



The Institute of Professional Accountants (Govt. Regd.)

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Diploma in E-Taxation (Duration 5 Months)

Topics:-

1) Income Tax

- ❖ Introduction to Income Tax,
- ❖ Residential Status
- ❖ Income Tax computation
- ❖ Heads of Income
 - Salary Head
 - House Property,
 - Profit & Gains from Business
 - Capital Gains
 - Other Sources,

- ❖ Income Tax Return Filing Filing
- ❖ PAN Application
- ❖ TAN Application
- ❖ Tax Deposit
- ❖ Introduction to Income Tax portal and

- ❖ credit statements
- ❖ Concept of TDS,
- ❖ Computation of TDS,
- ❖ Generating TDS Challans
- ❖ TDS Returns Filing Techniques
- ❖ TDS Certificates Form 16
- ❖ Challan 281 and 280
- ❖ Form 26 AS
- ❖ Tax Audit – Form 3CD
- ❖ Assessment Procedure u/s 143

2) Goods & Service Act (GST)

- ❖ What is GST
- ❖ Registration (Regular/Composition)
- ❖ CGST, SGST , Meaning & Scope of Supply
- ❖ Time of Supply
- ❖ Value of Supply
- ❖ Tax Rate structure
- ❖ Input Credit, Reverse Charge
- ❖ E Invoice
- ❖ GST Payment/ Challan
- ❖ Invoicing under GST regime,
- ❖ Payment of Taxes,

❖ GST Returns:-

- GSTR-1
- GSTR-2
- GSTR-3
- GSTR-4
- GSTR-5
- GSTR-6
- GSTR-8
- GSTR-9