



# ***The Institute Of Chartered Accountants Of India***

*[ Set up under an Act of Parliament ]*

## **Vasai Branch of WIRC**

**Amruta Building, Indralok Phase-II, New Golden Nest Road, Bhayandar(East).**

**Phone: 022-65568900/01 Online Registration [www.icaionlineregistration.com](http://www.icaionlineregistration.com)**

**Email: [vasaibranch@gmail.com](mailto:vasaibranch@gmail.com) Web Site-[www.vasai-icai.org](http://www.vasai-icai.org)**

### **ICAI – ORIENTATION PROGRAMME**

***“PLEASE FOLLOW INSTRUCTIONS BEFORE FILLING THE FORM”***

## **INSTRUCTIONS**

### **35 Hours Orientation Programme:-**

A student is allowed to undergo 35 hours Orientation Programme before appearing for the first time in any level of examination (i.e. Both Group I/Group II and Or ATC). The Orientation Programme is for the period of 5 days.

### **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. Do not over write.
3. Please write the date DD-MM-YYYY Format.
4. Do not bend/fold the form.
5. Fill up all the field in Capital Letters Only.
6. Please do not staple the DD Or Photo.

### **Submission of documents:-**

1. **Rs.3000/-** Demand Draft in Favour of “ **VASAI BRANCH OF WIRC OF ICAI**”
2. One Xerox Copy of IPCC Registration Letter.  
**Or**
3. One Xerox Copy of IPCC Acknowledgment Receipt **&** CPT Registration Letter/CPT Hall ticket.
4. D D should be payable at Mumbai.

### **Rules and Regulations:-**

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

### **Notes:-**

1. New Orientation Batches starts from every Monday or Tuesday.
2. Address & Starting Date of Orientation Batch you will get through SMS. In case of non Receipt of SMS contact Branch office before 1 day.
3. Timing for Orientation is 9.30 am to 5.30 pm per day.
4. Once Registration done, transfer and Refund will not done in any circumstances



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Phone: 022-65568900/65568901 Email: [vasaibranch@gmail.com](mailto:vasaibranch@gmail.com)

**Registration Form for IPCC/ATC Orientation Programme**

Batch: - \_\_\_\_\_

Receipt No. \_\_\_\_\_

Passport  
Size  
PHOTO

Name: - \_\_\_\_\_  
(Surname) (Name) (Father's Name)

IPCC/ATC/CPT Registration No.: - \_\_\_\_\_

Date of IPCC/ATC Registration:- \_\_\_\_\_

Address:- \_\_\_\_\_

(For Communication)

Phone No:- \_\_\_\_\_

Mobile No: - \_\_\_\_\_

E-mail Address:- \_\_\_\_\_

Demand Draft No:- \_\_\_\_\_ D.D.Date:- \_\_\_\_\_

Drawn on (Bank):- \_\_\_\_\_

**Undertaking:-**

I hereby undertake to abide by all the Rules and Regulations of the IPCC/ATC Orientation Programme of the Institute of Chartered Accountants of India as may be in force from time to time during the period I am undergoing training.

**Place:-** Mumbai

**Date:-**

**Signature of the Candidate**

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**Acknowledgement (To be filled in by the Applicant)**

Batch:- \_\_\_\_\_

Receipt No.:- \_\_\_\_\_

Received from Mr./Ms.:- \_\_\_\_\_

Registration No.:- \_\_\_\_\_

Demand Draft/Pay Order No. : Rs 3000/- (Rs. Three Thousand Only) as fees for IPCC \ATC Orientation Programme.

DD/ Pay Order No. :- \_\_\_\_\_ D.D.Date :- \_\_\_\_\_

Drawn on (Bank) :- \_\_\_\_\_

***Signature, Name & Designation  
With Seal of Receiving Office & Date***