



Benefits of pursuing B.com with CS

About Company Secretary

A Company Secretary is a senior position in a private sector company or public sector organization. Also known as Compliance Officers, it is one of the positions that is a part of the key managerial personnel (which usually includes the CEO & CFO) of any company. In large American and Canadian publicly listed corporations, a Company Secretary is typically named a Corporate Secretary. The Institute of Company Secretaries of India (ICSI) is the only recognized professional body in India to develop and regulate the profession of Company Secretaries in India. A Company Secretary is responsible for the efficient administration of a company, particularly with regard to ensuring compliance with statutory and regulatory requirements and for ensuring that decisions of the board of directors are implemented.

A company secretary takes care of all the practices in an organization in order to ensure the organization's legal and financial acceptance. He has expertise in security laws, corporate governance, corporate laws and so forth. He ensures that company-decisions made by the board of Directors are adhered to. If you hold a legal skill, a good communication skill, and can contemplate over the corporate issues. Well, you can find a company secretary job very interesting. A company secretary acts like a bridge between the Board of Directors and the company. As a result, his job is laden with crucial responsibilities; but these responsibilities, when surmounted, provide him a wider scope of his success in life. Communicating with stakeholders is also a part of their role. Being a company secretary represents a high, valuable position in an organization. But, some also choose to work independently as self-employed.



Benefits Of Becoming A Company Secretary

As company secretary is a high position in an organization, mainly as a compliance officer, he receives various benefits in his job. Being an efficient company secretary, he gets enormous job opportunities. A company secretary is a well-reputed and a high-responsibility job. There lie tremendous opportunities and a good starting salary for a company secretary in today's world. If you hold a legal aptitude, good communication, critical thinking and problem solving skills, the career as a company secretary, well, can draw you towards itself.

Levels in Company Secretary

The CS Qualification has been divided into 3 levels :

- CSEET - 4 Papers
- CS Executive - 8 Papers

1. Month Executive Development Program (EDP) by ICSI

2. 21 Months Articleship

- CS Professional Level - 9 Papers

Exams

- CSEET are MCQ's and computer based exams ('CBE') and are conducted 4 times a year in the months of May, July, November and January.
- CS Executive and Professional Level which paper based exams are conducted 2 times a year in the months of June and December.

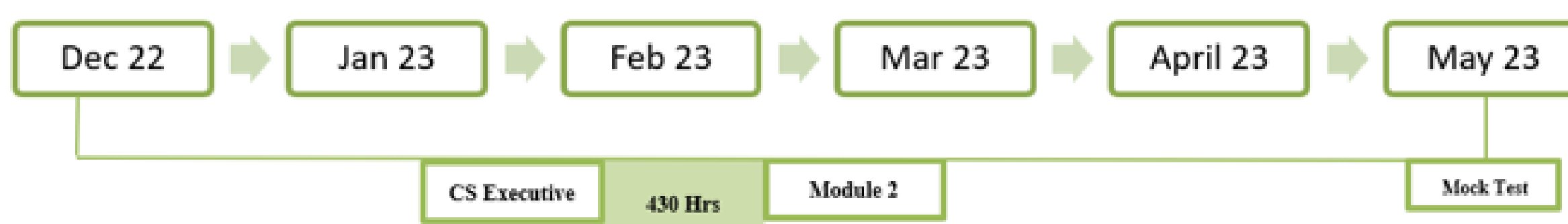
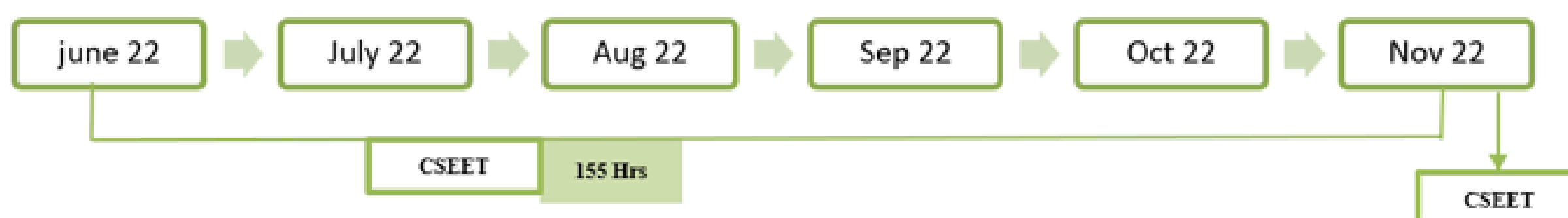
CS Passing Criteria

- Minimum of 40 percent marks in each paper and 50 % in Aggregate.
- It takes 4 to 5 years to complete all the exams & other Training Programmes of the CS course.



Company Secretary Tentative Course Timeline

1st Year



2nd Year

