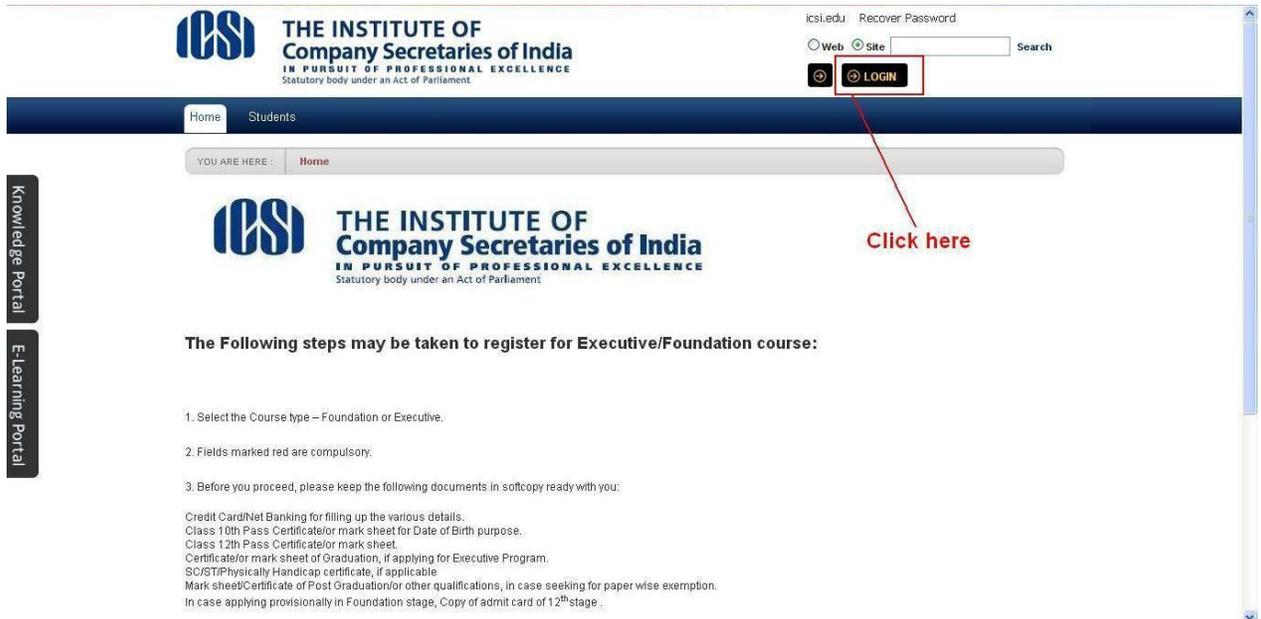


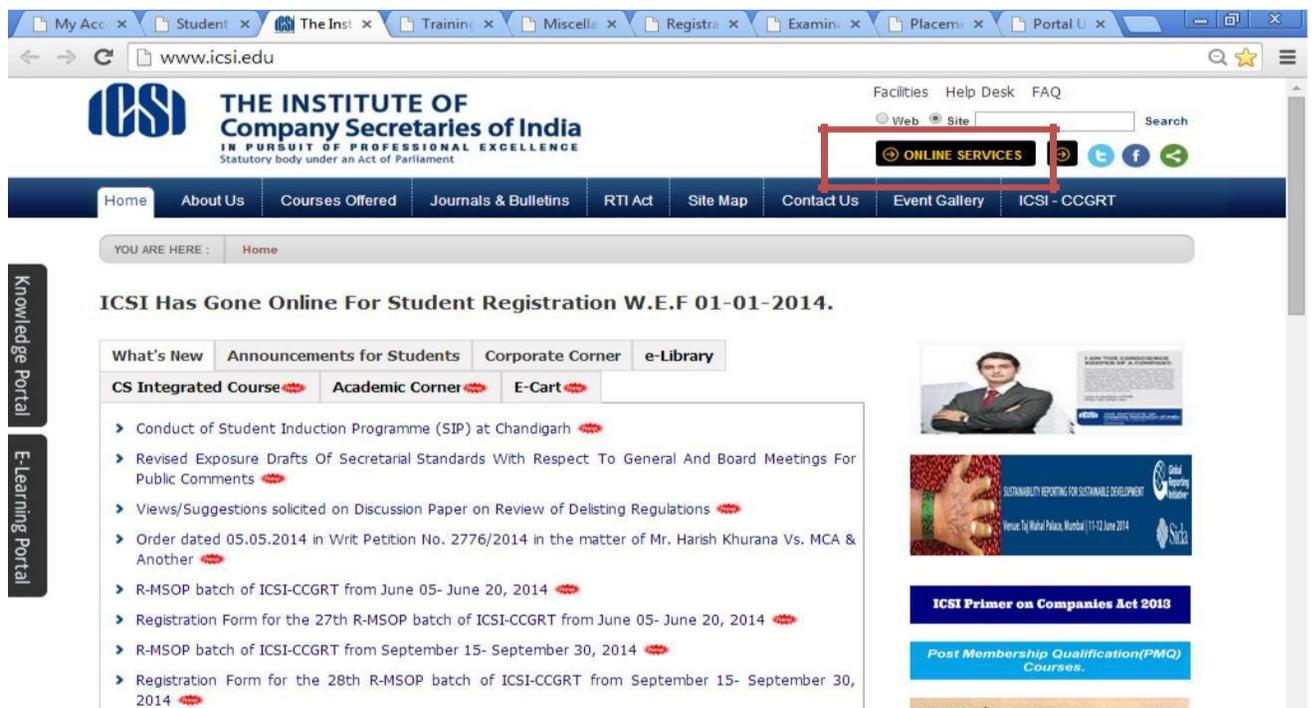
## User Manual to view list of successful transactions

Below are the steps that you need to follow to view history of successful transactions.

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

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.

The screenshot shows a web browser window displaying the ICSI Online Services Welcome page. 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" with the tagline "IN PURSUIT OF PROFESSIONAL EXCELLENCE" and "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, a search input field, and "Reset Password" and "LOGOUT" buttons. A breadcrumb trail shows "YOU ARE HERE : Welcome". The main content area is titled "Welcome to ICSI Online Services..." and contains three sections: "For Student Profile" with a link "Go to Students Tab -> My Account", "For Member Profile" with a link "Go to Members Tab -> My Account", and "For Membership Annual Fee Payment" with a link "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 and time "10:42 20-06-2014" and several open applications.

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 header, 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".

7. Below given page will be displayed.

The screenshot shows the ICSI website's 'My Account' page. At the top left is 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'. To the right, there are links for 'icsi.edu', 'Recover Password', and a search bar. Below this is a navigation menu with 'Home', 'Students', 'Members', 'Companies', 'icsi.edu', 'My Cart', 'Delegate Registration', and 'What's New'. A breadcrumb trail shows 'CHIRAG VIJAYBHAI PANCHMIYA YOU ARE HERE : Students > My Account'. A message box says 'To make changes to the account details go to Manage Account tab!'. Below this is a horizontal menu with 'Account Summary', 'Manage Account', 'Programme Info', 'Payment Requests', 'Requests', 'Examination Enrollment', and 'Others'. A red vertical bar indicates required fields. Below the menu are tabs for 'General Information', 'Documents Uploaded', and 'Instructions'. The 'PERSONAL INFORMATION' section shows 'Applied Programme: Professional - New Syllabus', 'Elective Subject: 345 - International Business – Laws and Practices', and 'Qualification selected at time of Registration'. A profile picture of a man is shown on the right.

8. Go to List of Successful Transactions Under Others Tab.

This screenshot is similar to the previous one but with the 'Others' dropdown menu open. The menu items are: 'Previous Requests', 'Identity Card', 'Payment Transaction Guidelines', 'Letters for Student', 'Payment Refund Guidelines', 'SMS/Email Communication', 'Study Material Executive (Old Syllabus)', 'Study Material Executive (New Syllabus)', 'Study Material Foundation', 'Study Material Professional', 'Study Material Professional (New Syllabus)', and 'List of Successful Transactions'. The 'List of Successful Transactions' item is highlighted with a red rectangle. On the left side of the page, there are vertical buttons for 'Knowledge Portal' and 'E-Learning Portal'. The browser's address bar shows 'https://www.icsi.in/student/Students/MyAccount...'. The Windows taskbar at the bottom shows various open applications and the system clock at 11:54 AM on 5/10/2016.

9. Select the Payment Type from the Drop Down Menu.

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

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

CHIRAG VIJAYBHAI PANCHIMIYA YOU ARE HERE: Students My Account

Account Summary Manage Account Programme Info Payment Requests Requests Examination Enrollment Others

List of Successful Transactions:

Payment Type: Please Select, Acs Membership Request, Professional Registration, Centre Change Request, Executive Registration, Foundation Registration, Marksheet Verification Request, Exemption Qualification Basis Request, Examination Enrollment Request, Denovo Registration Request, Extension Request, Medium Change Request, Module Change Request

It may be noted that the transaction charges against...  
All stakeholders can make use of the Payment Gate...  
using the payment gateway. The process shall be as...  
Stakeholder shall make use of any of the options on...  
Thereafter two options 1) Citi bank credit card and 2)...  
After clicking any of the option confirm screen will appear. After confirmation the control shall shift from www.icsi.in/Student to the site of the bank.  
The bank shall ask for credit card/Debit card number along with cvv number and pin number.  
After successful transaction on the bank site the control will automatically shift back to www.icsi.in/Student where the receipt of the payment will be generated. During this process the stakeholders must ensure that no key back or forth or refresh button should be used as shifting of control takes time.  
The institute takes approximately 48 hours to reconcile the data with the bank. All receipts which are reconciled are published on www.icsi.in/Student under visible to user after logging in.

10. List of all the transactions based on Payment Type will be displayed.

List of Successful Transactions:

Payment Type: Centre Change Request

Transaction Id	Request Id	Payment Mode	Payment Provider	Payment Type	Status	Payment Amount	Payment Date	Receipt Number
No records to display.								