CONTACT: 2468282 E-Mail: vapi@icai.org

The Chairman,
Western India Regional Council of
The Institute of Chartered Accountants of India,
Vapi – 395191.

Please affix one photo here

Sub : **Course on General Management and Communication Skills (GMCS)**

I wish to attend the Course on General Management and Communication Skills (GMCS) of the duration of 15 days, batches of which are held by your Regional Council at Vapi and seek admission thereto. For the purpose, I request you to register me and permit me to attend the Course that may be held in due course. A **Demand Draft No.** _____ dated _____ for _____/- (Rupees _____Only) drawn on _____ **Bank** towards Course fee drawn in favour of the **Vapi Branch of WIRC of the ICAI** and **payable** at **Vapi** is enclosed.

I understand that the classes will be **on non-residential basis**, held on **six days a week basis** and that I will have to attend the classes for the whole duration of **15 days at a stretch** without any leave.

I also understand that those who have **passed Intermediate/Professional Education (Examination II) and have also completed two years of practical training** are permitted to undergo and complete 15 days Course on General Management and Communication Skills.

I declare that I am eligible to attend the captioned Course in the light of what is stated in the above paragraph. Accordingly, I give below my particulars for registration for the captioned Course :

1	Name (**BLOCK LETTERS**)			
2	Registration Number			
3	Details of Articles Training	**Commenced** on	**Completed 2 Yrs** on	**Completed fully** on
4	E-mail ID (**Mention Must**)			
5	**CA Final all groups cleared or not (if yes when):**			
6	Telephones	**O**	**R**	**M**
7	Postal Addresses			
	STD		**PIN**	

8 I declare that I have

(a) **passed** the Chartered Accountants **Intermediate** Examination / **PE** (Examination-**II**) as under :

Exam	Roll No.	Term/Year	Exam	Roll No.	Term/Year	Exam	Roll No.	Term/Year
Grps – **B**			Grp – **I**			Grp - **II**		

(b) **passed** the Chartered Accountants **Final** Examination under New Syllabus as under :

Exam	Roll No.	Term/Year	Exam	Roll No.	Term/Year	Exam	Roll No.	Term/Year
Grps - **B**			Grp – **I**			Grp - **II**		

OR / AND

(c) **appeared** in the **C**hartered **A**ccountants **Final** Examination as under : **RESULT OF WHICH IS AWAITED**

Exam	Roll No.	Term/Year	Exam	Roll No.	Term/Year	Exam	Roll No.	Term/Year
Grps - **B**			Grp – **I**			Grp - **II**		

[Please indicate as applicable and strike out whichever is not applicable]

I further declare that what is stated above is true and correct. **Yours faithfully**

Place : Date : **SIGNATURE**

Please Note : ↓

(1) There are limited seats (2) Those having completed the prescribed period of articles training and having passed both the groups of the CA Final Examination will be given preference (3) Attach attested copy of letter issued by the ICAI if completed prescribed period of training (4) There will ordinarily be two classes each day (except on Sundays. – First from 9.45 AM to 1.15 PM and the second from 1.45 PM to 5.15 PM. (5) the date(s)/venue when/where the Batch will commence/organized will be intimated in due course. (and subject to change due to exigencies) (6) Please note that GMCS Fees is valid only for One Year from the receipt of the application for GMCS Course. (7) When an offer is made, for any reason if the candidate is not in a position to attend particular batch, shall attend in the forthcoming batch within a period of 3 months ONLY. If still not undergone, the registration of the candidature shall be treated as cancelled and fresh registration has to be made. In the event of Fresh Registration the Candidate has to pay GMCS fees prevalent at that point of time.

FOR OFFICE USE	**GMCS/**	Receipt Issued No. _____ dated _____
I have noted and confirm that I will attend the Batch allotted to me		**Signature** (with date) of the **Registrant**