

STELLA MARIS COLLEGE (AUTONOMOUS) CHENNAI – 600 086.
(For candidates admitted during the academic year 2015-16 and thereafter)

SUBJECT CODE: 15CM/MC/CP45

B.Com. (CS) DEGREE EXAMINATION APRIL 2019
CORPORATE SECRETARYSHIP
FOURTH SEMESTER

COURSE : MAJOR – CORE
PAPER : COMPANY LAW AND SECRETARIAL PRACTICE
TIME : 3 HOURS **MAX. MARKS: 100**

Section A

Answer ALL the questions. **(10 x 2 = 20)**

1. Define the term Company.
2. Who is a Company Secretary?
3. What is meant by Certificate of Incorporation?
4. Define Prospectus.
5. What are bonus shares?
6. What is meant by allotment of shares?
7. List out any three kinds of meetings.
8. What is special resolution?
9. Who is a Managing Director?
10. Write a short note on Board of Directors.

Section B

Answer Any FIVE questions. **(5 x 8 = 40)**

11. Briefly explain the various kinds of Secretary.
12. What are the characteristics of a company?
13. Distinguish between Memorandum of Association and Article of Association.
14. Describe the contents of Memorandum of Association.
15. Briefly explain the meaning and conditions for the issue of bonus shares.
16. Explain the various types of meetings.
17. Explain the duties of Directors.

Section C

Answer Any TWO questions. **(2 x 20 = 40)**

18. Explain the duties and liabilities of a Company Secretary.
19. What are the contents of prospectus?
20. Enumerate the duties of Secretary in connection with allotment of shares.
21. Explain the liabilities of Directors in detail.
