

Campus Placement Programme for Newly Qualified Chartered Accountants February-March, 2010

A. The schedule for Campus Interview February-March, 2010

The **CMII** provides opportunity to the employers to interact with newly qualified Chartered Accountants and makes all arrangements at its centres, thereby providing a cost effective mode of recruiting newly qualified Chartered Accountants. An organisation and firms of Chartered Accountants can participate in one or more centres.

Start Date for filling up initial details (Candidate who have qualified in June 2009, November, 2008 or May 2008 CA Final Examination and completing their articleship or GMCS between 1st November, 2009 and 30th April, 2010): **5th January 2010**

Start Date of candidate registration for November, 2009 CA Final qualified (and others as mentioned above) candidates: 1st February, 2010

Last date for candidate registration¹: 4th February, 2010

Opening of database for Companies

i) For Bigger centres: 10th February 2010 **ii) for smaller Centres :** 12th March 2010

Campus Interview Dates

Category	Centre	Dates*
Bigger Centre	Bangalore, Chennai, Kolkata, Mumbai and New Delhi,	4 th , 5 th , 6 th , 8 th , 9 th , 10 th March 2010
Smaller Centre	Ahmedabad, Hyderabad, Jaipur and Pune	23 rd , 25 th , 26 th March 2010
	Chandigarh, Coimbatore, Ernakulam, Indore, Kanpur, Ludhiana, Nagpur and Surat	23 rd , 25 th , 26 th March 2010

Centre	Maximum No. of companies in any single day	Last Date of Registration for Companies * Upto 05:00 PM	Last Date of Short-listing by Companies Upto 11:00 PM	Consent sending by Candidates#	Written Test (if any)
Bangalore, Chennai, Kolkata, Mumbai & New Delhi	6	18th February 2010	23rd February 2010	27th-28th February-1 st March 2010	3rd March 2010
Ahmedabad, Hyderabad, Jaipur & Pune	5	12th March 2010	16th March 2010	19 th -20 th March 2010	22nd March 2010
Chandigarh Coimbatore Ernakulam, Indore, Kanpur Ludhiana, Nagpur & Surat	4	12th March 2010	16th March 2010	19 th -20 th March 2010	22nd March 2010

¹ Candidate Registration will be reopened on 10th March and 11th March 2010(12:00 Midnight) for the Candidates who are eligible for Campus Placement Programme Feb-Mar,2010 and could not registered within stipulated timeframe. (Those candidates database would be given to organisations participating at Ahmedabad, Hyderabad, Jaipur, Pune, Chandigarh, Coimbatore, Ernakulam, Indore, Kanpur, Ludhiana, Nagpur and Surat centres)

Orientation Programme Schedule

	Centre Name	Date
Bigger Centre	Kolkata ,Chennai, Mumbai	17th – 18th February 2010
	Delhi, Bangalore	23rd – 24th February 2010
Smaller Centre	Ahmedabad, Jaipur, Hyderabad, Pune	19th February 2010
	Chandigarh, Coimbatore, Ernakulam, Indore, Kanpur,Ludhiana & Nagpur	20th February 2010
	Surat	27th February 2010

It has been decided that those candidates who have opted a Bigger Centre as the first choice for appearing in Campus Placement Programme may attend the Orientation Programme at any centre to avoid the inconvenience caused due to one more trip to bigger centre only for attending the Orientation Programme to the Bigger centres.

Norms for Allotment of Day Slots for participating in the Campus Interviews February-March, 2010:

The allotment of days in the Campus Placement Programme will be made by CMII Secretariat as per the following norms:

Centre*		Priority 1	Priority 2
Delhi, Kolkata, Mumbai, Chennai and Bangalore	Day 1	Companies Paying CTC Rs. 7 lacs & above to all the candidates.	Companies which want to recruit more than 20 candidates from a centre & paying CTC more than Rs. 6 lacs to all the candidates.
	Day 2	Companies Paying CTC 6 lacs & above to all the candidates.	Companies which want to recruit more than 20 candidates from all locations & paying CTC more than Rs. 5 lacs to all the candidates.
	Day 3	Companies Paying CTC Rs. 5 lacs & above to all the candidates.	Companies which want to recruit 15 candidates from all locations & paying CTC more than Rs. 4.5 lacs to all the candidates.
	Day 4 Onwards	First come First Served Basis	---
Ahmedabad, Hyderabad, Jaipur, Pune	Day 1	Companies Paying CTC Rs. 5 lacs & above to all the candidates	Companies which want to recruit more than 20 candidates from all locations & paying CTC more than Rs. 4 lacs to all the candidates
	Day 2 Onwards	First come First Served Basis	---
Chandigarh,Coimbatore, Ernakulam,Indore, Kanpur, Ludhiana, Nagpur & Surat First Come First Served Basis			

All the above priorities are based on **First come First Served Basis**

* Companies participating at day 1 and day 2 should give minimum salary to all the candidates selected as mentioned in priority table and also recruiting entities required to **disclosure of package**.

Note: CTC* means cost to company. It is the total cost that an Organisation is spending towards their employees which includes **Salary details** like Basic salary, House Rent Allowance, Company Leased Accommodation, Daily Allowance, City Compensatory Allowance, Special Allowance, Conveyance Allowance, Lunch Allowance, Entertainment Allowance, Books/Periodicals Allowance, Education Allowance, House Maintenance Allowance, Furnishing Allowance, Dress/Uniform Allowance, Other allowances; **Benefits/Perks/Reimbursements** like Value of company car, Car subsidy (or equivalent tax savings), Driver's salary, Maintenance and Petrol Expenses, Leave Travel Allowance, Canteen Subsidy, Telephone Expenses, Mobile Phone, Club Membership, Electricity/Gas, Servant/Gardener, Credit Cards, Furnishings/Durables, Holiday facilities, Medical reimbursements, Medical insurance, Personal Accident Scheme, other benefits; **Retirals** like Provident fund, Superannuation fund, Gratuity; **Bonus** like Fixed Bonus, Productivity linked Variable Bonus, Any other performance oriented incentive including Stock Option Plan and; **Soft Loans** like Interest subsidy, etc.

B. The tariffs for campus interviews to be held in February-March, 2010 shall be as follows:

l) For the Corporates*:

Participation at		Fee per centre per day			
		Day 1	Day 2	Day 3	Subsequent Days
a.	Mumbai and New Delhi	Rs. 3,50,000	Rs. 2,00,000	Rs. 1,50,000	Rs. 1,00,000
b.	Chennai, Kolkata, Bangalore	Rs. 2,00,000	Rs. 1,50,000	Rs. 1,00,000	Rs. 70,000
c.	Ahmedabad,Hyderabad,Jaipur and Pune	Rs 70,000	Rs. 60,000	Rs. 50,000	NA
d.	Chandigarh,Coimbatore, Ernakulam,Indore,Kanpur Ludhiana,Nagpur & Surat	Rs. 35,000	Rs. 20,000	NA	
e.	Additional Fee payable in case the recruiting entity continues the interview on the second day after Day 3 at Mumbai, New Delhi, Chennai, Kolkata and Bangalore and Day 2 at other centres	Rs. 70,000 for Mumbai and New Delhi Rs. 50,000 for Chennai, Kolkata and Bangalore Rs. 40,000 Ahmedabad,Hyderabad ,Jaipur and Pune Rs. 20,000 for Other Centres			
f.	Fee payable for holding written test prior to the conduct of campus interviews	Rs. 1,50,000 for Mumbai and New Delhi Rs. 1,00,000 for Chennai, Kolkata and Bangalore Rs. 40,000 for Ahmedabad,Hyderabad,Jaipur and Pune Rs. 25,000 for other centres			
g.	Conducting of online psychometric test only at the day of written test	Rs. 50,000/- Per Centre			

*Plus service tax @10.3% applicable

II) For the Firm of Chartered Accountants (having more than ten partners)*:

Participation at		Fee per centre per day			
		Day 1	Day 2	Day 3	Subsequent Days
a.	Mumbai and New Delhi	Rs. 3,50,000	Rs. 2,00,000	Rs. 1,50,000	Rs. 30,000
b.	Chennai, Kolkata, Bangalore	Rs. 2,00,000	Rs. 1,50,000	Rs. 1,00,000	Rs. 30,000
c.	Ahmedabad,Hyderabad,Jaipur and Pune	Rs 70,000	Rs. 60,000	Rs. 30,000	NA
d.	Chandigarh,Coimbatore, Ernakulam,Indore,Kanpur Ludhiana,Nagpur & Surat	Rs. 35,000	Rs. 20,000	NA	
e.	Additional Fee payable in case the recruiting entity continues the interview on the second day after Day 3 at Mumbai, New Delhi, Chennai, Kolkata and Bangalore and Day 2 at other centres	Rs. 25,000 for Mumbai and New Delhi, Chennai, Kolkata and Bangalore Rs. 30,000 Ahmedabad,Hyderabad ,Jaipur and Pune Rs. 15,000 for Other Centres			
f.	Fee payable for holding written test prior to the conduct of campus interviews	Rs. 1,50,000 for Mumbai and New Delhi Rs. 1,00,000 for Chennai, Kolkata and Bangalore Rs. 40,000 for Ahmedabad,Hyderabad,Jaipur and Pune Rs. 25,000 for other centres			
g.	Conducting of online psychometric test only at the day of written test	Rs. 50,000/- Per Centre			

*Plus service tax @10.3% applicable

III) For the Firm of Chartered Accountants (upto ten partners)*:

Participation at		Fee per centre per day			
		Day 1	Day 2	Day 3	Subsequent Days
a.	Mumbai and New Delhi	Rs. 2,00,000	Rs. 1,00,000	Rs. 60000	Rs. 25,000
b.	Chennai, Kolkata, Bangalore	Rs. 1,20,000	Rs. 80,000	Rs. 60,000	Rs. 15,000
c.	Ahmedabad, Hyderabad, Jaipur and Pune	Rs. 60,000	Rs. 50,000	Rs. 25,000	NA
d.	Chandigarh, Coimbatore, Ernakulam, Indore, Kanpur Ludhiana, Nagpur & Surat	Rs. 25,000	Rs. 20,000	NA	
e.	Additional Fee payable in case the recruiting entity continues the interview on the second day after Day 3 at Mumbai, New Delhi, Chennai, Kolkata and Bangalore and Day 2 at other centres	Rs. 15,000 for any of Centres			
f.	Fee payable for holding written test prior to the conduct of campus interviews	Rs. 1,00,000 for Mumbai and New Delhi Rs. 60,000 for Chennai, Kolkata and Bangalore Rs. 25,000 for Ahmedabad, Hyderabad, Jaipur and Pune Rs. 20,000 for other centres			
g.	Conducting of online psychometric test only at the day of written test	Rs. 40,000/- Per Centre			

* Plus service tax @10.3% applicable

C. Special Recruitment Window in www.icai.org and www.cmii.icai.org

A special recruitment window with a designated URL can be provided to the companies on the payment of Rs. 4,00,000 (Rs. Four lacs only) at www.icai.org and www.cmii.icai.org . The window shall be kept live for one month from the day of hosting. In addition there will be service tax applicable to be paid by them.

D. Supply of Database of All India Merit List along with contact details

The charges for the Supply of Database of All India Merit List along with contact details shall be as follows. In addition there will be service tax applicable to be paid by them.

1. Before the start of campus interview @ Rs.3,00,000/-
2. After Campus interviews are over @Rs. 50,000/-

E. Indicative guidelines for Companies:

1. Pre Placement Talk (Soft Copy Format) of the Companies shall be made available on the Placement Portal www.cmii.icai.org for the information of Newly Qualified Chartered Accountants. It will also be compulsory for the companies to send a soft copy of their Pre-Placement talk for uploading on the placement portal. The companies need to specify clearly

- **Geographical location & no. of positions of placement centrewise** . It will be visible in the candidate's login that which other centres the company is participating other than the centre, from where the candidate has registered for the Campus Interviews.
- **Job profile** with description + responsibilities + preferably **Place of posting** in Department.
e.g If a company 'Y' has posted 50 vacancies on portal for Corporate Banking, then the break-up of positions should be mentioned as Credit Mgr-20, Relationship Mgr-10, Global Investment Banking-20etc .
- The timing of the shift i.e US,UK or India.
- Age limit,if any
- Reservation Status e. g. How many vacancies for General/OBC/SC/ST/PH
- If there is any cut off for percentage of Marks/attempt in CA Foundation/Inter/Final
- The company should also inform the process of recruitment i.e whether the company will hold GD/WrittenTest/Personal Interviews

2. Companies participating in Campus Placement Programme February-March, 2010 shall have to mandatory to give offer letter to the selected candidates in writing on the same date of Interview itself.
3. Shortlisting by individual recruiting entities shall be restricted to maximum **fifteen times** of the number of vacancies in that particular organisation, which are expected to be filled up from a particular Campus Placement Programme centre.
4. The Committee has also decided minimum CTC for the companies who will participate in Campus Placement Programme February-March, 2010, are as follows.

At Bangalore, Chennai, Kolkata, Mumbai and New Delhi:

- (i) CA firms employing members – Rs.3.00 lacs
- (ii) Any other Company employing members – Rs.3.50 lacs

At other centres viz Chandigarh, Ernakulam, Nagpur, Coimbatore, Indore, Kanpur, Ludhiana, Ahmedabad, Jaipur, Hyderabad, Pune and Surat:

- (i) CA firms employing members – Rs.2.50 lacs
- (ii) Any other Company employing members – Rs.3.00 lacs

5. Companies must now give us centre-wise indicative figure for recruitment and so that they can shortlist the candidates centre-wise accordingly.

6. Consideration of lowest CTC for allotting day/slot priority

If companies are giving two different pay packages i.e. to rank holders and non-rank holders, the lower amount paid to the candidates shall be taken into consideration for granting Day 1, Day 2 and Day 3 status. **e.g.** If a Co "X" mentioned the no. the CTC to be 8

lacs for Day 1 priority but bifurcated the offering into two halves i.e for rank holder- Rs.8 lacs & 5.6 lacs to other candidates. Then the 5.6lacs CTC would be considered for allotting the Days.

7. Requirement of Bond signed by companies- If any company is required bond with the candidates then they must specify the :
 - a. Period of the bond
 - b. The Amount of the Bond

8. At the time of interview, companies must have in the interview Board a representative from Technical side and a representative from HR side and decisions on the selection should be communicated to the candidates on the same day.
9. Companies should not interact directly with candidates for collecting hardcopies of Bio data etc.
10. Once the access of database has been provided to the companies, the participation fee shall neither be refunded nor adjusted under any circumstances.

F. Indicative guidelines for Candidates:

1. A candidate can appear for only **Five** interviews irrespective of the fact that he/she is short listed by several organisation but at the moment he is offered job by any organisation and is accepted by him/her in writing then the candidate will not be permitted to attend the rest of the campus interviews.
2. **Eligibility for appearing in Campus Placement Programme to be held in February-March, 2010**

The candidates who fulfil the following criteria are eligible to appear in the Campus Placement Programme to be held in February-March, 2010:

Sl.No.	Criteria			
	Clearance of Final Examination of Chartered Accountancy Course ²	Completion of GMCS Course	Completion of Articledship	Submission of Application for ICAI Membership*
1	Novemeber,2009	30 th April,2010	30 th April,2010	15 th May,2010
2	June 2009	Between 1st November,2009 and 30 th April,2010	Between 1st November,2009 and 30 th April,2010	

* While attending the Orientation Programme/Campus Interviews candidates should either carry the relevant proof of applying for the membership of the Institute or should submit a written declaration that they would apply for the membership by 15th May, 2010.

3. Attending of Orientation Programme for the Newly Qualified Chartered Accountants shall be compulsory for participation in Campus Placement Programme.
4. **Dress Code** as prescribed and approved by the Council for the Members of ICAI has been made mandatory for attending the Campus Placement Programme February-March, 2010. Kindly visit <http://www.cmii.icaai.org/imgs/recommend.pdf>.
5. Candidates of Bigger centres i.e. Mumbai, New Delhi, Chennai, Kolkata and Bangalore shall fill in their **second choice Online** on placement portal <http://www.cmii.icaai.org> of appearance from the smaller centres viz Ahmedabad, Chandigarh, Coimbatore, Ernakulam, Hyderabad,

² Candidate who have qualified in May 2008 or November, 2008 CA Final Examination and completing their articledship or GMCS between 1st November,2009 and 30th April,2010 are also eligible.

Indore, Jaipur, Kanpur, Ludhiana, Nagpur, Pune & Surat centres so that if any company from those bigger centres does not select the candidate, their database would be merged with the centre of their second choice from the smaller centres.

6. From Day 3 in Campus Placement Programme at bigger centre (Bangalore, Delhi, Chennai, Kolkata and Mumbai) and Day 2 onwards at smaller respective centres a candidate may be allowed to appear for interview, if not selected earlier, in case, there is an **open interview** by any company.

Advices to the candidates

1. Organisations participating in the Campus Placement Programme prefers that the candidates selected by them should be ready to join the organisations immediately and should not claim that their GMCS / Articleship is pending and requires more time to join, which will affect the overall quality of the campus placement programme and its success which primarily driven by number of organisations participating and the positions offered. Accordingly these cut off dates have been prescribed.
2. Where the candidates have qualified in **November, 2009** final examination but their articleship and/or GMCS is pending as on 1st May, 2010, they shall be permitted to appear in the Campus Placement Programme to be held in **Aug-Sep, 2010**.
3. Candidates should not select a Campus Interview Centre which are is away from their place of residence because companies at chosen centre may decide the posting location of the candidate presuming that they belong to that particular Campus Interview Centre area. (In other words such candidate may face problem relating to location of the posting).
4. Before applying for Campus Placement programme kindly make sure the following
 - a. You are in genuine need of a Job and wish to utilize the ICAI's Campus Placement Programme for the same.
 - b. You will select the company (for attending the Interviews) in which you are really interested to join, if you get job offer in that Company.
 - c. If you join the an organization through this Campus Placement Programme, you will continue to work in the particular organization for a reasonable period of time with a view to maintain and improve the image of Campus Placement Programme of ICAI.

INVITATION TO EMPLOYERS

Organisations intending to recruit Newly Qualified Chartered Accountants through the scheme given below are requested to get in touch with Sri S Suneja, Secretary, Committee for Members in Industry, Indraprastha Marg, New Delhi - 110002, Tel. No. (011) 30110450/491 E-mail: placements@icai.org, secretarycmii@icai.org ; Fax- +91(11) 30110583 (or) Mr. Ajeet Nath Tiwari, Placement Coordinator, at Tel +91(11) 30110450 or log on to www.cmii.icai.org or <http://www.icai.org> .

Chairman, CMII