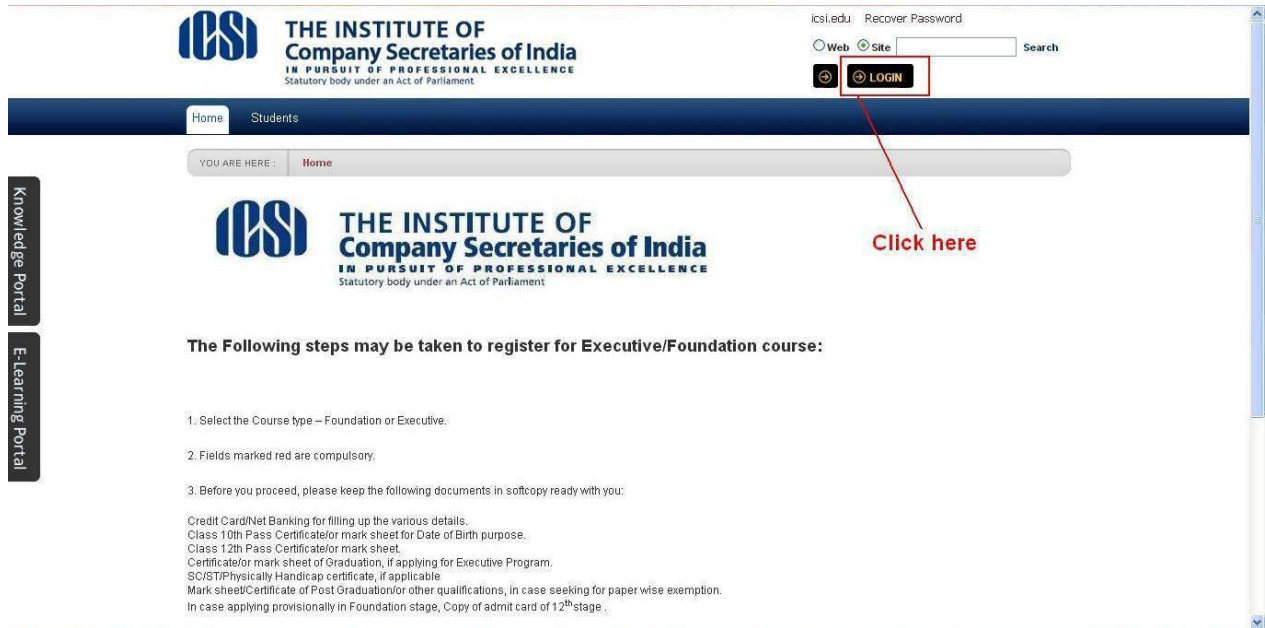


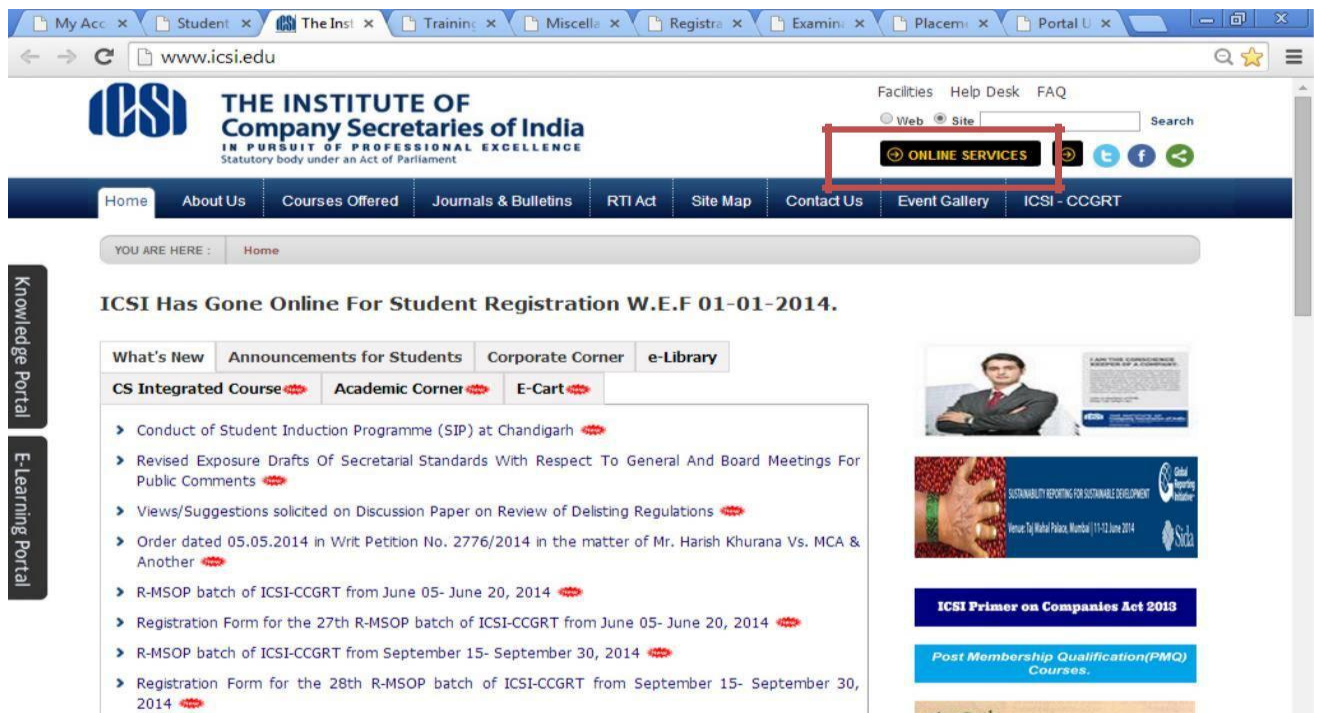
## User Manual to Edit your Contact Details

Below are the steps that you need to follow to edit your Contact Details.

1. Go to [www.icsi.in/student/Home.aspx](http://www.icsi.in/student/Home.aspx) or <http://www.icsi.edu/>
2. Click on login Button.



OR



OR

Go to Home → then Click on Check Your Account (Post Registration) Link

THE INSTITUTE OF  
Company Secretaries of India  
IN PURSUIT OF PROFESSIONAL EXCELLENCE  
Statutory body under an Act of Parliament

Web Site Search

LOGIN

Home Students Members Companies icSI.edu My Cart Delegate Registration What's New

YOU ARE HERE : Home

Students Members Companies Vendors

INSTRUCTIONS:

- Click here for Online Registration - Foundation /Executive Programme
- Click here to **Check your Account (Post Registration)**.
- Click here to Find New Student Application Status / Registration Number.
- Procedure to Create Password by the Students.
- Click here to Get Student Denovo Registration Number.
- Click here to Check Payment Status.
- Successfully remitted Examination Fee for June, 2016 Session! Click here to verify Exam Enrollment Status
- You are further advised to download your registration letter and Identity Card from our website by logging in here . In case any discrepancy is found in any information submitted by the student, he/she will be intimated accordingly.
- Students are advised to keep their email id and mobile number updated in the system at all times
- Students can apply for Verification of marks through Exam Verification Request link at MyAccount page.

3. Now enter your Username & password

icSI.edu Recover Password

Web Site Search

LOGIN

Home Students

YOU ARE HERE : Home

Knowledge Portal

E-Learning Portal

Username: [ ]

Password: [ ]

Login

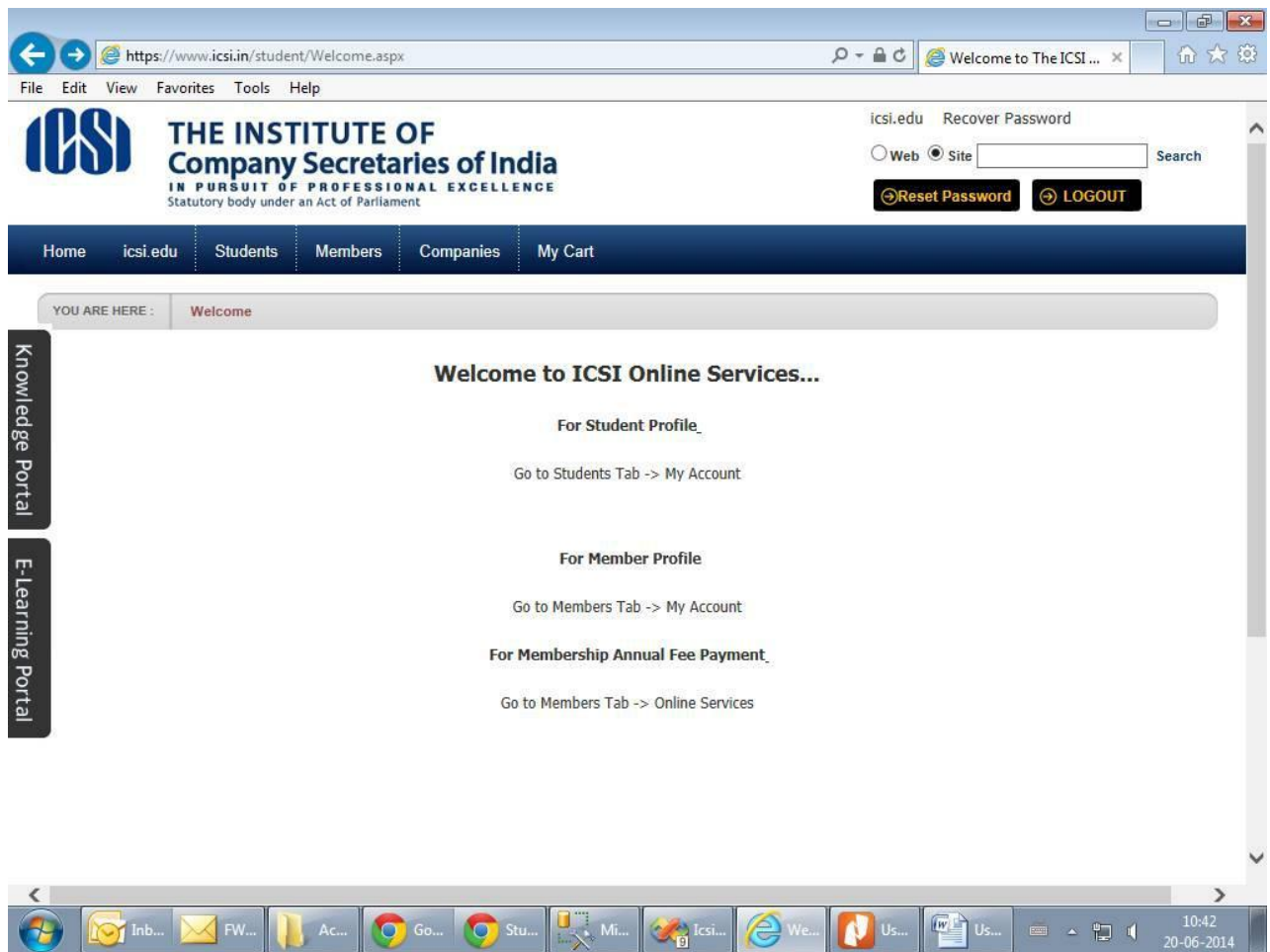
Retrieve Password

Enter here

Click here

4. Now click on login button

5. After successful login, you will get the next Welcome screen.



6. Go to Students → My Account.

The screenshot displays the ICSI (The Institute of Company Secretaries of India) website. The browser address bar shows <https://www.icsi.in/student/Welcome.aspx>. The website header includes the ICSI logo and the text "THE INSTITUTE OF Company Secretaries of India IN PURSUIT OF PROFESSIONAL EXCELLENCE Statutory body under an Act of Parliament". A search bar and links for "Reset Password" and "LOGOUT" are also present.

The main navigation menu includes "Home", "icsi.edu", "Students", "Members", "Companies", and "My Cart". The "Students" menu is expanded, showing "Student Registration" and "My Account". The "My Account" option is highlighted with a red rectangle.

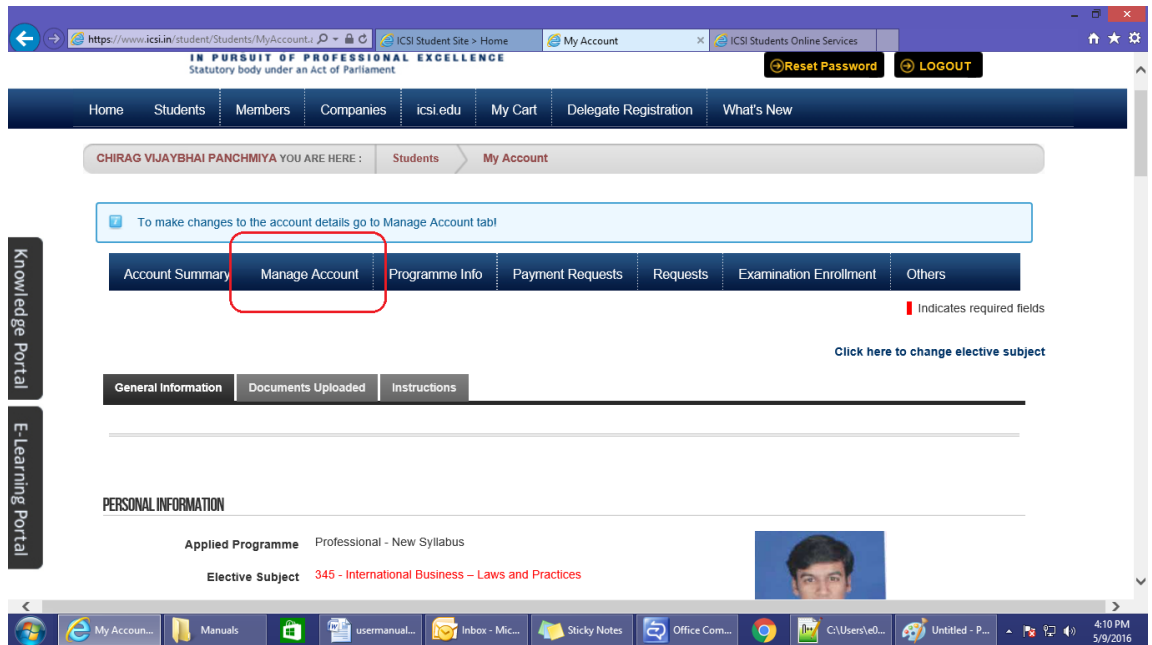
Below the navigation menu, the "YOU ARE HERE" breadcrumb trail shows the path: "Home > icsi.edu > Students > My Account".

The main content area contains instructions for different user profiles:

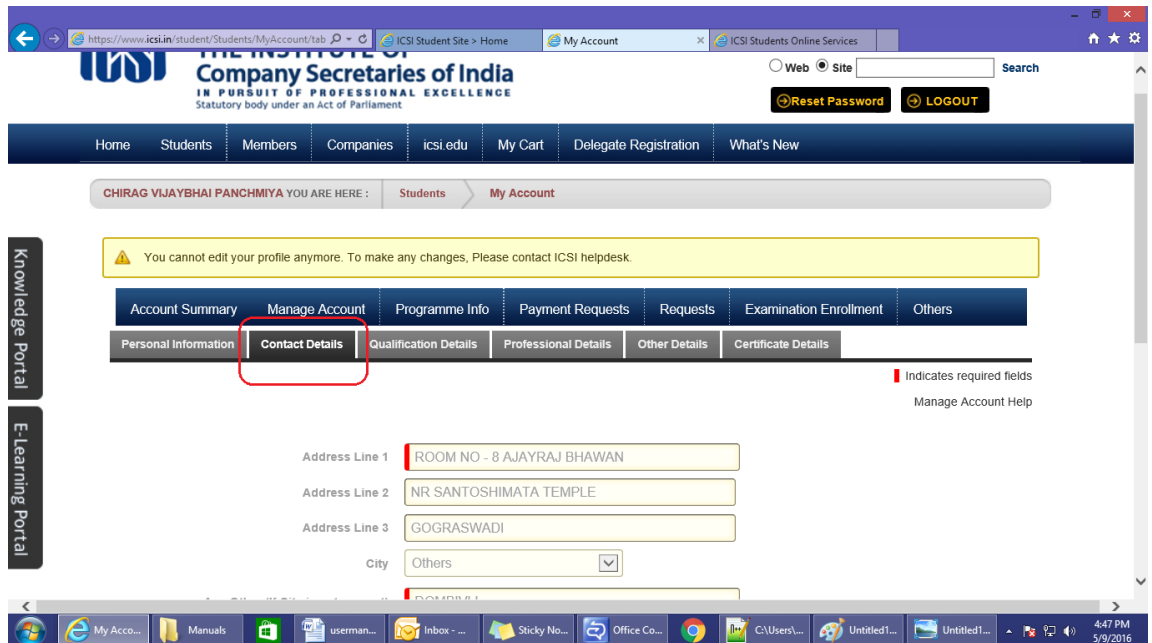
- For Student Profile**  
Go to Students Tab -> My Account
- For Member Profile**  
Go to Members Tab -> My Account
- For Membership Annual Fee Payment**  
Go to Members Tab -> Online Services

The Windows taskbar at the bottom shows the system clock as 10:41 on 20-06-2014. The taskbar includes icons for various applications, including Internet Explorer, Google Chrome, and Microsoft Word.

7. Click on Manage Account.



8. Click on Contact Details and edit your contact details.



9. Click on Submit Button.

10. Note: You can only edit your details before approval of Registration.