## **ANNOUNCEMENT**

## For Kind Attention of Members, Firms & Students

The Institute of Chartered Accountants of India has been continuously evolving ways to automate and re-engineer processes in order to make transactions easier and user friendly.

One such step has been the creation of SSP (Self Service Portal), an initiative from ICAI to make applications (Forms) and transactions (Services) – faster and easier.

The full scale Student and Member / Firm Services by ICAI will be put to implementation starting third week of May 2019.

ICAI has scheduled a one-time migration activity from old system to new system from 6<sup>th</sup> May 2019. The entire IT Systems (including e-services) with respect to Members and Student Services will not be available between 6th May to 22<sup>nd</sup> May 2019 and the Regional Offices will not be able to process any form or any other transaction. However the membership renewal link will be available and Members will be able to make fee payments through online mode. However New Students of Foundation Course and Direct Entry will also be able to register.

<u>Very Important</u>: As entire ICAI is moving towards new Digital platform, PHYSICAL DAK including CHEQUES / DD's will not be accepted by Regional Offices and Branches beyond 6<sup>th</sup> May 2019.

Please note that effective 22<sup>nd</sup> May, 2019 (Wednesday), ICAI will accept only Online Application forms only through e-services at the link <a href="https://www.icai.org/new\_post.html?post\_id=5509">https://www.icai.org/new\_post.html?post\_id=5509</a> on the website <a href="https://www.icai.org">www.icai.org</a>.

<u>Important</u>: Members are requested to update and validate their e-mail address and mobile number (one time activity) before 6<sup>th</sup> May 2019 to ensure access to the new system, as all transactions henceforth in the new system will be OTP based transactions.

Date: 15<sup>th</sup> April 2019 DTPRG/M&C-MSS, ICAI

For any assistance Members & Students may contact their concerned Regional Offices.