



The Institute of Cost Accountants of India

Greetings from the Institute of
Cost Accountants of India



Online Student Registration System

Online Student Registration System has been developed to facilitate the students to submit their online applications for various courses and various students' services of the Institute.

Online Student Registration System

THE STUDENTS CAN SUBMIT THEIR ONLINE APPLICATIONS FOR

COURSES

Foundation

Intermediate

Final

SERVICES

Conversion of registration status from provisional to regular

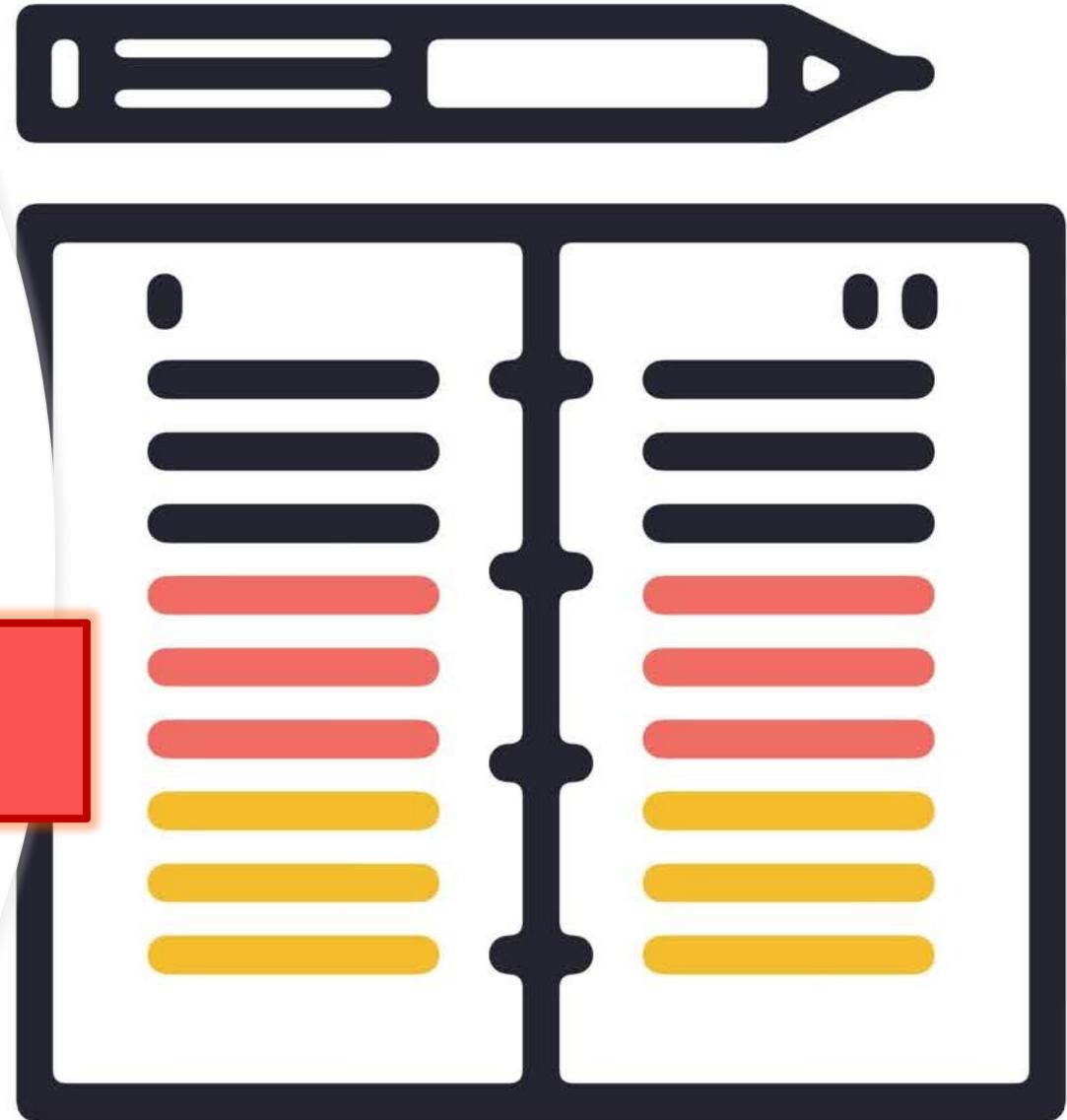
Conversion from Oral to Postal coaching and change from a Chapter/RC to another Chapter/RC

Denovo registration

Online Student Registration System

The students would require to create a login account on the online student registration system before they can submit their applications.

Let's start with creating a login account



Online Student Registration System

Go to the Institute website icmai.in

Click on Students Login link located in the top right corner.

This will take you to the Online student registration system login page.

The screenshot shows the ICAI website homepage. At the top right, there are navigation links: [HelpDesk](#), [Online Admission](#), [RTI Act](#), [Sitemap](#), [Direct Membership Fee payment](#), [Contact Us](#), and [Students Login](#). Below these are social media icons for Facebook, X, YouTube, and LinkedIn. A red arrow points to the [Students Login](#) link. The main navigation bar includes: [About](#), [Members](#), [Students](#), [Placement](#), [PD & CEP](#), [Taxation](#), [BFSI](#), [CAT](#), [Adv Studies](#), [Journal](#), [Industry Connect](#), and [EduConnect](#). The main content area features a large image of an inauguration ceremony with the caption: "The Inauguration Ceremony of National Chapters' Meet, 2024 held at Indore on 16th March 2024." To the right, there are sections for "Profile of the President" (CMA Ashwinkumar G. Dalwadi) and "Profile of the Vice President" (CMA Bibhuti Bhusan Nayak), both with "Read more" links. At the bottom, there is a "President Communique March 2024" section. The footer contains a blue bar with links: [Updates](#), [Notification](#), [Events](#), [Tender](#), [Students Connect](#), [UDIN](#), [Election-2023](#), and [Income Tax Act - Inventory Valuation](#). A circular logo for "Ask CMA Assistant" is also present in the bottom right corner.

Online Student Registration System

If you are an existing student,
select **1 - Create Login
Account (Existing Students)**

If you are a new applicant
select **2 - Create Login
Account (New Applicants)**

If you have already created a
login account, please login.

Student Login

Abu6m



Login

Works best in Microsoft Edge and Google Chrome

[Forgot Password](#)

[Create Login Account \(Existing Students\)](#)

1

[Create Login Account \(New Applicants\)](#)

2

Online Student Registration System

IT IS IMPORTANT TO SELECT THE CORRECT OPTION WHILE CREATING A LOGIN ACCOUNT. WRONG OPTION SELECTION CAN RESULT IN NON-AVAILABILITY OF REQUIRED OPTIONS ON THE STUDENT DASHBOARD.

If you are an existing student and create your login account as a new applicant, you will not see your registration details on the Dashboard. You will also not be able to apply for the student services.

Student Login

Abu6m



Login

Works best in Microsoft Edge and Google Chrome

[Forgot Password](#)

Create Login Account (Existing Students)	1
Create Login Account (New Applicants)	2

Online Student Registration System

1 - Create Login Account (Existing Students)

Enter Registration / Identification number.

Choose a password as per password policy.

Click on the Send OTP button. OTP will be sent on the registered email address.

 **Create Login Account**
Existing students of the Institute

An OTP will be sent to your email address registered with the Institute.

Registration / Identification Number

Password

Password must contain 1 Number, 1 Upper case alphabet, 1 Lower case alphabet, 1 Special character (@\$!%*?&) and password length must be at least 8 characters.

Confirm Password

[Send OTP](#)

[Click here to Login](#)

Online Student Registration System

Enter the OTP received in the OTP
textbox.

Click on the Verify OTP button.

OTP Sent to your email id . Please enter the OTP received.



Create Login Account

Existing students of the Institute

An OTP will be sent to your email address registered with the Institute.

Registration / Identification Number

██████████

Password

●●●●●●

Password must contain 1 Number, 1 Upper case alphabet, 1 Lower case alphabet, 1 Special character (@!%*?&) and password length must be at least 8 characters.

Confirm Password

●●●●●●

OTP



Verify OTP

[Click here to Login](#)

Online Student Registration System

After the success message, please click on the [Click here to Login](#) button.

The email address on which you received OTP is the Username and password is the one you created.

Your login account has been created. Please login using your email id as username and the password you created.



Create Login Account

Existing students of the Institute

An OTP will be sent to your email address registered with the Institute.

Registration / Identification Number

[Redacted]

Password

.....

Password must contain 1 Number, 1 Upper case alphabet, 1 Lower case alphabet, 1 Special character (@!%*?&) and password length must be at least 8 characters.

Confirm Password

.....

OTP



[Click here to Login](#)

Online Student Registration System

2 - Create Login Account (New Applicants)

If you have selected 2 - Create Login Account (New Applicants), you need to enter your email id in the first textbox. Rest of the process is same as is for the existing students.



Create Login Account

New applicants

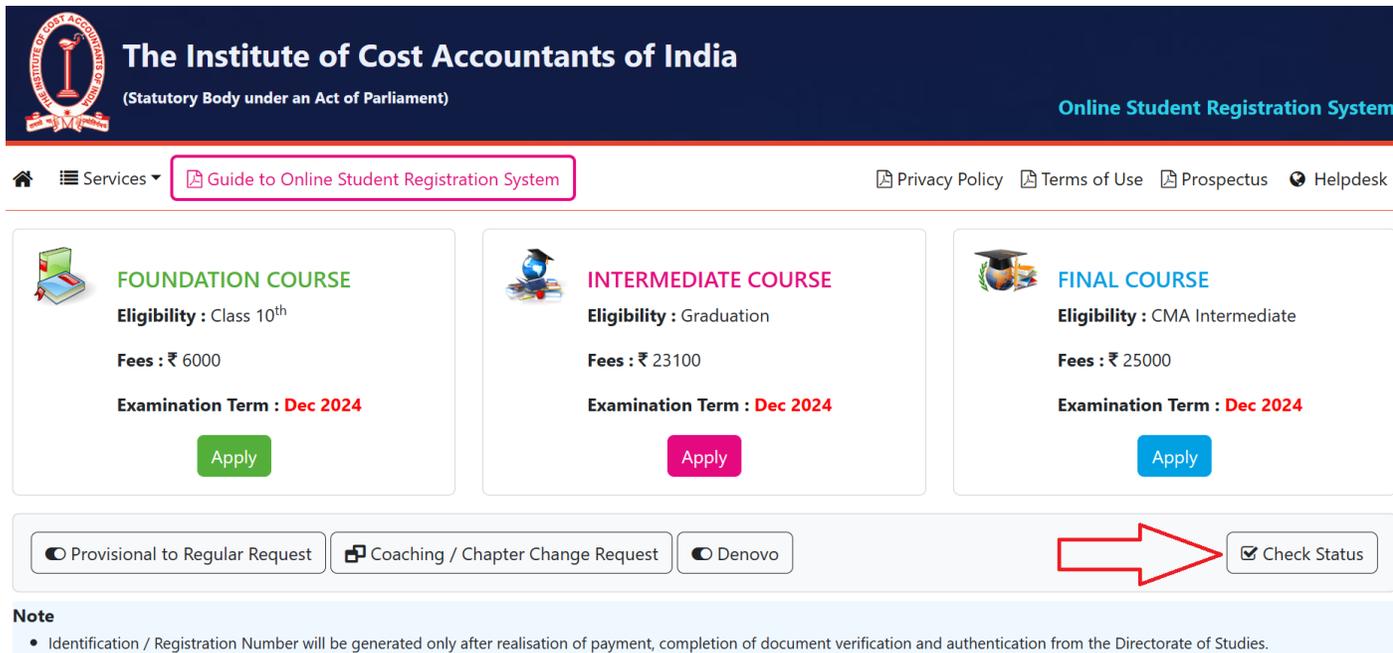
An OTP will be sent to your email address.

Password must contain 1 Number, 1 Upper case alphabet, 1 Lower case alphabet, 1 Special character (@!%*?&) and password length must be at least 8 characters.

Send OTP

[Click here to Login](#)

Online Student Registration System



The screenshot shows the website header for The Institute of Cost Accountants of India, a statutory body under an Act of Parliament. The page title is "Online Student Registration System". The navigation menu includes "Services", "Guide to Online Student Registration System", "Privacy Policy", "Terms of Use", "Prospectus", and "Helpdesk".

Three course options are displayed:

- FOUNDATION COURSE**: Eligibility: Class 10th, Fees: ₹ 6000, Examination Term: Dec 2024. Apply button is green.
- INTERMEDIATE COURSE**: Eligibility: Graduation, Fees: ₹ 23100, Examination Term: Dec 2024. Apply button is pink.
- FINAL COURSE**: Eligibility: CMA Intermediate, Fees: ₹ 25000, Examination Term: Dec 2024. Apply button is blue.

Below the course cards, there are buttons for "Provisional to Regular Request", "Coaching / Chapter Change Request", "Denovo", and "Check Status". A red arrow points to the "Check Status" button.

Note

- Identification / Registration Number will be generated only after realisation of payment, completion of document verification and authentication from the Directorate of Studies.

The students who have already submitted their applications for Foundation, Intermediate or Final courses using the old system but have not completed document upload or payment and wish to create their login account to complete their applications should click on check status button on the home page and proceed with their application number. Upon successful OTP verification of email address registered with the application number, the login account creation options will be available.

Online Student Registration System

Error Messages

1. No data found !

Cause : You have entered an invalid registration / identification number.

Solution : Please check and correct your registration / identification number.

2. Your email id is not registered. Please contact Directorate of Studies.

Cause : There is no email address in records against your registration number.

Solution : Please write to Directorate of Studies your email address and registration / identification number.

3. Invalid email id.

Cause : Registered email id against your registration number is incorrect.

Solution : Please write to Directorate of Studies your correct email address and registration / identification number.

Online Student Registration System

Error Messages

4. Email id belongs to another student.

Cause : Someone has already created a login account with the email address you have entered (As a new applicant).

Solution : Choose another email address.

5. You have already created your login account. Please login to submit the request.

Cause : You have already created your login account.

Solution : Please login.

Thank you

