

Announcement for Candidates

Important dates:

- Registration for Nov'19 pass out candidates begins on and from 27th January'2020 and will remain till 5th Feb'2020.
- Candidates who passed out prior to Nov'2019 but could not appear regular campus due to certain reasons, specified below, are now eligible for February- March'2020 and their online registration begins on and from **10th January'2020**.

Clearance of Final Examination of Chartered Accountancy Course	Completion of Articleship
November, 2019	Completing their articleship by 30 th April, 2020
May 2019/Nov 2018 or whose CA Final results were declared in revaluation/re verification after 26 th August, 2019.	Completing their articleship between 1 st November, 2019, and 30 th s April, 2020 and have not applied in earlier Campus Placement Programme.

- Last date of registration for both the categories will be **5th of February'2020** and no extension of date will be possible, if you opt for one bigger (Mumbai, New Delhi, Bengaluru, Chennai, Kolkata, Jaipur, Pune ,Hyderabad, Ahmedabad) and one smaller centre (Durgapur, Ernakulam, Bhubaneswar, Chandigarh, Coimbatore, Indore, Kanpur , Thane & Noida).

Campus Interview Schedule –

No.	Centre	Dates
1	Mumbai & New Delhi	28 th , 29 th February, 2 nd , 3 rd , 4 th , 5 th March, 2020
2	Chennai	2 nd , 3 rd , 4 th , 5 th & 6 th March, 2020
3	Kolkata	3 rd , 4 th , 5 th , 6 th & 7 th March, 2020
4	Ahmedabad, Jaipur, Pune & Hyderabad	4 th , 5 th & 6 th March, 2020
5	Bengaluru	4 th , 5 th , 6 th , 7 th & 8 th March, 2020
6	Durgapur & Ernakulam	28 th March, 2020
7	Bhubaneswar, Noida, Chandigarh, Coimbatore, Indore, Kanpur & Thane	30 th & 31 st March, 2020

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 (Ist round)	Online Consent giving by Candidates (Ist Round)	2 nd round online short listing by organizations	Online Consent giving by Candidates (2nd Round)	Written Test /Psychometric Test (if any)
1	New Delhi	10 th Feb, 2020	11 th – 16 th Feb, 2020	17 th - 19 Feb, 2020	20 th Feb, 2020	21 st Feb, 2020	25 th Feb, 2020
2	Mumbai	10 th Feb, 2020	11 th – 16 th Feb, 2020	17 th - 19 Feb, 2020	20 th Feb, 2020	21 st Feb, 2020	26 th Feb, 2020
3	Bengaluru	10 th Feb, 2020	11 th – 16 th Feb, 2020	17 th - 19 Feb, 2020	20 th Feb, 2020	21 st Feb, 2020	2 nd Mar,2020
4	Chennai	10 th Feb, 2020	11 th – 16 th Feb, 2020	17 th - 19 Feb, 2020	20 th Feb, 2020	21 st Feb, 2020	27 th Feb, 2020
5	Kolkata	10 th Feb, 2020	11 th – 16 th Feb, 2020	17 th - 19 Feb, 2020	20 th Feb, 2020	21 st Feb, 2020	28 th Feb, 2020
6	Ahmedabad, Hyderabad, Jaipur & Pune	10 th Feb, 2020	11 th – 16 th Feb, 2020	17 th - 19 Feb, 2020	20 th Feb, 2020	21 st Feb, 2020	29 th Feb, 2020
7	Durgapur, Ernakulam & Kanpur	15 th Mar,2020	18 th -22 nd Mar'2020	23 rd Mar, 2020	25 th Mar, 2020	26 th Mar, 2020	On the day of Interview
8	Bhubaneswar, Chandigarh, Coimbatore, Indore, & Thane , Noida	15 th Mar,2020	18 th -22 nd Mar'2020	23 rd Mar, 2020	25 th Mar, 2020	26 th Mar, 2020	28 th Mar, 2020

Notes: 1. Sharing of database for Companies registered at S. No. 1, 2, 3, 4, 5 & 6 centres begins on 11th February, 2020

2. Sharing of database for Companies registered at S No. 7 & 8 centres begins on 18th March, 2020

Orientation Programme: The schedule at various centres:

SI No.	Centre	Dates
1	New Delhi	26 th February,2020
2	Mumbai & Kanpur	27 th February,2020
3	Bangalore	1 st March,201920
4	Chennai	29 th February,2020
5	Kolkata	2 nd March,2020
6	Ahmedabad, Hyderabad, Jaipur & Pune	3 rd March,2020

Mock Interview:

Centre	Dates
Mumbai, New Delhi, Bengaluru, Chennai, Kolkata, Jaipur, Pune ,Hyderabad, Ahmedabad, Durgapur, Ernakulam, Bhubaneswar, Chandigarh, Coimbatore, Indore, Kanpur	10-14 th Feburary,2020

General Guidelines:

1. **Secure membership** of ICAI immediately after passing CA final examination.
2. Quote the Membership no. or acknowledgement receipt no. issued, upon submission of Form-2, on the online portal for campus registration. Else, fill the online **undertaking which Pop up on the page** state by which date you will submit that membership Form-2.
3. Quote MCS completion certificate no. or mention its expected date of enrolment while registering on the placement portal. MCS batch should start before 28th February, 2020.
4. For online registration please visit: <https://cmib.icaai.org> and generate your password.
5. Then put your CA Final Roll No. to login at <https://cmib.icaai.org>
6. In case it shows that data unavailable then share mark sheet of both group of CA final at cajob@icaai.in.
7. Check the accuracy of the data already available on the portal concerning your candidature.
8. Fill all the column/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. Secure the unique Centre code such as DEL/MUM/KOL/CHE etc.
10. After successful completion of your registration, take a print out of the profile and photo identity card and that is to be produced while visiting for attending Orientation Programme and Campus Interview.
11. Photo id can be generated after 21st Feb, 2020.
12. In the event of not being selected in bigger centre but wish to change the smaller centre, you can do so through portal on 15-16th March, 2020 (up to 5:00 P.M.).
13. **Venue details for Orientation, written test and interview will be available on <https://cmib.icaai.org> and in candidate's login. Kindly check your login regularly.**
14. Attend Orientation Programme (**which is mandatory**) at any of the 9 bigger centres and one smaller centre, irrespective of the fact whether you have been shortlisted by any company till the date that event be held.

15. Attend Mock Interview & G.D. **(which is optional)** at any specified centre. But once given consent, it is mandatory to attend.
16. Strictly adhere to the dress code mentioned in the site https://cmib.icaai.org/postedcontent/adminuploads/RECOMMENDED_DRESS_CODE_FOR_MEMBERS_OF_ICAI.pdf.
17. Collect ICAI Lanyard immediately after marking your attendance in a venue, before attending the interview and carry it all along.
18. **The shortlisting status of various companies as well as information regarding Written/Psychometric test etc. will go to respective candidate's login; keep on viewing your login ID at (<https://cmib.icaai.org>) regularly.**
19. You are free to choose maximum 4 companies of your choice and give consent for attending those interviews on specified date(s) for bigger and smaller centres, in the event of not being selected at a bigger centre.
20. Try to attend interview of all the companies for which you have given consent.
21. Information regarding selection by the company will be reflected in candidate's login. Fill the **Declaration Form online** having your name/centre code through your login, before 7:00 A.M. of subsequent day of declaration of result. You can accept the offer of **only one company** of your choice.
22. Strictly adhere to the date by which the company wants you to join or you may fix a convenient date through mutual agreement.
23. Share your views and suggestion **online through** Feedback Form, once you complete interview.
24. Food stuffs would be available at the venue according to Orientation Programme and interview schedule.
25. Be at venue at least **half an hour before** the schedule of events such as, Orientation and Campus interview to facilitate checking of your identity.
26. Group Discussion timing will be 9 A.M. to 10 A.M; Interview will begin from 10 A.M. and you need to face so according to convenience of the company for which you gave consent.
27. Get Company related queries if any, clarified, such as, its future prospects, and place of posting etc. then and there, before signing the Declaration Form.
28. **If you are not in genuine need of a job, avoid registering for Campus Placement Programme.**

29. If your article-ship will be completed after 30th April, 2020 please wait for next campus.
30. **Only shortlisted candidates would be allowed** to enter the venue during the days of campus interview.
31. Carry original mark-sheets only, if it was specifically required by the company that shortlisted you.
32. Stay present at the venue till you have completed attending all the interviews or gave consent to a particular company.
33. Organizations usually expect candidates to be available for joining them immediately; so, **avoid registering for campus if you are to serve notice period for more than one month.**
34. **Avoid blocking an opportunity, which other candidate(s) could secure**, due to your indecisiveness such as, not giving consent after being shortlisted, 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.
35. It is mandatory to attend the interview after giving consent to the company, before a candidate finally selected by any organisation.
36. The CMI&B of ICAI only acts as a facilitator and selection of candidate is purely at the discretion of company 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 schedule of that company.**

Special permission to be obtained from CMI&B Secretariat:

A candidate who has completed GMCS/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 , for attending Campus.

For Registration/ Guidance/Queries, please write at cajob@icai.in or contact at 011-30110491/548 only between **2:00 to 5:00 PM.**

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