

## Announcement for Candidates

### ***Important dates:***

- Registration for November 2023 pass-out candidates begins on 15<sup>th</sup> January 2024 and will end on 23<sup>rd</sup> January 2024.
- Candidates who passed out prior to November 2023 examinations but could not apply in regular campus due to certain reasons, specified below, are now eligible for February-March 2024 campus and their online registration begins on 26<sup>th</sup> December 2023.

<b>Clearance of Final Examination of Chartered Accountancy Course</b>	<b>Completion of Articleship</b>
November, 2023	Completing their article ship by 30th April 2024
May 2023 whose CA Final results were declared in verification of marks after 31 <sup>st</sup> July 2023.	Completing their articleship between 1 <sup>st</sup> November 2023 and 30th April 2024 and have not applied in earlier Campus Placement Programme.
May, 2023	Passed in May 2023 attempt, but did not register for August-September 2023 campus placement programme

- The last date of registration for all the above categories will be 23<sup>rd</sup> January 2024 and no extension of date will be possible. Candidates may opt for one bigger (Ahmedabad, Bengaluru, Chennai, Hyderabad, Jaipur, Kolkata, Mumbai, Delhi & Pune) and one smaller center (Bhubaneswar, Bhopal, Chandigarh, Coimbatore, Durgapur, Ernakulam, Indore, Kanpur, Lucknow, Nagpur, Noida, Patna, Rajkot, Ranchi, Raipur, Thane, Vadodara & Visakhapatnam). For candidates opting only for smaller centers, registration will remain open till 04<sup>th</sup> March 2024.

### **Campus Interview Schedule (Virtual)–**

<b>S.No.</b>	<b>Centre</b>	<b>Dates</b>
1	Mumbai	20 <sup>th</sup> , 22 <sup>nd</sup> , 24 <sup>th</sup> , 26 <sup>th</sup> , 28 <sup>th</sup> February 2024, 1 <sup>st</sup> March, 2024
2	Delhi	21 <sup>st</sup> , 23 <sup>rd</sup> , 26 <sup>th</sup> , 28 <sup>th</sup> February 2024, 1 <sup>st</sup> , 4 <sup>th</sup> March, 2024
3	Bengaluru	22 <sup>nd</sup> , 24 <sup>th</sup> , 27 <sup>th</sup> , 29 <sup>th</sup> February 2024, 2 <sup>nd</sup> , 5 <sup>th</sup> March, 2024
4	Chennai	23 <sup>rd</sup> , 26 <sup>th</sup> , 28 <sup>th</sup> February 2024, 1 <sup>st</sup> , 4 <sup>th</sup> , 6 <sup>th</sup> March, 2024

5	Kolkata	26th, 28th February 2023, 1st, 4th, 6th & 8th March, 2024
6	Ahmedabad, Hyderabad, Jaipur & Pune	2nd, 6th, 8th, 11th, 13th & 15th March, 2024
7	Durgapur, Nagpur, Rajkot, Lucknow, Raipur, Bhopal, Ernakulam, Visakhapatnam, Patna, Vadodara & Ranchi	9th April 2024
8	Noida & Thane	12th & 15th April, 2024
9	Bhubaneswar, Chandigarh, Coimbatore, Kanpur & Indore	15th & 18th April, 2024

**Mock Interview Schedule (Virtual)–**

S.No.	Centre	Dates
1	Mumbai	12th, 13th, 14th, 15th February 2024
2	Delhi	13th, 14th, 15th, 16th February 2024
3	Bengaluru	13th, 14th, 15th, 16th February 2024
4	Chennai	15th, 16th, 19th, 20th February 2023
5	Kolkata	21st, 22nd, 23rd, 24th February 2024
6	Ahmedabad, Hyderabad, Jaipur & Pune	26th, 27th, 28th, 29th February 2024

**Dates for registration, short listing, consent, and Written Test/Psychometric Test/ (if any) giving**

S. No.	Centre	Last date for organization registration	Last date of online short listing by organizations (1st round)	Online Consent giving by Candidates (1st Round)	2nd round online short listing by organizations	Online Consent giving by Candidates (2nd Round)	Written Test/ Psychometric Test (If any)
1	Mumbai & New Delhi	22nd January, 2024	1st-5th February, 2024	7th -9th February, 2024	11th -13th February, 2024	15th February, 2024	17th February, 2024
2	Bengaluru, Chennai & Kolkata	22nd January, 2024	1st-5th February, 2024	7th -9th February, 2024	11th -13th February, 2024	15th February, 2024	17th February, 2024

3	Ahmedabad, Hyderabad, Jaipur & Pune	22 <sup>nd</sup> January, 2024	1 <sup>st</sup> -5 <sup>th</sup> February, 2024	7 <sup>th</sup> -9 <sup>th</sup> February, 2024	11 <sup>th</sup> -13 <sup>th</sup> February, 2024	15 <sup>th</sup> February, 2024	17 <sup>th</sup> February, 2024
4	Bhopal, Durgapur, Ernakulam, Kanpur, Lucknow, Nagpur, Patna, Raipur, Rajkot, Ranchi, Vadodara & Visakhapatnam	14 <sup>th</sup> March, 2024	21 <sup>st</sup> -26 <sup>th</sup> March, 2024	27 <sup>th</sup> March, 2024	28 <sup>th</sup> March 2024 -01 <sup>st</sup> April, 2024	02 <sup>nd</sup> April, 2024	05 <sup>th</sup> April, 2024
5	Bhubaneswar, Chandigarh, Coimbatore, Indore, Noida & Thane	14 <sup>th</sup> March, 2024	21 <sup>st</sup> -26 <sup>th</sup> March, 2024	27 <sup>th</sup> March, 2024	28 <sup>th</sup> March 2024 -01 <sup>st</sup> April, 2024	02 <sup>nd</sup> April, 2024	05 <sup>th</sup> April, 2024

- Notes: 1. Sharing of database for recruiters registered for Shortlisting at S. No. 1, 2 & 3 centers begin on 1<sup>st</sup> February 2024**  
**2. Sharing of database for recruiters registered for Shortlisting at S No. 4 & 5 centers begins on 26<sup>th</sup> March 2024**

**General Guidelines:**

1. **Please obtain membership** of ICAI immediately after passing CA final examination.
2. Quote the Membership no. or acknowledgment receipt no. issued, upon submission of Form-2, on the online portal for campus registration. Else, fill the online **undertaking which Pops up on the page** and state by which date you will submit Membership Form-2.
3. Quote Advance MCS certificate no. or mention the expected date of enrolment while registering on the placement portal. Advance MCS batch should start before 20<sup>th</sup> February 2024.
4. For online registration, please visit: <https://cmib.icai.org> and generate your password.
5. Then punch your CA Final Roll No. to login at <https://cmib.icai.org>
6. In case it shows that data unavailable, then share mark sheet of both groups of CA Final Exam at [cajob@icai.in](mailto:cajob@icai.in)
7. Check the accuracy of the data already available on the portal concerning your candidature.
8. Fill all the columns/ fields with care and caution as furnishing any incomplete or incorrect information may cause cancellation of your candidature during the course of campus interview.
9. Obtain the unique Centre code such as DEL/ MUM/ KOL/ CHE etc. from the Portal itself.
10. Photo ID can be generated after 10<sup>th</sup> February, 2024.
11. In the event of not being selected in bigger centre but wish to change the smaller centre, you can do so through mail at [cajob@icai.in](mailto:cajob@icai.in) before 15<sup>th</sup> March 2024.
12. Strictly adhere to the dress code mentioned in the site while attending virtual interviews: [https://cmib.icai.org/postedcontent/adminuploads/RECOMMENDED\\_DRESS\\_CODE\\_FOR\\_MEMBERS\\_OF\\_ICAI.pdf](https://cmib.icai.org/postedcontent/adminuploads/RECOMMENDED_DRESS_CODE_FOR_MEMBERS_OF_ICAI.pdf)

- 13. The shortlisting status of various companies as well as information regarding Written/ Psychometric/ Interview test etc. will go to respective candidate's login. Keep on viewing your login ID at (<https://cmib.icai.org>) regularly.**
14. You are free to choose maximum 4 organisations of your choice out of the organisations that shortlisted you and give consent for attending those interviews on specified date(s) for bigger centers. In the event of not being selected at a bigger centre, you can give consent for attending interviews of four other organisations.
  15. Once you have given consent to the organisations, you must attend their interviews, till the time you have accepted offer of any of the organisations.
  16. Information regarding selection by the organization will be reflected in candidate's login immediately after the organization has selected the candidate. Fill the **Declaration Form online** having your name/ centre code through your login, before 7:00 AM of subsequent day of declaration of result or as per the deadline given by the recruiter, which could be a very short deadline. You can accept the offer of **only one organization** of your choice. Kindly note that after you accept an offer, you will not be able to attend interviews of other organisations, as the portal will become inaccessible to you.
  17. Strictly adhere to the date by which the organization wants you to join or you may fix a convenient date through mutual agreement.
  18. Share your views and suggestions **online through** Feedback Form, once you complete the interviews.
  19. Get organization related queries if any, clarified such as its future prospects, place of posting etc. before signing the Declaration Form.
  20. **If you are not in genuine need of a job, avoid registering for Campus Placement Program.**
  21. If your article-ship will be completed after **31<sup>st</sup> July 2024**, please do not register and wait for next campus.
  22. **Only shortlisted candidates, who mark consent in the Portal within the specified dates, would be allowed** to appear for campus interview.
  23. The timing for the Interviews at all days shall be from **9:30 A.M. to 6:00 P.M** as far as possible.
  24. Interviews will be conducted through **virtual mode** on the platform convenient to the participating organization as per the roster prepared by ICAI.
  25. Link for attending virtual interview will be shared by the concerned organization with all consented candidate on their registered e-mail ID.
  26. Candidates are advised to be online, preferably on their laptop or desktop with audio & visual facility, roughly 30 minutes prior to their interview slot.
  27. Organizations usually expect candidates to be available for joining them immediately. Therefore, **avoid registering for campus if you are required to serve notice period for more than one month.**
  28. **Avoid blocking an opportunity, which other candidate(s) could get**, due to your indecisiveness such as, not attending interview after giving consent, not signing the Declaration Form after being finally selected or not joining the company after signing the Declaration Form.
  29. It is mandatory to attend the interview after giving consent to the organization, before a candidate finally selected by any organization.
  30. The CMI&B of ICAI only acts as a facilitator and selection of candidate is purely at the discretion of organization concerned.

**Commitment Charges:**

In the event of not joining the company after signing the Declaration Form, candidates have to pay a **Commitment Charges of Rs. 5,000/ (Rupees Five Thousand)** and such behavior would be viewed seriously as it **blocks the opportunity of others and affects the plans of that company.**

**Special permission to be obtained from CMI&B Secretariat:**

A candidate who has completed AICITSS / Advance MCS /Articleship but yet to attain 21 years of age to secure ICAI membership, is required to seek special permission through email at [cajob@icai.in](mailto:cajob@icai.in), for participating in Campus placement programme.

**For Registration/ Guidance/ Queries, please** write at [cajob@icai.in](mailto:cajob@icai.in) or contact at 011-30110550/491/555 between 2 pm to 5 pm only.

**Disclaimer:** The CMI&B of ICAI reserves the right to change its policy regarding the programme, dates, venue etc., at any point of time as per its discretion.