

## Announcement for Candidates

### Important dates:

- Registration for May'18 pass out candidates begins on and from 24<sup>th</sup> July18.
- Candidates who passed out prior to May'18 but could not appear regular campus due to certain reasons, specified below, are now eligible for August-September'18 and their online registration begins on and from 1<sup>st</sup> July18

<b>Clearance of Final Examination of Chartered Accountancy Course</b>	<b>Completion of Articleship Course</b>
May, 2018	Completing their articleship by 31 <sup>st</sup> October, 2018
May 2017 and November 2017 or whose CA Final results were declared in revaluation/re verification after 28 <sup>th</sup> February, 2018.	Completing their articleship between 1 <sup>st</sup> May, 2018 and 31 <sup>st</sup> October, 2018 and have not applied in earlier Campus Placement Programme.

- Last date of registration for both the categories will be **2nd of August'18** and no extension of date will be possible, if you opt for one bigger and one smaller centre. However, registration only for smaller centres, will remain open till 20<sup>th</sup> Aug'18.

### Campus Interview Schedule:

<b>No.</b>	<b>Centre</b>	<b>Dates</b>
1.	Mumbai & New Delhi	23 <sup>rd</sup> , 24 <sup>th</sup> , 25 <sup>th</sup> , 27 <sup>th</sup> & 28 <sup>th</sup> August, 2018
2.	Hyderabad	24 <sup>th</sup> , 25 <sup>th</sup> & 27 <sup>th</sup> August, 2018
3.	Chennai	25 <sup>th</sup> , 27 <sup>th</sup> , 28 <sup>th</sup> & 29 <sup>th</sup> August, 2018
4.	Kolkata	27 <sup>th</sup> , 28 <sup>th</sup> , 29 <sup>th</sup> & 30 <sup>th</sup> August, 2018
5.	Bangalore	28 <sup>th</sup> , 29 <sup>th</sup> , 30 <sup>th</sup> & 31 <sup>st</sup> August, 2018
6.	Ahmedabad, Jaipur & Pune	28 <sup>th</sup> , 29 <sup>th</sup> & 30 <sup>th</sup> August, 2018
7.	Durgapur & Ernakulam	13 <sup>th</sup> September, 2018
8.	Bhubaneswar, Chandigarh, Coimbatore, Indore & Kanpur	14 <sup>th</sup> & 15 <sup>th</sup> September, 2018
9.	Thane	19 <sup>th</sup> & 20 <sup>th</sup> September, 2018

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

S. No.	Centre	Last Date for company Registration	Last Date of online Short listing by Companies (Ist Round)	Online Consent giving by Candidates (Ist Round)	2 <sup>nd</sup> round online Short listing by Companies	Online Consent giving by Candidates (2nd Round)	Written Test /Psychometric Test (if any)
1.	Hyderabad, Mumbai & New Delhi	30 <sup>th</sup> July, 2018	10 <sup>th</sup> August, 2018	11 <sup>th</sup> -12 <sup>th</sup> -13 <sup>th</sup> August, 2018	14 <sup>th</sup> August, 2018	15 <sup>th</sup> August, 2018	21 <sup>th</sup> August, 2018
2.	Chennai	30 <sup>th</sup> July, 2018	10 <sup>th</sup> August, 2018	11 <sup>th</sup> -12 <sup>th</sup> -13 <sup>th</sup> August, 2018	14 <sup>th</sup> August, 2018	15 <sup>th</sup> August, 2018	23 <sup>rd</sup> August, 2018
3.	Bangalore	30 <sup>th</sup> July, 2018	10 <sup>th</sup> August, 2018	11 <sup>th</sup> -12 <sup>th</sup> -13 <sup>th</sup> August, 2018	14 <sup>th</sup> August, 2018	15 <sup>th</sup> August, 2018	24 <sup>th</sup> August, 2018
4.	Kolkata	30 <sup>th</sup> July, 2018	10 <sup>th</sup> August, 2018	11 <sup>th</sup> -12 <sup>th</sup> -13 <sup>th</sup> August, 2018	14 <sup>th</sup> August, 2018	15 <sup>th</sup> August, 2018	25 <sup>th</sup> August, 2018
5.	Ahmedabad, Jaipur & Pune	30 <sup>th</sup> July, 2018	10 <sup>th</sup> August, 2018	11 <sup>th</sup> -12 <sup>th</sup> -13 <sup>th</sup> August, 2018	14 <sup>th</sup> August, 2018	15 <sup>th</sup> August, 2018	27 <sup>th</sup> August, 2018
6.	Durgapur, Ernakulam & Kanpur	30 <sup>th</sup> August, 2018	7 <sup>th</sup> September, 2018	8 <sup>th</sup> September, 2018	10 <sup>th</sup> September, 2018	11 <sup>th</sup> September, 2018	On the day of Interview
7.	Bhubaneswar, Chandigarh, Coimbatore & Indore	30 <sup>th</sup> August, 2018	7 <sup>th</sup> September, 2018	8 <sup>th</sup> September, 2018	10 <sup>th</sup> September, 2018	11 <sup>th</sup> September, 2018	13 <sup>th</sup> September, 2018
8.	Thane	30 <sup>th</sup> August, 2018	7 <sup>th</sup> September, 2018	8 <sup>th</sup> September, 2018	10 <sup>th</sup> September, 2018	11 <sup>th</sup> September, 2018	18 <sup>th</sup> September, 2018

**Notes: 1. Sharing of database for Companies registered at S. No. 1, 2, 3, 4 & 5 centres begins on 6<sup>th</sup> August, 2018**  
**2. Sharing of database for Companies registered at S No. 6, 7 & 8 centres begins on 4<sup>th</sup> September, 2018**

**Orientation Programme: The schedule at various centres:**

S No	Centre	Date of the Orientation Programme
1	Mumbai,	19 <sup>th</sup> August, 2018 (Sunday)
2	Kanpur & New Delhi	20 <sup>th</sup> August, 2018 (Monday)
3	Bangalore & Jaipur	21 <sup>st</sup> August, 2018 (Tuesday)
4	Hyderabad & Kolkata	23 <sup>rd</sup> August, 2018 (Thursday)
5	Chennai	24 <sup>th</sup> August, 2018 (Friday)
6	Ahmedabad	25 <sup>th</sup> August, 2018 (Saturday)
7	Pune	26 <sup>th</sup> August, 2018 (Sunday)

**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, state by which date you will submit that membership Form-2.
3. Quote GMCS completion certificate No. or mention its completion date while registering on the placement portal.
4. For online registration please visit: <https://cmib.icai.org> and generate your password.
5. Then put your CA Final Roll No. to login at <https://cmib.icai.org>
6. Check the accuracy of the data already available on the portal concerning your candidature.
7. 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. In the event of not being selected in bigger centre but wish to change the smaller centre, you can do so through portal on 1<sup>st</sup> – 2<sup>nd</sup> September, 2018 (up to 5:00 P.M.).
12. Attend Orientation Programme (**which is mandatory**) at any of the 9 bigger centers, irrespective of the fact whether you have been shortlisted by any company till the date that event be held.
13. Strictly adhere to the dress code mentioned in the site [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)

14. Collect ICAI Lanyard immediately after marking your attendance in a venue, before attending the interview and carry it all along.
15. 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.icai.org>) regularly.
16. 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.
17. Try to attend interview of all the companies for which you have given consent.
18. Sign the printed Declaration Form that will contain your name/centre code, after you gave consent to **only one company** of your choice or you may fix a convenient date through mutual agreement.
19. Strictly adhere to the date by which the company wants you to join or you may fix a convenient date through mutual agreement.
20. Share your views and suggestion on the Feedback Form, once you completed interview.
21. Food stuffs would be available at the venue according to Orientation Programme and interview schedule.
22. 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.
23. 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.
24. 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.
25. **If you are not in genuine need of a job, avoid registering for Campus Placement Programme.**
26. If your article-ship will be completed after 30<sup>th</sup> April, 2018 please wait for next campus.
27. **Only shortlisted candidates would be allowed** to enter the venue during the days of campus interview.
28. Carry original mark-sheets only, if it was specifically required by the company that shortlisted you.
29. Stay present at the venue till you have completed attending all the interviews or gave consent to a particular company.
30. 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.**
31. **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.

### **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](mailto:cajob@icai.in) , for attending Campus.

**For Registration/ Guidance/Queries, please** write at [cajob@icai.in](mailto:cajob@icai.in) or contact at 011-30110555/525/450/491/526/548.

**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.