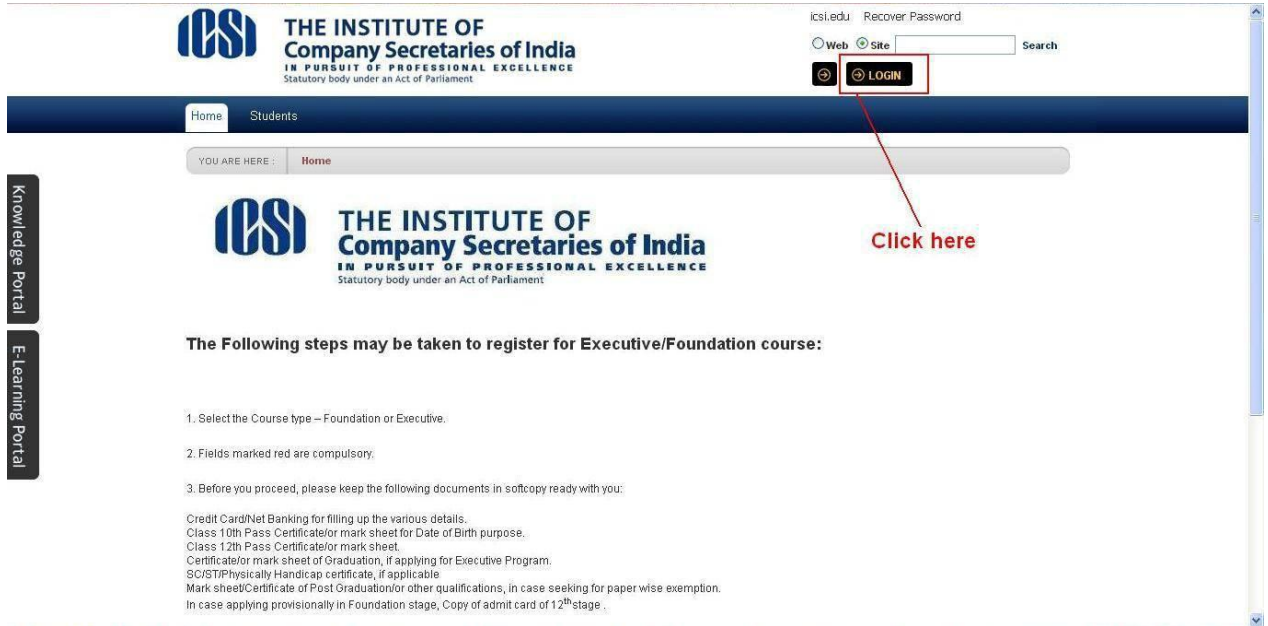


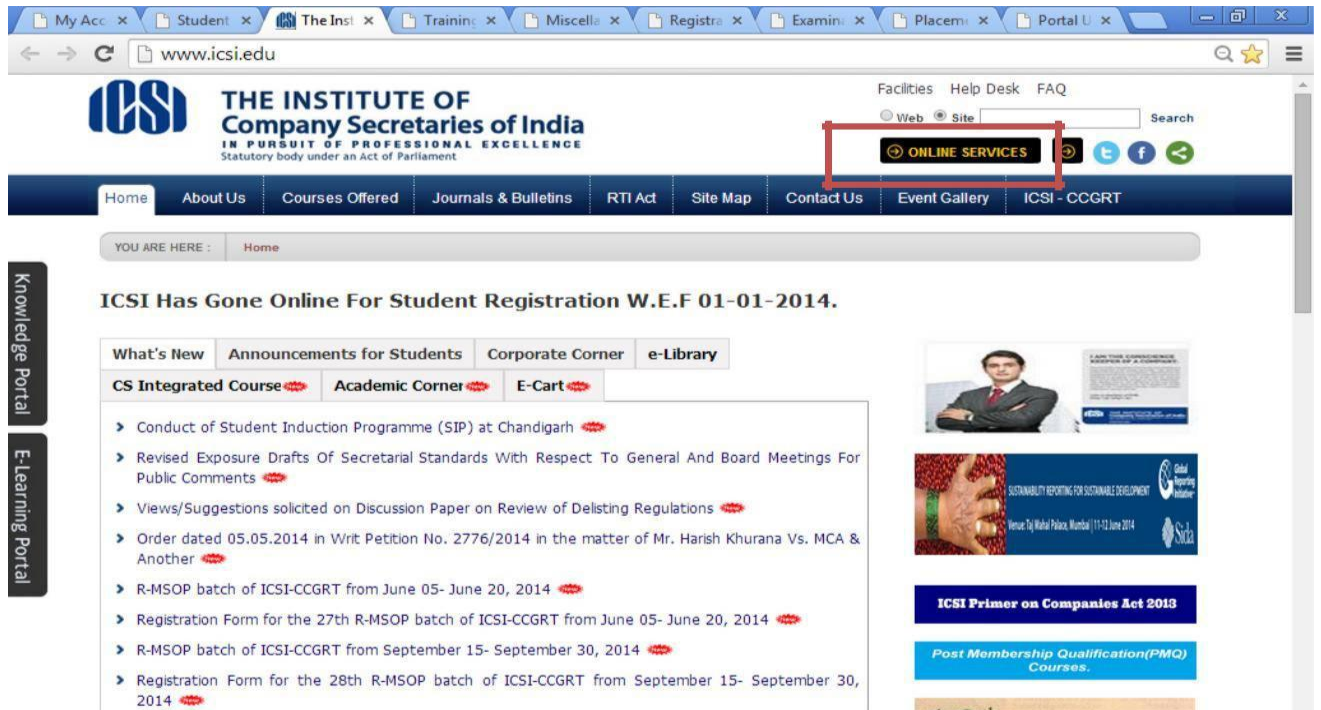
User Manual to Edit Other Details

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

1. Go to 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

3. Now enter your Username & password

4. Now click on login button

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

The screenshot shows a web browser window displaying the ICSI Online Services Welcome screen. The browser's address bar shows the URL <https://www.icsi.in/student/Welcome.aspx>. The page 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". There are links for "Home", "icsi.edu", "Students", "Members", "Companies", and "My Cart". A search bar is present with "Web" and "Site" radio buttons and a "Search" button. Below the search bar are "Reset Password" and "LOGOUT" buttons. The main content area features a "YOU ARE HERE : Welcome" breadcrumb and a "Welcome to ICSI Online Services..." heading. It provides instructions for students and members to access their accounts and for membership fee payment. A vertical sidebar on the left contains "Knowledge Portal" and "E-Learning Portal" buttons. The Windows taskbar at the bottom shows the system clock at 10:42 on 20-06-2014.

icsi.edu Recover Password
 Web Site Search
[Reset Password](#) [LOGOUT](#)

Home icsi.edu Students Members Companies My Cart

YOU ARE HERE : Welcome

Welcome to ICSI Online Services...

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

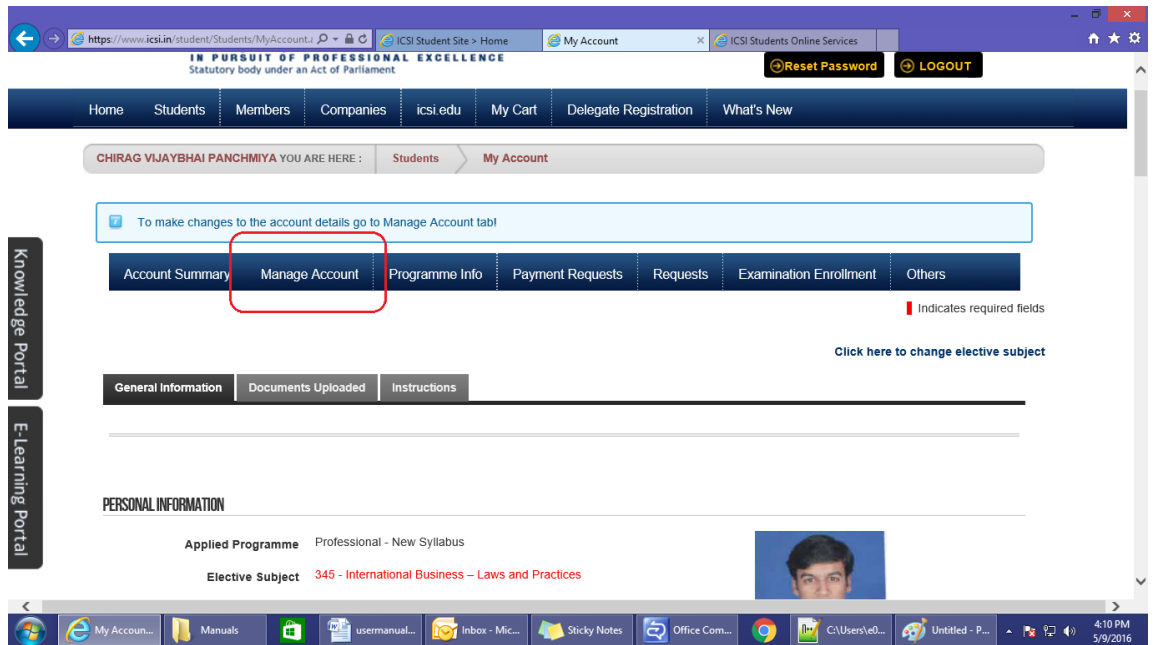
Knowledge Portal
E-Learning Portal

10:42
20-06-2014

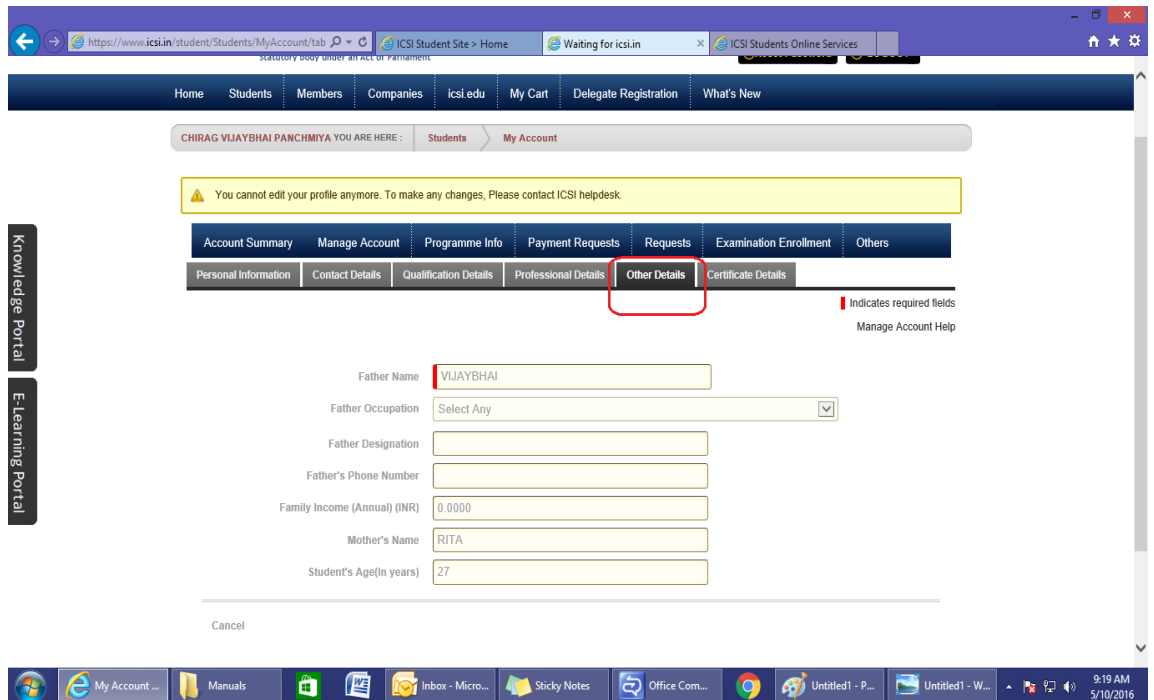
6. Go to Students → My Account.

The screenshot shows a web browser window displaying the ICSI website. The address bar shows the URL <https://www.icsi.in/student/Welcome.aspx>. The page 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". There are links for "Home", "icsi.edu", "Students", "Members", "Companies", and "My Cart". A search bar is present with "Web" and "Site" radio buttons and a "Search" button. Below the navigation bar, a "YOU ARE HERE" breadcrumb trail shows "Student Registration" and "My Account", with "My Account" highlighted in a blue box and a red rectangle around it. The main content area has a heading "to ICSI Online Services..." and three sections: "For Student Profile" with the instruction "Go to Students Tab -> My Account", "For Member Profile" with "Go to Members Tab -> My Account", and "For Membership Annual Fee Payment" with "Go to Members Tab -> Online Services". On the left side, there are vertical buttons for "Knowledge Portal" and "E-Learning Portal". The Windows taskbar at the bottom shows the system tray with the date "20-06-2014" and time "10:41", and several application icons including Internet Explorer, Outlook, and various folders.

7. Click on Manage Account.



8. Click on Other Details and edit your details.



9. Click on Submit Button.

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