBAI

Date :- / /

Signature of the student.