

A candidate has to register for Foundation Course by filling Online Registration Form available on ICAI website (www.icaai.org) in "Course Registration Forms" under "Students tab". While filling the online form, candidates should take care of the following:

- After filling the Online Form pay the required fees online using the payment gateway.
- On successful payment, system will automatically generate the Form, which is to be printed.

Following documents are to be submitted to concerned Regional Office within 7 days of the date of online registration along with the print out of the online registration form, duly signed by the candidate.

- The duly signed printout of online successful registration form in hard copy
- Attested copy of Admit Card / Mark sheet of Class 12 examination issued by the respective Board
- One recent colour photograph (affixed on the printout of the online successful registration form)
- Attested copy of proof of Nationality, if student is a foreigner
- Attested copy of proof of special category certificate i.e SC/ST, OBC, Differently abled
- Attested copy of the 10th Marksheet/ Admit Card of 10th class indicating the Name & Date of Birth

The form and documents are to be submitted in consonance with the address at the following Regional Offices:

Gujarat, Maharashtra, Goa and Union Territories of Daman & Diu and Dadra & Nagar Haveli	<p>Western India Regional Council of The Institute of Chartered Accountants of India ICAI BHAWAN, 27, Cuffe Parade, Colaba, Mumbai – 400 005, Phone: 022 -39893989 Fax: 022-39802953</p> <p>ICAI Tower, C-40, G Block, Opp. MCA Ground, Beside Standard Chartered Bank, Bandra Kurla Complex, Bandra (East), Mumbai – 400 051 E-mail: wro@icai.in</p> <p>Rajasthan Vidyarthi GRUH, Lallubhai Park, Andheri West, Mumbai – 400 058</p>
Andhra Pradesh, Telangana, Kerala, Karnataka , Tamil Nadu and the Union Territories of Pondicherry and Lakshadweep Islands	<p>Southern India Regional Council of The Institute of Chartered Accountants of India ICAI BHAWAN, 122, M.G. Road, Post Box No. 3314, Nungambakkam, Chennai – 600 034 Phone: 044-39893989 Fax: 044-30210355 E-mail: sro@icai.in</p>
Assam, Meghalaya, Nagaland, Odisha, West Bengal, Manipur, Tripura, Sikkim, Arunachal Pradesh, Mizoram, Andaman -Nicobar Islands	<p>Eastern India Regional Council of The Institute of Chartered Accountants of India ICAI BHAWAN, 7, Anandilal Poddar Sarani (Russell Street), Kolkata – 700 071 Phone: 033-39893989, Fax: 033-30211145 E-mail: ero@icai.in</p>
Uttar Pradesh, Bihar, Madhya Pradesh, Rajasthan, Uttarakhand, Chhattisgarh and Jharkhand	<p>Central India Regional Council of The Institute of Chartered Accountants of India ICAI BHAWAN, Post Box No. 314, 16/77 B, Civil Lines, Behind Reserve Bank of India, Kanpur – 208 001 Phone: 0512-3989398, Fax: 0512-3011173 E-mail: cro@icai.in</p>
Delhi, Haryana, Himachal Pradesh, Jammu & Kashmir, Punjab and Union Territory of Chandigarh	<p>Northern India Regional Council of The Institute of Chartered Accountants of India ICAI BHAWAN, 52-54, Institutional Area, Vishwas Nagar, Shahdara, Near, Karkardooma Courts, Delhi - 110 032 Phone: 011-39893990, 30210601, Fax: 011-30210680 E-mail: nro@icai.in</p>

On completion of the registration process, the study material will be sent to the candidates through Centralized Dispatch System (CDS).

REGISTRATION FEE

Sl. No.	Details of Fee	Rs.	For foreign Students (US \$)
1	Cost of Foundation Prospectus	200	20
2	Foundation Registration fee	9,000	700
3	Subscription for Students' Journal (For One Year) (Optional)	200	20
4	Subscription for Members' Journal (For One Year) (Optional)	400	40
TOTAL		9,800	780