USER MANUAL FOR LOGIN TO SELF SERVICE PORTAL FOR FRESH APPLICANTS TO CA FOUNDATION COURSE/ DIRECT ENTRY INTERMEDIATE

This User Manual is intended for fresh applicants who want to apply for CA foundation Course/Direct Entry Intermediate

Step 1: Please go the website ICAI.org. Once there, please click on the Service Portal Link on the top right corner of the screen.

Step 2: The following Login Page will open
https://eservices.icai.org/per/g21/pub/1666/SelfServices/templates/Login%20Folder21052019122446/Login%20Folder/ICAI%20Phase%20II%20Login%20Page521052019122546.html

Step 3:

For fresh students enrolling in CA Course i.e. either Foundation or Direct Entry Intermediate please click on the link **Student Enrolling for CA Course – Click here - https://cdn3.digialm.com/EForms/configuredHtml/1666/57499/login.html**

Step 4

For fresh students enrolling in CA Course i.e. either Foundation or Direct Entry Intermediate the following page will open after clicking **https://cdn3.digialm.com/EForms/configuredHtml/1666/57499/login.html.** **Here please click** New Students Who wants to register for CA for first time click here

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Step 5:

For fresh students enrolling in CA Course i.e. either Foundation or Direct Entry Intermediate after clicking

New Students Who wants to register for CA for first time click here. The following screen will open. Please enter your details as shown in the screen and then click Generate OTP. The OTP will be sent to your mobile number and verification link will be sent to your email ID.

Step-6: Enter the captcha text and click on submit button to receive your OTP

Step-7: You have received OTP for validation.

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Step-8: Enter OTP and complete validation and complete the Login process.

3. Please enter applicant's OWN MOBILE NO. and E-MAIL id as ALL IMPORTANT COMMUNICATIONS and OTP will be sent to applicant.
4. You will get a separate mail communication from Centralized Dispatch System for Study Material, through SMS / Email in 2-3 days after making the successful payment.

Salutation*	First Name*	Middle Name	Last Name
Mr.	XXXXXXX	MIDDLE NAME	LAST NAME

Gender*	Date of Birth*	E-Mail Address*	Phone Number
◉ Male ○ Female ○ Transgender	01/04/2004	XXXX@GMAIL.COM	STD CODE / PHONE NUMBER

Mobile Number*	Aadhaar Number	Country Name Of Nationality *	Nationality *
91 / 9999999999	AADHAAR NUMBER	INDIA	INDIAN

* OTP :

Enter OTP

Resend OTP   Validate OTP

OTP Expire in **2m 32s**

Step9: Once OTP Validations is Completed, Applicant will receive login credentials on Email/SMS for login and completion of Course Registration Process.

https://eservices.icai.org/EForms/configuredHtml/1666/57499/login.html

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Applicable To Only Fresh Candidates

Login
Login to Fill / Submit / View Application Form

New Students Who wants to register for CA for first time **click here**

User Id *

Enter User Id

Password *

Enter Password

Login   *Forgot Password Change Password*