



# TAX AND ACCOUNTS PROFESSIONAL COURSE

**Level 1 - Foundation**

Learn the **basics!**

# How will this course help in your career?

## I am Pursuing Graduation

More than **70%** of the college students have already enrolled in reskilling/ upskilling courses online.

Being trained on practical concepts will not only enhance your conceptual understanding but will also prepare you for future challenges.

## I am a Commerce Graduate

Having the necessary skills and training increases your chances of getting shortlisted by companies.

**75%** employers are ready to pay additional salary to trained and skilled graduates.

## I am already employed

**8 in 10 employees** feel dissatisfied with their career growth.

Fast track your journey to better job role or better salary by learning the desired Tax and Corporate Compliances.

## I am Self Employed

Every month, on an **average 6 different compliances** under various laws have to be abided.

It is more important than ever in such dynamic business environment, to have requisite knowledge of basic business laws and compliances.

# Taxmann Academy

A dedicated and structured training platform

Taxmann Academy is an **online learning/training platform** with a mission to create learned and trained resources for the industry.

A dual platform for prospective employers to hire trained resources and for students to get the **requisite skills and training for the desired job.**



1

## A wholesome training platform

We shall offer our enrollees an inclusive training experience wherein they will learn the conceptual and practical knowledge of subject.

2

## Developing the compliance skills

Our training will cover topics from Income Tax, GST, Labour Laws, Accounting Concepts and much more.

3

## Grooming industry's prospective candidates

We understand the Industry's need of having a trained staff and hence we shall also focus on your computer and interpersonal skills.

# About the Tax and Accounts Professional Course

The Tax and Accounts Professional (TAP) course is a comprehensive course involving knowledge and skills training about various compliances that are **applicable in day-to-day business practices**. This course will enhance your understanding and give you an experience of real-life challenges faced in Tax and Corporate compliances.



## Three milestones to become a **TAX AND ACCOUNTS PROFESSIONAL**

### **1** **Foundation**

**Conceptual and Practical training** in book-keeping, Income-tax, GST, TDS, Payroll, MS-Office, Labour Laws, and much more.



### **2** **Advanced**

**Upskilling the knowledge** to prepare financial statements, and **advanced concepts learning** of Income-tax, GST and much more.



### **3** **Master**

**Working knowledge of multiple Industries** from the experts and enhance your chances to get your dream job.



# Your Journey to become Tax and Accounts Professional

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## Step 1.

Enroll in Level 1 of the  
Tax and Accounts  
Professional Course

## Step 2.

Learn the concepts and  
practical work from  
the best faculties

## Step 3.

Train yourself with  
practical assignments and  
evaluate your knowledge  
with regular assessments

## Step 4.

Clear the final  
comprehensive  
assessment and receive a  
Completion Certificate

## Step 5.

For advanced  
learning, enroll in  
Level - 2

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# TAP Course Level 1 – Foundation

## What Will You Learn?

Get Conceptual and Practical Training on



**Income Tax**



**GST**



**TDS/TCS**



**Company Law**



**Labour Laws**



**MSME**



**FSSAI**



**MS Office**



**Personality  
Development**



**And Much  
More**



# TAP Course Level 1 – Foundation Curriculum

**08 Modules**

**125 Hours**

**09 Industry Experts**

- » Comprehensive Training
- » Regular Assessment
- » Placement Assistance

Modules	Hours
Module 1: Necessary Registrations of an Entity	20
Module 2: Maintenance of Books of Accounts	30
Module 3: Daily Compliances and Routine Tasks	12
Module 4: Monthly Compliances	19
Module 5: Quarterly Compliances	12
Module 6: Income Computation and Return Filing	18
Module 7: Computer Skills	09
Module 8: Personality Development	05

Scan to Read  
about detailed curriculum



# TAP Course Level 1 – Foundation

## Fees and Timing

### Course Fees

Enroll for the new batch now

Weekly and Weekend Classes

Course Duration (4-5 Months)

₹ **30,000\***

For early bird offers and special discount visit our website [taxmann.com/academy](http://taxmann.com/academy)

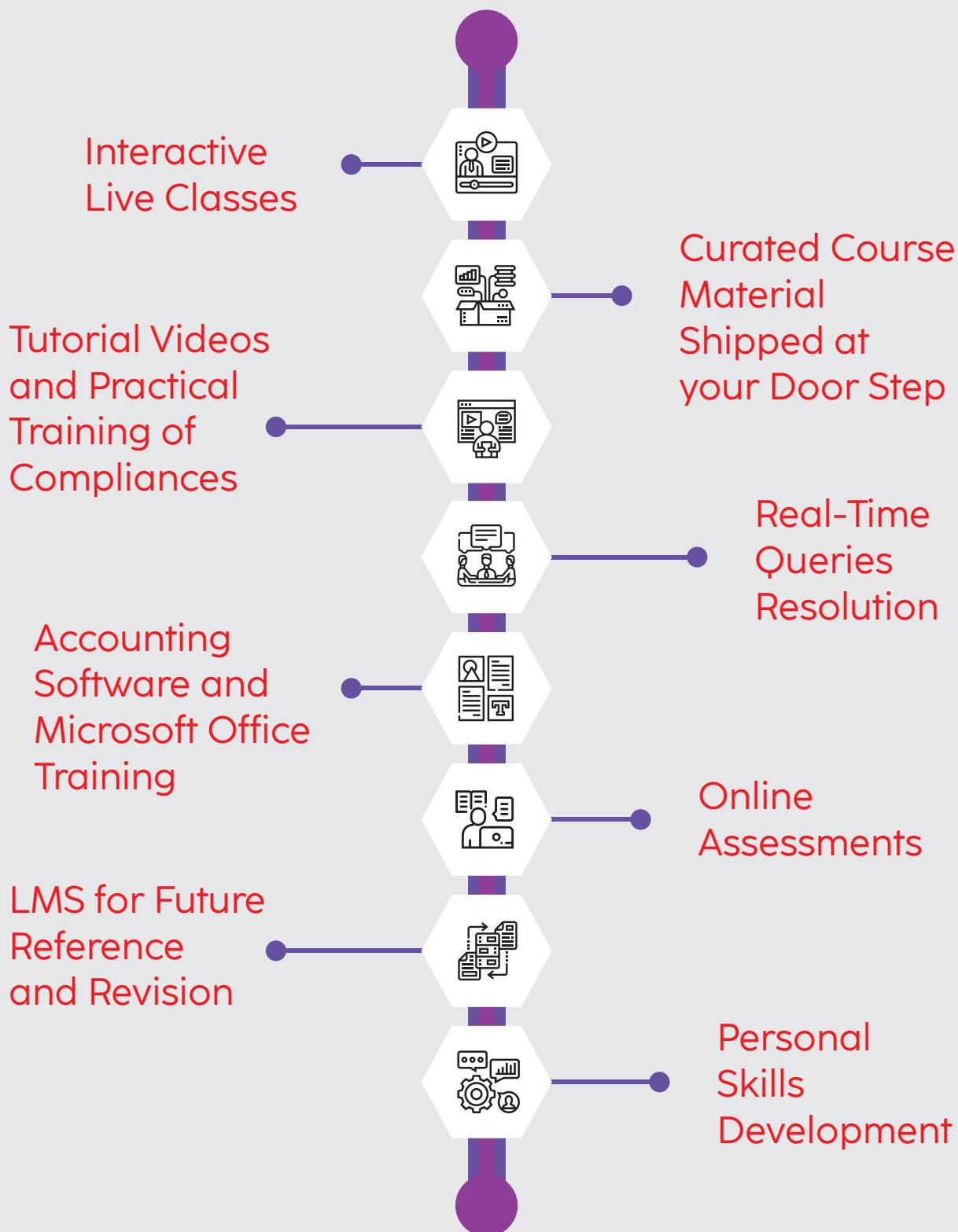
\*Exclusive of GST

**Certificate issued on Completion of Level - 1**



# Why Choose us?

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# Our Faculties\*

\*Faculties are subject to change. For more info visit our website



**CA. Ridhima Bhatia**  
Faculty for Income Tax

- Senior Manager in the Research and Advisory Department of Taxmann
- **6+** years of practical and teaching experience in Income-tax
- Formerly worked with PricewaterhouseCoopers in International taxation
- Visiting Faculty of ICAI
- Specializes in conceptual learning of Income-Tax



**CA. Tarun Kumar**  
Faculty for Income Tax

- Practising Chartered Accountant in Delhi.
- **5+** years of practical experience in taxation.
- Diploma in International Taxation.
- Close Ally of Research and Advisory Department of Taxmann.
- Co-Authored a book, 'Trusts & NGOs Ready Reckoner – A practice guide for professionals'



**CA. Naveen Wadhwa**  
Faculty for Income Tax

- An All India Rank holder in Chartered Accountancy (ICAI)
- DGM of the Research and Advisory Department of Taxmann
- Worked previously with Grant Thornton
- **13+** years of experience in Income-tax and International Tax
- Writes and regularly speaks on Income-tax issues for renowned media houses



**CA. Ankur Agrawal**  
Faculty for Accounts and Book Keeping

- **11** years of experience in Teaching and Practice in the field of Accounting, Auditing & Taxation
- Taught more than **5000+** students of CA, CS and CMA
- Statutory Auditor in more than **80+** Companies, including **3** listed Companies
- Founder of Rupee Expert - A startup catering to Financial Consultancy.
- Excellent Command over the teaching of Accounts and Finance



**CS. Divya Bajpai**  
Faculty for Corporate and Business Laws

- Partner at 'MSD & Associates' a firm of Practising Company Secretaries
- Trademark Attorney Holder
- A member of the Women Empowerment Committee of NIRC ICSI 2019 & 2020.
- Author of various books on Corporate, Business and Allied Laws.
- An expert academican of ICAI- BoS
- Practical experience of working with Listed Entities, Medium and Large-size organizations



**CA. Vivek Laddha**  
Faculty for GST

- Bachelor of Law, Cost Accountant, Chartered Accountant and Company Secretary
- Co-Chairman of GST Cell of NIRC of Institute of Cost Accountants of India
- Secretary (Gen.) of Federation of Makers and Trader
- Founder member of the Students' Forum of Bombay Chartered Accountants Society (BCAS)
- Delivered **300+** sessions on GST
- Provided **300+** legal opinions for complex matters to various corporate of India
- Authored **6** books on GST with Taxmann



**Dr. Ranjeet Mehta**  
Leadership Coach for Personality Development

- University Gold Medalist and Ph. D. in Management
- Fellow IVLP and a Law Graduate
- Leadership Coach and Public Policy expert
- **34+** years of experience in leadership roles spread across various sectors
- Represented Indian Industry in many Government and Parliamentary Committees
- A frequent speaker in Electronic and Print Media including participation in International Forums
- Authored six books and 45+ research papers



**Mrs. Deepa Agrawal**  
Faculty for Computer Skills and Personality Development

- Faculty at a renowned institute of commerce
- **6+** years of experience in Teaching and training students in Business Management, Entrepreneurship Development, and Business Communication in CS & CA
- Currently working with a CA firm
- **3.5** years of experience in various statutory audits, Internal audits, corporate compliance, stock audits and tax audits
- Specialized in using student-friendly techniques of teaching, thoroughly revising the subject and fluency of language
- Co-founder of Rupee Expert - a startup catering to the emerging financial needs

# Connect with Recruiters

Our network of potential recruiters of Tax and Accounts Professionals

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75+ CA, CS & Law Firms and Consultants

10+ Finance Companies



15+ Manufacturing and Real Estate Clients

10+ Start Ups

# Who are we?

## Our Reach and Expertise

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We are proud to call ourselves the **#1 source** for everything on Tax & Corporate Laws of India.

We serve **more than 50,000 Chartered Accountants** and **more than 1,000 corporates** with our products and services.

We have the **expertise to create the content and curriculum** for professional courses and universities.

**More than a million students** of professional courses have learnt from our books and e-learning material.

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## So what are you waiting for?

Log on to  
[taxmann.com/academy](https://taxmann.com/academy)



Scan to Visit

## For Contact & Assistance

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