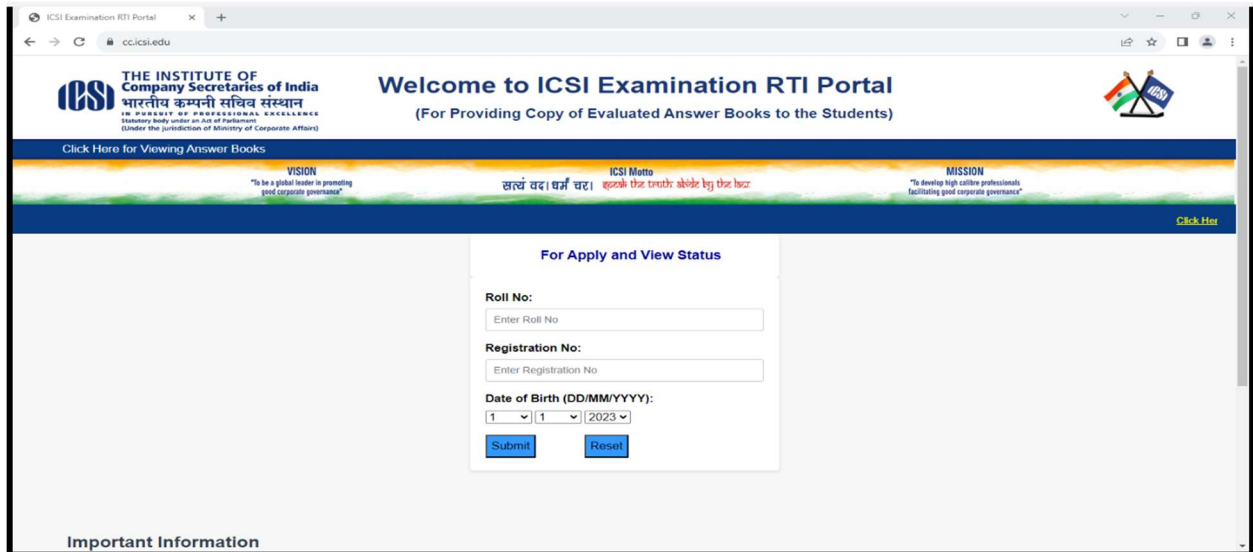# How to apply for seeking copy of answer books

1. Visit the link : https://cc.icsi.edu/ . The Screen for submitting application for seeking copy of answer books will be as under :
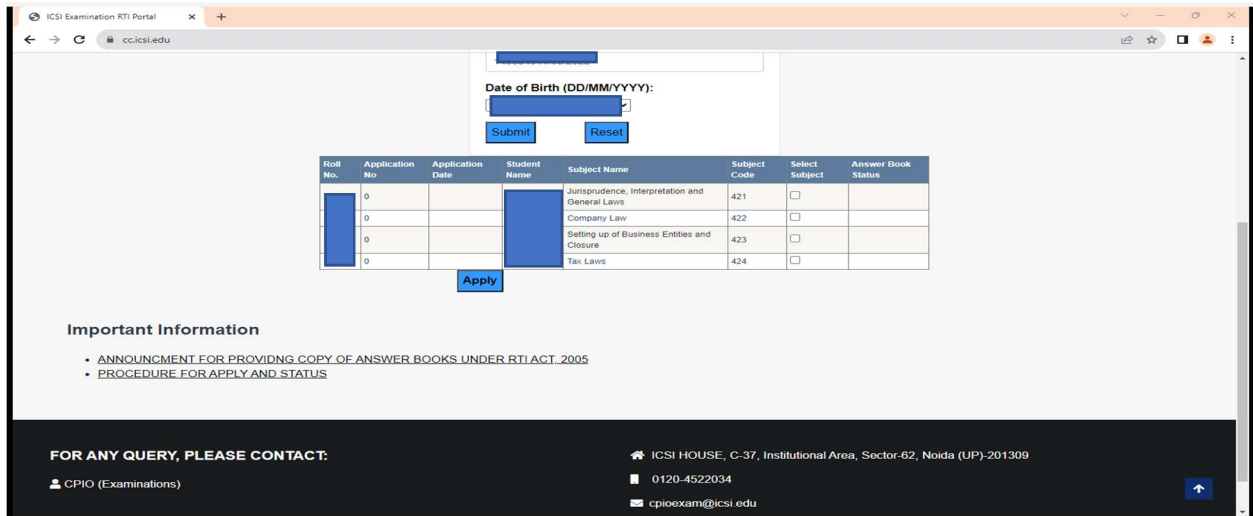

2. Fill your particulars, i.e., Roll No., Registration Number and Date of birth in the screen and click on the SUBMIT Button. After clicking on the SUMBIT Button, your detail of subjects in which you have been appeared in the examination will be displayed in the grid just below the SUBMIT Button on the same page, as under:

3. Select the subjects in which you may intend to obtain copy of your answer book(s) simply ticking by a click in the column SELECT SUBJECT in Entry Screen and Click APPLY Button for submitting application. After clicking APPLY Button, following message will be displayed below the APPLY Button :

Important Instructions :
1. Your request for supply of copy of evaluated answer books is successfully submitted, as above.
2. Separate email would be sent from cpioexam@icsi.edu to your registered email: <Your Email Id partially masked>. Please check the same including its junk / spam folders for accessing your requested answer books during the specified period.
3. Students shall note that their answer books so made accessible are for their personal use and the same shall not be parted / shared with any other person in any circumstances.

How to view copy of answer books

4. Refer the email received from cpioexam@icsi.edu in your registered email account informing you the link, user Id and password for accessing your Answer Book(s).

5. Visit the link as received in your email and after filling your credentials correctly, the status of your application will be available.

6. The Answer Books Status can be Under Process, Available or Expired as displayed in the portal. You may view the Answer Book(s) only when the status is Available.

7. For viewing, click in the grid against "Available" status.

8. The Password for opening answer book(s) would be the combination of your Roll Number of the examination and Registration number, i.e., First six digits of your Roll Number + First six digits of Registration Number. For example : if your roll number is 456123 and registered number is 408987620/99/9999, password for accessing the answer book(s) would be 456123408987.

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