FOR US
YOUR
CAREER
MATTERS

INDIA'S NUMBER 1 INSTITUTE
ACCOUNTS | BANKING | FINANCE | TAXATION
INDUSTRY ORIENTED | JOB GUARANTEED | EMPLOYER ENDORSED | SAP ERP & GST ENABLED
CERTIFIED INDUSTRIAL ACCOUNTANT PLUS
www.icajobguarantee.com
ABOUT ICA

History

- Inception in 1999 by a group of Chartered Accountants
- Pioneer in the field of Job Oriented Practical Learning in Accounts, Banking, Finance & Taxation

Advantages

- Presence in 100+ Cities
- Experienced Faculty Members including CAs
- In-house CRM, R&D and IT Team
- Training on Latest Accounting Software
- Regular Seminars and Grooming Sessions
- Practical & Fun Learning using Latest Technology
- 9 Simulation Software (s)
- 6 Live Projects

Placements

- 5,00,000 + Satisfied Students
- 30+ Placement Offices
- 70,000+ Registered Employers
- Any Time Job Card facility
- Periodic Campus Interviews & Job Fairs

WHY CHOOSE A CAREER IN ACCOUNTS, FINANCE & TAXATION?

All organisations need Accounts & Finance professionals

Organisations Registered under GST and it's increasing every day!

1.03 CRORE

Offers steady career growth vertically and horizontally

22% (average)

Source - # https://economictimes.indiatimes.com/news
WHY CHOOSE A CAREER IN ACCOUNTS, FINANCE & TAXATION?

**Huge Job Opportunity**

1.03 CRORE

Organisations Registered under GST and it’s increasing every day!

**Never-ending Industry Demand**

100% organisations

All organisations need Accounts & Finance professionals

**Handsome Salary Growth**

upto 22% (average)

Offers steady career growth vertically and horizontally

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Source - #https://economictimes.indiatimes.com/news
Central and State Governments, all businesses, irrespective of size, had to adapt to the new tax regime and Go Digital.

CII predicted a job creation of 2.5 million for every 1% growth in GDP.

Adoption of GST will lead to an 11% growth in hiring across sectors.
Central and State Governments, All Businesses, irrespective of size, had to adapt to the new tax regime and Go Digital.

SAP FICO Business User Program

The World’s Largest Provider of Enterprise Application Software

SAP’s Customers Base
◆ SAP serves > 425,000 customers in >180 countries
◆ SAP customers include:
  ● 92% of the Forbes Global 2000 companies
  ● 98% of the 100 most valued brands
  ● 100% of the Dow Jones top scoring sustainability companies
◆ Our customers produce:
  ● 78% of the world’s food
  ● 82% of the world’s medical devices
  ● 77% of the world’s transaction revenue touches an SAP system

SAP Facts and Figures in India
◆ SAP is a leader in India
  ● SAP has more than 65% market share in India
  ● 11 out of 16 ‘Navratnas’ (Central Public Sector Enterprises identified by Govt. of India) like BEL/ BHEL/ NTPC/ ONGC/ IOCL etc. run SAP ERP
  ● 9 out of 10 most profitable companies and largest companies run SAP ERP
  ● 36 out of 50 ‘Economic Times 500’ companies like TCS/Reliance/HDFC/Coal India/Infosys etc. run SAP ERP
  ● 25 out of the 40 Largest Indian Companies named by Forbes run SAP ERP

10,000+ Companies Using SAP ERP in India

Starting Salary in India can be ₹1.80 to ₹2.5 Lacs p.a

Adoption of GST will lead to an 11% Growth in hiring across sectors

CII predicted a Job creation of 2.5 Million for every 1% growth in GDP.
## Eligibility

### Business Computer Applications

- Hardware & Software: Working with Windows 10 & File & Folder Management
- Introduction to MS Word 2016 & Page Set up Drafting & Formatting Documents: Tables & Header & Footer

- Hours: 45

- CIA: Yes
- CIA (EXPRESS): Yes
- CIA +: Yes

### Business Accounting

- Online Journal Entry Test - JET


- Hours: 36

- CIA: Yes
- CIA (EXPRESS): Yes
- CIA +: Yes

### Business Communication

- (Cover Letter, Resume Designing)

- Hours: 45

- CIA: Yes
- CIA (EXPRESS): Yes
- CIA +: Yes

### Direct Tax


- Hours: 39

- CIA: Yes
- CIA (EXPRESS): Yes
- CIA +: No

### SAP


- Hours: 10.5

- CIA: Yes

### Additional Accounting Package

- Busy / QuickBooks

- Hours: 18

- CIA: Yes

### SAP **


- Hours: 40

- CIA: Yes

### Banking and Auditing


- Hours: 12

- CIA: Yes

### MCA (including XBRL and LLP)


- Hours: 23

- CIA: Yes

### Ind AS


- Hours: 12

- CIA: Yes

### Project 1 (Business Accounting, Tally, Excel)


- Hours: 30

- CIA: Yes

### Project 2 (Advanced Accounts, Banking, MCA, Taxation)

- Advanced Projects: Banking and Auditing: Business Accounting: Additional Projects: Direct Tax

- Hours: 09

- CIA: Yes

### Project 3 (Excel, Advanced Accounts, Banking, MCA, Taxation)

- Additional Projects: Banking and Auditing: Business Accounting: Additional Projects: Direct Tax

- Hours: 15

- CIA: Yes

### Final Exam

- Hours: 03

- CIA: Yes
- CIA (EXPRESS): Yes
- CIA +: Yes

### Notes

- Additional Accounting Package module – CIA with AAP course (Additional Accounting Package in Level 1) will be available to North & East Zone only as a separate course.
- Busy – Bihar, Chhattisgarh, Delhi, NCR, Haryana, HP, Jharkhand, J&K, Odisha, Punjab, UP, Uttarakhand.
- QuickBooks – Andhra Pradesh, Assam, Gujarat, Maharashtra, MP, Nagaland, Rajahstan, Tamil Nadu, Tripura, West Bengal.
- 100% Job Assurance instead of Job Guarantee
- Certified Industrial Accountant Exemption - CIA (E) and Certified Industrial Accountant Plus Exemption - CIA + E available as a separate course | Eligibility: B.Com or 3rd Year with Job Assurance.
- CIA with SAP (80 Hrs.)/CIA with SAP (80 Hrs.) & Advance Excel available as a separate course with Job Guarantee.
### Business Computer Applications
- Work on MS Word to perform tasks such as drafting letters and mail merge, many more tricks which makes work easy
- Create, edit and manage data in Excel spreadsheets, perform Excel modeling and data mining and unleash the power of data
- Use the office package like a professional

### Business Accounting
- Understand the importance and basics of accounting
- Identify accounts documents, classify them into appropriate ledgers and manage books of accounts
- Calculate stock, account for depreciation and reconcile bank statements while making final accounts

### Tally ERP 9
- Create ledgers and groups with complete understanding of accounts and tax
- Pass journal entries and create reports and analyse online
- Infer tax implications for Income Tax and GST, account for payroll including Provident Fund (PF) and Employee State Insurance (ESI)

### Additional Accounting Package
- An organisation may not be using only Tally. This module helps you to get familiarise with an additional accounting package that is popular in your region

### Business Communication
- Appear for an interview with much confidence
- Have a great resume built for yourself and practice how a good professional works in a corporate environment. Empower yourself with skills such as making presentation, and corporate communication.

### Direct Tax and GST
- Understand tax concepts, maintain books of accounts and file tax returns using simulated software so as to enable actual filing of returns – whether it is Income Tax, TDS or GST

### Advanced Accounts
- Ensure all transactions have been covered error free
- Finalise the accounts online after profit screening and year-end adjustments

### Advanced MS Excel
- Learn how to prepare MIS reports in a better way by applying advanced functions of MS Excel

### SAP
- Practical detailed knowledge with hands-on experience primarily on SAP ERP FICO and other cross functional SAP modules in SAP ERP Business User Programme

### Banking and Auditing
- Perform banking functions such as cheque management, using Online Banking environment and transacting online among others
- Understand the concepts of Auditing such as vouching and verification – both from an accountant’s perspective and an auditor’s perspective

### MCA
- Understand the companies act and file returns with the Ministry of Corporate Affairs (MCA) with or without XBRL
- Also get an overview of the Companies Act 2013 and stay ahead of the competition

### Ind AS
- Acquire a basic understanding of Indian Accounting Standards and the practical application of the same

### Microsoft certification on MS Excel 2016
- Take Microsoft’s MS Excel 2016 certification test and be globally recognised as proficient in MS Excel

### Benefits

- **Certified Industrial Accountant - F**
- **Certified Industrial Accountant Express - CIA (EXPRESS)**
- **CIA with SAP (80 Hrs.)**
- **CIA with SAP (80 Hrs.) & Advance Excel available as a separate course with Job Guarantee.**
- **& Certified Industrial Accountant Exemption - CIA (E) and Certified Industrial Accountant Plus Exemption - CIA + E available as a separate course | Eligibility: B.Com or 3rd Year with Job Assurance.**
- **© 100% Job Assurance instead of Job Guarantee**
- **Busy – Bihar, Chhattisgarh, Delhi, NCR, Haryana, HP, Jharkhand, J&K, Odisha, Punjab, UP, Uttaranchal.**
- **% Additional Accounting Package module – CIA with AAP course (Additional Accounting Package in Level 1) will be available to North & East Zone only as a separate course.**
- **Direct Tax continues to include all content on TDS.**

### Course Fees

**CIAF**
- **DURATION**
  - 6 Months
  - @ 1.5 hrs/class
  - Or 3 Months
  - @ 3 hrs/class

**CIA (EXPRESS)**
- **DURATION**
  - 4 Months
  - @ 3 hrs/class

**CIA**
- **DURATION**
  - 12 Months
  - @ 1.5 hrs/class
  - Or 6 Months
  - @ 3 hrs/class

**CIA +**
- **DURATION**
  - 18 Months
  - @ 1.5 hrs/class
  - Or 12 Months
  - @ 3 hrs/class
  - Or 6 Months
  - @ 4.5 hrs/daily

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Prospectus Fee ₹1000 Extra

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OUR RECRUITERS
Where our students are working

Disclaimer-Various logo’s used in the prospectus are trademark and intellectual property of respective companies.

CAREER OPTIONS
- Accounts Executive
- Finance Executive
- MIS Executive
- SAP FICO End User
- SAP FICO Business User
- Senior Finance Executive
- Senior Accounts Executive
- Senior Executive (in KPOs & MNCs)
- Senior Accountant
- Assistant Manager - Accounts & Finance
- Accounts & Finance Manager
- Financial Analyst
- SAP Functional Consultant

INDICATIVE SALARY
* Salary may vary with skill set and location

Accounts Assistant
- 12k - 20k*

Senior Accountant
- 20k - 30k*

Accounts Manager
- 30k - 50k*

...and many more

CIA+COURSE
PRIYA THAKURNAME
C0320928
14/06/2017 START DATE
13/06/2018 EXPIRY DATE

YOUR RIGHT TO A JOB
ICA Edu Skills Pvt. Ltd.
Get a JOB at any of Our Placement Office(s)
CAREER OPTIONS

- Accounts Executive
- Finance Executive
- MIS Executive
- SAP FICO End User
- SAP FICO Business User
- Senior Finance Executive
- Senior Accounts Executive
- Senior Executive (in KPOs & MNCs)
- Senior Accountant
- Assistant Manager - Accounts & Finance
- Accounts & Finance Manager
- Financial Analyst
- SAP Functional Consultant
One Course with 3 Certification

ICA CERTIFICATION

After the successful completion of course, each student is entitled to get an ICA Certificate.

SAP CERTIFICATION

ICA has collaborated with SAP to provide SAP ERP Business User Program to ICA students. Students will learn SAP ERP using their proprietary training module.

MICROSOFT CERTIFICATION

ICA has collaborated with Certiport (a Pioneer Company) for conducting MOS Excel 2016 exams.
- Globally Recognised Certificate
- Online Project based assessment

ICA has collaborated with SAP to provide SAP ERP Business User Program to ICA students. Students will learn SAP ERP using their proprietary training module.
<table>
<thead>
<tr>
<th>Award</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>INDIAN EDUCATION EXCELLENCE AWARDS</td>
<td>Best Vocational Training Institute in India, 2018</td>
</tr>
<tr>
<td>ASSOCHAM SKILLING AWARD</td>
<td>Quality Skill Development</td>
</tr>
<tr>
<td>NATIONAL EDUCATION EXCELLENCE</td>
<td>Brands Academy, 2016</td>
</tr>
<tr>
<td>ASIA EDUCATION SUMMIT &amp; AWARDS</td>
<td>Worldwide Achievers, 2017</td>
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<tr>
<td>GLOBAL QUALITY AWARDS</td>
<td>Quality Vocational Training, 2015</td>
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<tr>
<td>BEST BRANDS OF THE YEAR</td>
<td>Brands Achiever Initiative, 2015</td>
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<tr>
<td>VOCATIONAL EDUCATION PROGRAMME OF THE YEAR 2014</td>
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<td>Best Vocational Training Company in India, 2014</td>
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<td>CERTIFICATE OF APPRECIATION</td>
<td>Most Innovative Course Mumbai University, 2015</td>
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<td>CERTIFICATE OF PARTNERSHIP</td>
<td>NSDC, 2018-19</td>
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