

# **Referral Commission Scheme:**

## **Eligibility Criteria:**

We expect commitment and reliability from our marketing partners as they are our face in front of thousands of students and the quality and consistency that they bring to the process speak for our institute.

- You should have a strong network of students or young professionals looking for careers in Accounting, Finance, Taxation etc. Targeted Students are B.com/M.com/BBA/BBM/MBA/CA Qualified or pursuing /CMA Qualified or pursuing/LLB/CS Qualified.. those who wish to develop Global Career with Big Four Accounting Firms & MNCs in India or Abroad.
- You should be able to close students enrolments at your end.

## **Other Eligibility Criteria:**

- 1) Male/ Female, aged between 21 to 55 yrs. Or even Firm/Corporates owned by eligible individuals or employees of them are welcome.
- 2) Qualification – B.com/M.com/BBA/BBM//MBA/CA-Inter/CMA-Inter/CA/CMA/CS with a flair in Marketing and having some experience and knowledge of Accounting & Finance Field. Fresher’s can also apply.
- 3) Must have knowledge of MS Office specially Word, Excel etc. (For Reporting & Presentation purpose )
- 4) A person with good communication skills, command over regional language & Hindi, English working knowledge is desired attributes.
- 5) Must be willing to travel and promote ICPA Courses in the city/ region/territory.
- 6) Android Mobile phone with Internet is must...  
Note: Bike/Car, Laptop /Tablet with net connection, a decent furnished consulting office with dedicated support staff is added advantage (But not compulsorily required)

### **• Commitments / Responsibilities:**

It’s a simple job with huge earning opportunities.. all you have to do is -

1. Promote our Qualifications offered by ICPA society
2. Find eligible students/ professionals
3. Help them in filling registration forms & pay fees to the Institute.

That is finding lead and closing student enrolments at your end.

### **• Benefits /Commission:**

Following is the commission slab for enrolment (Per Student)

Commission (In Rs.)	2,500/-	3,000/-	3,500/-	4,000/-	4,500/-	5,000/-
Students (In No’s)	1 to 4	5 to 9	10to 14	15 to19	20 to24	25 or more

- **Investment:**

Annual Referral Agent /Student Councillor Fees is Rs ~~25,000/-~~ (Free till 31.3.2022)  
This fees is Non Refundable for the period from 1st April to 31st March, of every year.

- **Important Note:**

- Your firm will use approved marketing materials and will not make any exaggerated claims to students.
- If you run Tally/Commerce / CA/CMA academic institute, you will display our Qualification Advertisement prominently in your office and on notice board or at such other places visibly.
- If possible & if you have more than 100 participants we can arrange promotional seminar/ webinar at least once every Quarter by us & will also be attended by ACCA/CIMA officials.
- ICPA society will not reimburse any of your marketing, travelling or other expenses.
- All you get is fixed commission per students after deducting TDS, by becoming an Authorized referrer / students counsellor
- ICPA Society will give you only guidance & information on how to market in your local area, getting sales leads is your responsibly.
- There will not be any sales targets to be achieved. It's up to you that how much you can.
- No commission will be payable for direct additions of members from your area, on their own (i.e. without quoting referrer code numbers )
- Only successfully paid referrals will be paid commissions.
- By becoming an Authorized referrer you are no way eligible to accept fees in cash or cheque's or otherwise through you. ICPA will not entertain any such claims from students.
- A monthly report will have to be submitted to ICPA society for billing & payment will be paid within 1 week from submission of the same

### **Application Procedure:**

1. Apply by filling expression of Interest along with your detail CV, Our CEO or his staff will contact you after screening your application form. May take interview also.
2. Confirm your Appointment by Email. Submit your PAN & Bank Account Details for Commission receivables.
3. Sign Agreement ~~& Invest Rs. 25,000 /-~~ for becoming authorised Referrer of ICPA society.(Non-refundable)
4. Will arrange for 1 Day Training (~~Will be in Mumbai~~)
5. You get Authorized Referrer ID Card & Code for referring students, along with product marketing kit & login credentials