

Certificate Course in Goods & Services Tax



**THE INSTITUTE OF
Company Secretaries of India**
IN PURSUIT OF PROFESSIONAL EXCELLENCE
Statutory body under an Act of Parliament



Certificate Course in Goods & Services Tax

► INTRODUCTION

Goods & Services Tax (GST) is a comprehensive indirect tax levied on goods as well as services at the national level. GST is a consumption based tax levied on the basis of “Destination principle.” It is an inclusive tax regime, to be collected on value-added at each stage of the supply chain, with taxes on inputs credited against taxes on output. Its main objective is to consolidate multiple indirect tax levies into a single tax regime and eliminate the cascading effect.

The GST domain includes varied concepts from registration, payment, returns, refunds, classification and valuation, place and time of supply, input/output credit, and compliance system along with various other new concepts. GST is a proactive step towards a vivid opportunity for the country. It will redefine Indian economy on the international front as “one tax and one market”. The Company Secretaries practice in almost all the branches of law and possess a strong accounting background. They are competent professionals to handle the regulatory compliances under the GST laws. Various state governments have recognized the importance of Company Secretaries to play a pivotal role in conducting VAT Audits and appearing as authorised representatives before the Appellate Authorities. The Company Secretaries are rendering value added services to the trade and industry in corporate management and direct and indirect taxes and act as a transition vehicle for smooth implementation of GST.

With a view to equip Company Secretaries with the skills and develop competency in the area of GST, ICSI and National Institute of Financial Management (NIFM), Faridabad an autonomous Institution of Ministry of Finance, Government of India, have joined hands to offer a Certificate course in GST for its members. The course gives a comprehensive insight about principles of GST as well as other nuances of the new indirect tax regime. It encourages the candidate to gain an understanding about relevancy of GST inclusively as well as of the preparations and challenges that lie ahead.

► ELIGIBILITY CRITERIA

The members of the Institute shall be eligible for the admission to the course.

► REGISTRATION

The members interested to apply for the course shall apply online through **www.icsi.edu**.

The members will be enrolled on first come first served basis.

► FEE STRUCTURE

Registration Fee (One time) : Rs. 12500/- plus taxes as applicable. The fees will be paid online.

► COURSE STRUCTURE

The certificate course in GST is an advanced level course and shall test a candidate's knowledge of various concepts of GST along with the transitional issues.

In order to give sufficient practical knowledge of GST, the course has been modeled with a combination of web based study & self study followed by an online examination.

The duration of the course is divided into 4 Sundays (approximately one month) comprising:

Mode of Learning	No. of Hours	Purpose of Learning
Web based training on Sundays	25 hours	To give sufficient practical knowledge
Online Examination	After completion of Self study and web based training	

► ATTENDANCE

Attendance of 60% is necessary in web based classes to sit in the examination.

Candidate who is not able to attend the classes will be provided one additional chance to view the recorded video.

► EXAMINATION/ASSESSMENT

An online test / assignment will be conducted at the end of the course.

In case the participant is unable to qualify the online test in his first attempt, he will be given two more attempt(s) to appear and qualify the online test in subsequent batch(es) of the course.

Non appearance at the examination shall also be counted as an attempt.

There will be no separate examination fee.

► CERTIFICATION

The candidates successfully completing the Course shall be awarded a Certificate to that effect in the appropriate form by ICSI jointly with NIFM.

► COURSE CONTENTS

1st Session

- Overview of GST Act – CGST/SGST
- Meaning and Scope of Supply of Goods & Services
- Registration – Persons liable for Registration under the Act
- Role of GSTN
- Filing of Returns
- Types of Returns and Formats
- Input Tax Credit and its matching

2nd Session

- Overview of IGST Act
- Place of Supply of Goods and Services
- Cross-utilisation of IGST & Funds Transfer
- Time of Supply & Valuation of Supply of Goods & Services
- Input Tax Credit and ISD
- Electronic Commerce and Job work

3rd Session

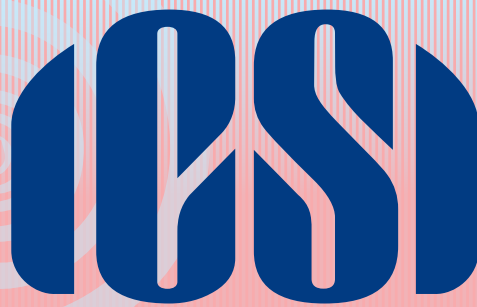
- Tax Invoice, Credit / Debit Notes & Payments
- Transitional Provisions
- TDS and TCS in GST
- Compensation to States under GST
- Demands, Recovery and Refund

4th Session

- Assessment and Audit
- Practical Session on filing of online forms and returns under GST
- Appeals and Revision
- Advance Ruling
- Inspection, Search, Seizure and Arrest
- Prosecution, Offences and Penalties

5th Session

- On-line Examination



Motto

“ सत्यं वद। धर्मं चर।
इष्टार्कं तेह त्रुथे. कर्मेवेह ह्यु तेह क्व.”

Vision

“ To be a global leader in promoting
good corporate governance ”

Mission

“ To develop high calibre professionals facilitating
good corporate governance ”



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