



## 2. Grant of Certificate of Practice

(Section 6, Regulation 9)

### Eligibility

- (1) As Associate/Fellow member of the Institute can apply for grant of Certificate of Practice in the prescribed Form '6' together with requisite fee
- (2) A member engaged in the categories of business/occupation as defined in Appendix (9) under Regulation 190A is eligible to apply for Certificate of Practice.

### Requirements

- (1) The member is required to apply for Certificate of Practice in Form 6. The Form complete in all respect and signed is required to be submitted.
- (2) An account payee Cheque (for local members only) /Demand Draft for Rs. 2000/- w.e.f. 1.4.2011 alongwith annual membership fee of the relevant year should be submitted.
- (3) If the member is engaged in other business/occupation, he is required to apply for permission of the Council, by submitting application in the prescribed Form.

**Note:** it has been decided to issue the Script for Certificate of Practice bearing the photograph and signature of the member who have applied or on after 1<sup>st</sup> September, 2008. Members are requested to submit Form '6' affixing recent color photograph in the boxed provided in the Form.

### General

- (1) An acknowledgment will be issued by the Decentralised Office on receipt of Form 6 and fees.
- (2) A letter granting Certificate of Practice will be issued by the concerned Decentralised Offices.
- (3) The date of grant of Certificate of Practice will be the date on which all the requirements are complied with. The Certificate of Practice is generally granted from the date of application in Form 6 provided the Demand Draft/Cheque is issued on or before the date of application and such application is received by the Institute's office within 10 days from the date of the application.
- (4) The permission for other engagement will be granted provided the engagement is permissible.
- (5) The script of Certificate of Practice will be issued to a member within 3 to 4 months time from the date of issue of letter granting COP and will be sent by Registered/Speed Post.