

**Date and Day**  
**MORNING SESSION**  
**( 9:00 AM TO 12:00 NOON )**  
**AFTERNOON SESSION**  
**( 1:30 PM TO 4:30 PM )**  
**FOUNDATION PROGRAMME**  
**PROFESSIONAL PROGRAMME**  
**EXECUTIVE PROGRAMME**

26/12/2011 Monday  
English and Business Communication  
Company Secretarial Practice  
( MODULE-I )  
General and Commercial Laws  
( MODULE-I )  
27/12/2011 Tuesday  
Economics and Statistics  
Drafting, Appearances and Pleadings  
( MODULE-I )  
Company Accounts, Cost and Management Accounting  
( MODULE-I )  
28/12/2011 Wednesday  
Financial Accounting  
Financial, Treasury and Forex Management  
( MODULE-II )  
Tax Laws  
( MODULE-I )  
29/12/2011 Thursday  
Elements of Business Laws and Management  
Corporate Restructuring and Insolvency  
( MODULE-II )  
Company Law  
( MODULE-II )  
30/12/2011 Friday  
Strategic Management, Alliances and International Trade  
( MODULE-III )  
Economic and Labour Laws  
( MODULE-II )  
31/12/2011 Saturday  
Advanced Tax Laws and Practice  
( MODULE-III )  
Securities Laws and Compliances  
( MODULE-II )  
1/1/2012 Sunday  
Due Diligence and Corporate Compliance Management  
( MODULE-IV )  
2/1/2012 Monday  
Governance, Business Ethics and Sustainability  
( MODULE-IV )

**COMPANY SECRETARIES EXAMINATIONS - DECEMBER, 2011**  
**TIME-TABLE & PROGRAMME**