

## **B.COM (Vocational Course)**

### **Scheme of Examinations & Syllabi**

**w.e.f. 2016-17**

#### **B.Com. Vocational Courses in (Tax Procedure and Practices) – B**

NOTE: For each of the six semesters, a student opting for any of the above said courses will be required to take **six** papers in all. The syllabi for the first four papers in each semester shall be common to the syllabi of B.Com. Pass Course **excluding B.Com Vocational Course (Tax Procedure & Practices) for 5<sup>th</sup> and 6<sup>th</sup> Semesters.** Semester-wise papers are given as follows:

#### **B.COM (FIRST YEAR)**

##### **Vocational Course: First Semester**

##### **Scheme of Examinations & Syllabi w.e.f. 2016-17**

**For the first semester, a student will have to take the following four compulsory papers:**

<b>Paper Code</b>	<b>Name of Paper</b>	<b>I.A*</b>	<b>PR*/TR*</b>	<b>Theory</b>	<b>Time</b>
1.01	Financial Accounting – I	20	--	80	3 hours
1.02	Business Mathematics – I	20	--	80	3 hours
1.03	Business Economics – I	20	--	80	3 hours
1.04	Business Management – I	20	--	80	3 hours

**Rest two papers will be taken according to the course as mentioned below:**

#### ***B. Com I (Tax procedure and Practices) –B***

B 1.05	Income Tax Act – I	10	20	70	3 hours
B 1.06	Introduction to Taxes and Service Tax	10	20	70	3 hours

#### **B.Com I (Vocational Course) Second Semester:**

**For the Second semester, a student will have to take the following four compulsory papers:**

<b>Paper Code</b>	<b>Name of Paper</b>	<b>I.A*</b>	<b>PR*/TR*</b>	<b>Theory</b>	<b>Time</b>
2.01	Financial Accounting – II	20	--	80	3 hours
2.02	Business Mathematics – II	20	--	80	3 hours
2.03	Business Economics – II	20	--	80	3 hours
2.04	Business Management – II	20	--	80	3 hours

#### **Environmental Studies (Qualifying Paper)**

**Rest two papers will be taken according to the course as mentioned below:**

#### ***B. Com I (Tax procedure and Practices) –B***

B 2.05	Income Tax Act-II	10	20	70	3 hours
B 2.06	Income Tax Law and Administration	10	20	70	3 hours

**B.COM (SECOND YEAR)**  
**Vocational Course: Third Semester**  
**Scheme of Examinations & Syllabi w.e.f. 2017-18**

**For the Third semester, a student will have to take the following four compulsory papers:**

	<b>I.A.*</b>	<b>PR*/TR*</b>	<b>Theory</b>	<b>Time</b>
	<b>Marks</b>	<b>Marks</b>		
3.01 Corporate Accounting – I	20	--	80	3 hours
3.02 Business Statistics – I	20	--	80	3 hours
3.03 Business Regulatory Framework – I	20	--	80	3 hours
3.04 Corporate Law – I	20	--	80	3 hours

**Rest two papers will be taken according to the course as mentioned below:**

***B. Com II (Tax procedure and Practices) –B***

B 3.05 Value Added Tax	10	20	70	3 hours
B 3.06 Central Sales Tax	10	20	70	3 hours

**B.Com II (Vocational Course) Fourth Semester:**

**For the fourth semester, a student will have to take the following four compulsory papers:**

	<b>I.A.*</b>	<b>PR*/TR*</b>	<b>Theory</b>	<b>Time</b>
	<b>Marks</b>	<b>Marks</b>		
4.01 Corporate Accounting – II	20	--	80	3 hours
4.02 Business Statistics – II	20	--	80	3 hours
4.03 Business Regulatory Framework – II	20	--	80	3 hours
4.04 Corporate Law – II	20	--	80	3 hours

**Rest two papers will be taken according to the course as mentioned below:**

***B. Com II (Tax procedure and Practices) –B***

B 4.05 Customs Duty-I	10	20	70	3 hours
B.4.06 Central Excise Duty-I	10	20	70	3 hours

**B.COM (THIRD YEAR)**  
**Vocational Course: Fifth Semester**  
**Scheme of Examinations w.e.f. 2018-19**  
**in (Tax Procedure & Practices – B) Course:**

**For the 5<sup>th</sup> semester a student will have to take the following six compulsory papers:**

5.02	Cost Accounting-I	20	--	80	3 hours
5.03	Accounting for Management	20	--	80	3 hours
5.04	Financial Market Operations	20	--	80	3 hours
5.06(iii)	Investment Management	20	--	80	3 hours
B 5.05	Customs Duty-II	10	20	70	3 hours
B 5.06	Central Excise Duty-II	10	20	70	3 hours

**Vocational Course: Sixth Semester:**  
**Scheme of Examinations w.e.f. 2018-19**  
**in (Tax Procedure & Practices – B) Course:**

**For the 6<sup>th</sup> semester a student will have to take the following six compulsory papers:**

6.02	Cost Accounting –II	20	--	80	3 hours
6.03	Financial Management	20	--	80	3 hours
6.04	Auditing	20	--	80	3 hours
6.06(ii)	International Marketing	20	--	80	3 hours
B 6.05	Corporate Taxation	10	20	70	3 hours
B 6.06	Tax Planning	10	20	70	3 hours

\*IA Stands for Internal Assessment

\*PR Stands for Project Report

\*TR Stands for Training Report

\*P Stands for Practical

**Project Report:** Every student of B.Com-Vocational Course (excepting B.Com.Computer Application) 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup> and 6<sup>th</sup> semesters shall be required to prepare a Project-Report on any subject of the concerned semester. The topic and the supervisor for the project will be decided by the College. The project work shall consist of information collected from any kind / size of business / service entity. The work for project can be done after the classes are over and on holidays of the University because it is not based on training. Two copies of the Project - Report (in not more than two thousand words) shall be submitted by the student duly signed by the supervisor within 20 days after the commencement of 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup> and 6<sup>th</sup> semester examinations as the case may be.

**Training Report:** Every student of B.Com-Vocational Course (excepting B.Com.Computer Application) of 4<sup>th</sup> semester, shall be sent on 2 weeks training after the respective semesters in any Commercial / Industrial / Service Entities. The student shall submit two typed copies of the training report within 20 days after the commencement of 5<sup>th</sup> semester examinations. Every student shall have to affix the certificate of training – completion from the Organisation where he / she joined for training program. The Principal of the concerned college shall place the Project-Reports for evaluation before the Board of Examiners comprising supervisor and one more examiner (as external to be appointed by the HOD Commerce, MDU Rohtak).

The evaluation of Project- Report/Training Report shall be done on the basis of presentation of the Report by the candidate and performance in the viva-voce. In case of dispute on evaluation between the examiner and the supervisor, the HOD Commerce, MDU Rohtak shall act as mediator. The awards of the Project Report/Training Report shall be sent by the Principal of the concerned college to the Controller of Examinations. The practical examination of Computer Papers for B.Com-Vocational (Computer Application) shall be conducted jointly by the internal and external examiners.

**B.Com I (First Semester)**  
**Vocational Course (Tax Procedure and Practices)**  
**w.e.f session 2016-17**  
**Paper: Income Tax Act - I**  
**Paper Code: B-1.05**

**Time: 3 Hours**

**Max Marks-70**

**Training Report- 20**

**Internal Marks- 10**

**Note:** - The Examiner shall set nine questions in all covering the whole syllabus. Question No. 1 will be compulsory covering all the units and shall carry 7 small questions of two marks each. The rest of the eight questions will be set from all the four units. The Examiner will set two questions from unit out of which the candidate shall attempt four questions selecting one question from each unit. All the questions shall carry 14 marks each.

**Unit I**

Introduction: Important terms and Definitions; Determination of Residential Status, Income which don't form part of Total Income.

**Unit II**

Computation of Total Income; Heads of Income- Salaries, Income from House Property

**Unit III**

Profit & Gains from Business and Profession, Depreciation, Capital gains, Income from Other sources.

**Unit IV**

Clubbing of Income and aggregation of income; Set off and carry forward of losses; Deductions from Gross Total Income under Chapter VIA.

*Suggested Readings:*

1. *Direct Taxes law & Practice – Dr. H.C.Mehrotra & Dr. S.P. Goyal, Sahitya Bhawan Publications, Agra.*
2. *Direct Taxes law & Practice – Dr. Bhagwati Prasad – Wishwa Prakashan, N.Delhi.*
3. *Simplified Approach to income Tax: Dr. Girish ahuja & Dr. Ravi Gupta – Sahitya Bhawan Publishes & Distributors, Agra.*
4. *Direct Taxes Law 7 Practice – Dr. Vinod K. Singhanian & Dr. Monica Singhanian, Taxmann Publications, New Delhi.*
5. *Income Tax Law & Practice : V P Gaur, D P Narang, Puja Gaur, Rajeev Puri, Kalyani Publishers.*
6. *Income Tax Law & Accounts: Dr. R.K. Jain, SBPD Publications, Agra*
7. *Income Tax Law: B.K. Aggarwal & Rajiv Aggarwal, Nirupam Sahitya Sadan, Agra.*

**B.Com-I (First Semester)**  
**Vocational Course(Tax Procedure and Practices)**  
**w.e.f. session 2016-17**  
**Paper: Introduction of taxes and Service tax**  
**Paper Code: B - 1.06**

**Max. Marks : 70**

**Time : 3 hours Internal Assessment : 10 Marks**

**Project Report: 20 Marks**

Note: The Examiner shall set nine questions in all covering the whole syllabus. Question No.1 will be compulsory covering all the units and shall carry 7 small questions of two marks each. The rest of the eight questions will be set from all the four units. The examiner will set two questions from each unit out of which the candidate shall attempt four questions selecting one question from each unit. All questions shall carry 14 marks each.

**Unit I**

Meaning of Tax-features of tax and types of taxes. Direct and indirect taxes -meaning, features, merits and demerits. Difference between direct and indirect taxes. Central and state powers of taxation

**Unit II**

Introduction to service tax, History of Service Tax in India, Constitutional Authority, Salient features of Service Tax, basis of charge of service tax, Negative list approach of taxation of service, sources of service tax law, objectives, future growth and administration of service tax

Point of Taxation, Determination of Point of Taxation,  
Place of Provision of service and their rules:

**UNIT III**

Provisions relating to Service Tax: Registration Procedure, Service Receiver liable to pay service tax, Payment of service tax

Computation of Service Tax: Computation of service tax and revaluation of service tax

**UNIT IV**

Assessment Procedure: Filing of Returns and Assessment under service tax

Appeals, Refund and Penalties:

Abatements and Exemptions

**Suggested Readings:-**

1. V.S.Datey, *Indirect Taxes*, Taxmann's Publications Pvt. Ltd. New Rohtak Road, New Delhi – 110005.
2. Dr. H.C.Mehrota, *Indirect Taxes Law and Practice*, Sahitya Bhawan Publications, Hospital Road, Agra -282003.
3. Dr. Girish Ahuja and Dr. Ravi Gupta, *Systematic Approach to Income Tax*, Bharat Law House Pvt. Ltd., New Delhi – 10083.
4. Dr. V.K. Singhania and Dr. Monika Singhania, *Students' Guide to Income Tax*, Taxmann's Publication Pvt. Ltd, New Rohtak Road, New Delhi- 110005.
5. Dr. Girish Ahuja and Dr. Ravi Gupta, *Simplified Approach to Corporate Tax Planning and Management*, Bharat Law House Pvt. Ltd., New Delhi – 110083.
6. *Indirect Taxes: Rajeev Puri & Puja Gaur*, Nirupam Sahitya Sadan, Agra

**7. B.Com I-(Second Semester)**  
**Vocational Course (Tax Procedure and Practices)**  
**w.e.f session 2016-17**  
**Paper: Income Tax Act – II**  
**Paper Code: B 2.05**

**Time: 3 Hours**  
**Max. Marks: 70**

**Project Report: 20**  
**Internal Marks: 10**

**Note:** - The Examiner shall set nine questions in all covering the whole syllabus. Question No. 1 will be compulsory covering all the units and shall carry 7 small questions of two marks each. The rest of the eight questions will be set from all the four units. The Examiner will set two questions from unit out of which the candidate shall attempt four questions selecting one question from each unit. All the questions shall carry 14 marks each.

**Unit- I**

Computation of Total Income and Tax Liability of Individual; Assessment of Agriculture Income.

**Unit- II**

Computation of Total Income and Tax Liability of HUF;  
Computation of Total Income and Tax Liability of Firm.

**Unit- III**

Assessment of cooperative society, Assessment of Charitable/ Religious Trust, Educational Institutions/ Political Parties.

**Unit- IV**

Assessment of discontinued business, Assessment of non-residents in India,  
Double Taxation Relief.

*Suggested Readings:*

1. *Direct Taxes law & Practice – Dr. H.C.Mehrotra & Dr. S.P. Goyal, Sahitya Bhawan Publications, Agra.*
2. *Direct Taxes law & Practice – Dr. Bhagwati Prasad – Wishwa Prakashan, N.Delhi.*
3. *Simplified Approach to income Tax: Dr. Girish ahuja & Dr. Ravi Gupta – Sahitya Bhawan Publishes & Distributors, Agra.*
4. *Direct Taxes Law 7 Practice – Dr. Vinod K. Singhania & Dr. Monica Singhania , Taxmann Publications, New Delhi.*
5. *Income Tax Law & Practice : V P Gaur, D P Narang, Puja Gaur, Rajeev Puri, Kalyani Publishers.*
6. *Income Tax Law & Accounts: Dr. R.K. Jain, SBPD Publications, Agra*
7. *Income Tax Law: B.K. Aggarwal & Rajiv Aggarwal, Nirupam Sahitya Sadan, Agra*

**B.Com I (Second Semester)**  
**Vocational Course (Tax Procedure and Practices)**  
**w.e.f session 2016-17**  
**Paper: Income Tax Law and Administration**  
**Code: B-2.06**

**Time: 3 Hours**  
**Max. Marks: 70**

**Project Report: 20**  
**Internal Marks: 10**

**Note:** - The Examiner shall set nine questions in all covering the whole syllabus. Question No. 1 will be compulsory covering all the units and shall carry 7 small questions of two marks each. The rest of the eight questions will be set from all the four units. The Examiner will set two questions from unit out of which the candidate shall attempt four questions selecting one question from each unit. All the questions shall carry 14 marks each.

**Unit-I**

Assessment procedure, self assessment tax computation of interest payable for delay payment of self assessment tax assessment procedure and types of assessment.

Return of Income: who is liable to file return of income; time limit; return by whom to be signed; filing and filling of returns; Belated return, revised return, defective return, return of loss.

**Unit-II**

Tax deducted at Source: Provisions regarding obtain TAN (Tax deducted/collected Account Number) under Form no. 49B; who and when the person is liable to deduct tax at source; Procedure and provisions regarding rate of Tax deducted at source on various payments. Provisions regarding certificate to be issued to the recipients-filing and issue of the various TDS forms (16 and 16A);

Provisions regarding Deposit of tax deducted at source-filing and filling of challan and deposit of tax; Advance Payment of Tax: who is liable to pay advance tax; computation of advance tax; installment and due date of advance tax; Provisions regarding interest payable in case of delay payment and deferment of advance tax; Procedure regarding filling of challan and deposit of advance tax?

**Unit-III**

Appeal and revision Appeal: various appealable authority constitutions, right procedure for appealing. Recovery of Tax: Salient provisions and modes of recovery.

Refund of Tax: Procedure of claiming refund; main provisions: Interest on refund; Interest of excess refund; Persons entitled to claim refund.

**Unit-IV**

Income Tax Authorities: - Hierarchy; Duties and Powers.

Penalty: General principles; various items of penalties, Power of Commissioner to waive penalty. Offences and Prosecutions.

*Suggested Readings:*

1. *Direct Taxes law & Practice – Dr. H.C.Mehrotra & Dr. S.P. Goyal, Sahitya Bhawan Publications, Agra.*
2. *Direct Taxes law & Practice – Dr. Bhagwati Prasad – Wishwa Prakashan, N.Delhi.*
3. *Simplified Approach to income Tax: Dr. Girish ahuja & Dr. Ravi Gupta – Sahitya Bhawan Publishes & Distributors, Agra.*
4. *Direct Taxes Law & Practice – Dr. Vinod K. Singhanian & Dr. Monica Singhanian, Taxmann Publications, New Delhi.*
5. *Income Tax Law & Practice : V P Gaur, D P Narang, Puja Gaur, Rajeev Puri, Kalyani Publishers.*
6. *Income Tax Law & Accounts: Dr. R.K. Jain, SBPD Publications, Agra*
7. *Income Tax Law: B.K. Aggarwal & Rajiv Aggarwal, Nirupam Sahitya Sadan, Agra*



**B.Com-II (Third Semester)**  
**Vocational Course (Tax Procedure and Practices)**  
**w.e.f session 2017-18**

**Paper : Value Added Tax**

**Paper Code : B - 3.05**

**Max. Marks : 70**

**Time : 3 hours**

**Internal Assessment : 10 Marks**

**Project Report: 20 Marks**

Note: The Examiner shall set nine questions in all covering the whole syllabus. Question No.1 will be compulsory covering all the units and shall carry 7 small questions of two marks each. The rest of the eight questions will be set from all the four units. The examiner will set two questions from each unit out of which the candidate shall attempt four questions selecting one question from each unit. All questions shall carry 14 marks each.

**Unit I**

Introduction, historical background and jurisdiction of vat benefit of VAT need for introducing for VAT merits and demerits of VAT in Indian context present position of VAT  
Meaning of cascading effect of tax disadvantages of cascading effect of tax VAT avoid cascading effects of tax.

**Unit II**

Taxonomy of VAT: different stages of VAT  
variant of VAT gross product variant income variant consumption variant  
methods of computation of VAT addition method invoice method subtraction method tax credit method

**Unit III**

Input tax credit, concept of input tax and output tax, scope of input tax credit, eligible purchases for availing input tax credit, purchases not available for input tax credit, concepts of input tax credit on capital goods.  
Registration person eligible for registration, types of registration, cancellation of registration and tax payer identification number.

**Unit IV**

VAT invoice, importance of VAT invoice content of VAT invoice and particulars of invoice, returns under VAT records maintain under VAT system, assessment under VAT system tax rate under VAT

**Suggested Readings:**

1. V.S.Datey, *Indirect Taxes*, Taxmann's Publications Pvt. Ltd. New Rohtak Road, New Delhi – 110005.
2. Dr. H.C.Mehrota, *Indirect Taxes Law and Practice*, Sahitya Bhawan Publications, Hospital Road, Agra -282003.
3. Dr. Girish Ahuja and Dr. Ravi Gupta, *Systematic Approach to Income Tax*, Bharat Law House Pvt. Ltd., New Delhi – 10083.
4. Dr. V.K. Singhania and Dr. Monika Singhania, *Students' Guide to Income Tax*, Taxmann's Publication Pvt. Ltd, New Rohtak Road, New Delhi- 110005.
5. Dr. Girish Ahuja and Dr. Ravi Gupta, *Simplified Approach to Corporate Tax Planning and Management*, Bharat Law House Pvt. Ltd., New Delhi – 110083.
6. *Indirect Taxes: Rajeev Puri & Puja Gaur*, Nirupam Sahitya Sadan, Agra

**B.Com-II (Third Semester)**  
**Vocational Course ((Tax Procedure and Practices)**  
**w.e.f. session 2017-18**  
**Paper - Central Sales Tax**  
**Paper Code: B- 3.06**

**Max. Marks : 70**

**Time : 3 hours Internal Assessment : 10 Marks**

**Project Report: 20 Marks**

Note: The Examiner shall set nine questions in all covering the whole syllabus. Question No.1 will be compulsory covering all the units and shall carry 7 small questions of two marks each. The rest of the eight questions will be set from all the four units. The examiner will set two questions from each unit out of which the candidate shall attempt four questions selecting one question from each unit. All questions shall carry 14 marks each.

**Unit I**

Regulatory framework – An overview of Central Sales Tax, 1956;

Important Terms and Definitions: Dealer, Declared goods, Goods, place of business, sale, sale price, turnover, Inter-State Sale.Principles for determining – When Central Sales Tax is leviable; the concept of sale or purchase of goods in the course of inter state trade or commerce.

**Unit II**

When does a sale or purchase of goods take place outside the State. When does the sale or purchase of goods is in the course of Import or export.

Registration of dealers and procedure thereof – filling and filing of application in form A for registration; relevant fee payable; security/surety for registration.

Grant of Certificate of Registration in form: 3.Procedure for amendment, cancellation and obtaining duplicate certificate of registration.

**Unit III**

Rates of Tax: concessional rates when availed; kinds of forms for availing concessional rates and maintenance of record related thereto.Sales to the registered dealers against form C

Purchase obligations; Procedure for obtaining Form C From Sales Tax Authorities and issuing of Form C to dealers. Application under prescribed form with requisite fee for obtaining Form C. Maintenance of records for receipts and issue of Form C Form

Sellers Obligations; Obtaining Form C' Form collected and submission of C' Form at the time of assessment.

**Unit IV**

Branch and Consignment Transfer Inter State Transfer of goods from one office to another Principal to agent to Principal and issue and receipt of Form-F.Application for obtaining F form and the relevant fee; maintenance of records of such forms and matters incidentals thereto.Determination of turnover; deductions from turn over.

*Suggested Readings:*

1. *V.S.Datey, Indirect Taxes, Taxmann's Publications Pvt. Ltd. New Rohtak Road, New Delhi – 110005.*
2. *Dr. H.C.Mehrota, Indirect Taxes Law and Practice, Sahitya Bhawan Publications, Hospital Road, Agra -282003.*
3. *Dr. Girish Ahuja and Dr. Ravi Gupta, Systematic Approach to Income Tax, Bharat Law House Pvt. Ltd., New Delhi – 10083.*
4. *Dr. V.K. Singhanian and Dr. Monika Singhanian, Students' Guide to Income Tax, Taxmann's Publication Pvt. Ltd, New Rohtak Road, New Delhi- 110005.*
5. *Dr. Girish Ahuja and Dr. Ravi Gupta, Simplified Approach to Corporate Tax Planning and Management, Bharat Law House Pvt. Ltd., New Delhi – 110083.*
6. *Indirect Taxes: Rajeev Puri & Puja Gaur, Nirupam Sahitya Sadan, Agra*

**B.Com II (Fourth Semester)**  
**Vocational Course (Tax Procedure and Practices)**  
**w.e.f session 2017-18**  
**Paper: Customs Duty-I**  
**Paper Code: B- 4.05**

**Time: 3 Hours**  
**Max. Marks: 70**

**Project Report: 20**  
**Internal Marks: 10**

**Note:** - The Examiner shall set nine questions in all covering the whole syllabus. Question No. 1 will be compulsory covering all the units and shall carry 7 small questions of two marks each. The rest of the eight questions will be set from all the four units. The Examiner will set two questions from unit out of which the candidate shall attempt four questions selecting one question from each unit. All the questions shall carry 14 marks each.

**Unit- I**

Customs Act, 1962: Customs Duty: Meaning, Nature, Types, Role custom in international trade, Constitutional Authority for levy of Customs Duty, Prohibitions of Importation and Exportation of goods, Important Definitions.

**Unit – II**

Customs Duty Authorities and their Power, Appeals and Revisions, Penalties and Prosecutions.

**Unit – III**

Tax liability and valuation of goods, Valuation and computation of Customs Duty.

**Unit – IV**

Clearance of Baggage - Import of Baggage – Meaning and kinds of Baggage; Rules and Procedure of import thereof- (General Passenger, Tourist Passenger and Transfer of Resident Passenger.

*Suggested Readings:*

1. *V.S.Datey, Indirect Taxes, Taxmann's Publications Pvt. Ltd. New Rohtak Road, New Delhi – 110005.*
2. *Dr. H.C.Mehrota, Indirect Taxes Law and Practice, Sahitya Bhawan Publications, Hospital Road, Agra -282003.*
3. *Dr. Girish Ahuja and Dr. Ravi Gupta, Systematic Approach to Income Tax, Bharat Law House Pvt. Ltd., New Delhi – 10083.*
4. *Dr. V.K. Singhania and Dr. Monika Singhania, Students' Guide to Income Tax, Taxmann's Publication Pvt. Ltd, New Rohtak Road, New Delhi- 110005.*
5. *Dr. Girish Ahuja and Dr. Ravi Gupta, Simplified Approach to Corporate Tax Planning and Management, Bharat Law House Pvt. Ltd., New Delhi – 110083.*
6. *Indirect Taxes: Rajeev Puri & Puja Gaur, Nirupam Sahitya Sadan, Agra*

**B.Com II(Fourth Semester)**

**Vocational Course (Tax Procedure and Practices)**  
**w.e.f session 2017-18**  
**Paper - Central Excise Duty-I**  
**Paper Code : B- 4.06**

**Time: 3 Hours**  
**Max. Marks: 70**

**Project Report: 20**  
**Internal Marks: 10**

Note: The Examiner shall set nine questions in all covering the whole syllabus. Question No.1 will be compulsory covering all the units and shall carry 7 small questions of two marks each. The rest of the eight questions will be set from all the four units. The examiner will set two questions from each unit out of which the candidate shall attempt four questions selecting one question from each unit. All questions shall carry 14 marks each.

**Unit – I**

Central Excise Act 1944:- Central Excise Duty: Meaning, Nature, features, Kinds of Excise Duty, Merits & Demerits of Excise Duty, Basis of Excise Duty, Distinction between Central Excise Duties and Customs. Important Definitions.

**Unit –II**

Excisability and Manufacture; Classification of excisable goods; General procedure of Central Excise.

**Unit – III**

Central Excise Authorities and their powers, Registration Procedure, Appeals and Settlement, Penalties, Offences and Punishments.

**Unit – IV**

Valuation of Goods, Inclusion and Exclusion from excisable value; compounded levy scheme. Computation of Central Excise Duty: Concession to Small Scale Industries.

*Suggested Readings:*

1. V.S.Datey, *Indirect Taxes*, Taxmann's Publications Pvt. Ltd. New Rohtak Road, New Delhi – 110005.
2. Dr. H.C.Mehrota, *Indirect Taxes Law and Practice*, Sahitya Bhawan Publications, Hospital Road, Agra -282003.
3. Dr. Girish Ahuja and Dr. Ravi Gupta, *Systematic Approach to Income Tax*, Bharat Law House Pvt. Ltd., New Delhi – 10083.
4. Dr. V.K. Singhania and Dr. Monika Singhania, *Students' Guide to Income Tax*, Taxmann's Publication Pvt. Ltd, New Rohtak Road, New Delhi- 110005.
5. Dr. Girish Ahuja and Dr. Ravi Gupta, *Simplified Approach to Corporate Tax Planning and Management*, Bharat Law House Pvt. Ltd., New Delhi – 110083.
6. *Indirect Taxes: Rajeev Puri & Puja Gaur*, Nirupam Sahitya Sadan, Agra

**B.Com III (Fifth Semester)**  
**Vocational Course (Tax Procedure and Practices)**  
**w.e.f session 2018-19**  
**Paper –Custom duty-II**  
**Paper Code : B- 5.05**

**Max. Marks: 70**

**Training Report: 20**  
**Internal Marks: 10**

**Time: 3 Hours**

Note: The Examiner shall set nine questions in all covering the whole syllabus. Question No.1 will be compulsory covering all the units and shall carry 7 small questions of two marks each. The rest of the eight questions will be set from all the four units. The examiner will set two questions from each unit out of which the candidate shall attempt four questions selecting one question from each unit. All questions shall carry 14 marks each.

**Unit – I**

Clearance Procedure : Procedure and filling & filing of Relevant Document  
Shipping bill for Export of Suitable Goods, Duty free Goods, Duty free Goods Ex-Bond.  
Bill for Export of Duitable Goods , Duty free Goods , Duty Free Goods Ex-Bond.

**Unit-II**

Customs Procedures:  
Import Procedure and Documents, Export Procedure and Documents.  
Assessment and Provisional Assessment, Relevant date,  
Execution of bond , Demurrage charges.

**Unit III**

Exemptions from customs duty and General Exemptions, Remission on lost and pilfered goods and relinquished goods , Abatement of duty, Refund of Customs duty, Re-exports, Demands of custom duty, Recovery of sums due to government.

**Unit IV**

Export Incentives and EOU and SEZ  
Foreign Trade policy, Export Promotional Measures, Duty Free Import Authorisation, Duty Entitlement Pass Book Scheme,  
Duty Drawback: Meaning , Types, claims procedure, deemed Export.

**Suggested Readings:**

1. *V.S.Datey, Indirect Taxes, Taxmann's Publications Pvt. Ltd. New Rohtak Road, New Delhi – 110005.*
2. *Dr. H.C.Mehrota, Indirect Taxes Law and Practice, Sahitya Bhawan Publications, Hospital Road, Agra -282003.*
3. *Dr. Girish Ahuja and Dr. Ravi Gupta, Systematic Approach to Income Tax, Bharat Law House Pvt. Ltd., New Delhi – 10083.*
4. *Dr. V.K. Singhania and Dr. Monika Singhania, Students' Guide to Income Tax, Taxmann's Publication Pvt. Ltd, New Rohtak Road, New Delhi- 110005.*
5. *Dr. Girish Ahuja and Dr. Ravi Gupta, Simplified Approach to Corporate Tax Planning and Management, Bharat Law House Pvt. Ltd., New Delhi – 110083.*
6. *Indirect Taxes: Rajeev Puri & Puja Gaur, Nirupam Sahitya Sadan, Agra*

**B.Com III (Fifth Semester)**  
**Vocational Course (Tax Procedure and Practices)**  
**w.e.f session 2018-19**  
**Paper –Central Excise duty-II**  
**Paper Code : B- 5.06**

**Time: 3 Hours**  
**Max. Marks: 70**

**Training Report: 20**  
**Internal Marks: 10**

Note: The Examiner shall set nine questions in all covering the whole syllabus. Question No.1 will be compulsory covering all the units and shall carry 7 small questions of two marks each. The rest of the eight questions will be set from all the four units. The examiner will set two questions from each unit out of which the candidate shall attempt four questions selecting one question from each unit. All questions shall carry 14 marks each.

**Unit – I**

Types of Clearances: Clearances of Excisable Goods under Self Removal Procedure, compounding scheme; clearance of non excisable goods, removable of goods for home consumption; removal of goods for exports.

**Unit - II**

(1) Removal of goods for home consumption:

(a) Removal of goods under compounded levy scheme, Application for exercise of this option.

(b) Self removal procedure-applicability and its salient features-record based control and production based control, Depositing of excise duty under challan TR-6 /e-payment, Preparation of Invoice and Maintenance of other records like P.L.A, RG 23 C – Part I & II Register, RG-23 A – Part I & II, RG – I Register.

(c) Clearance of non-excisable goods.

(2) Removal of goods for export:

Export of excisable goods, excise concession in case of exports. Types of exporters- manufacturer exporter and merchant exporter. Export of excisable goods under claim for rebate, export under bond and procedures thereof. Form No. ARE –I, ARE-II and ARE-III. Monthly Returns under SRP – ER –I.

**Unit III**

CENVAT: What is CENVAT, salient feature of CENVAT

Small Scale Industry:

- i) Eligibility of SSI which are exempted from licensing control,
- ii) SSI availing concession rate of duty, General exemption in Small Scale Exemption Scheme under Notification No. 08/2003 as amended.

**Unit – IV**

Books of Accounts, Records and their Preservation.

- a) Records RG - I, Register for (daily production and clearance.)
- b) Account of Principal Raw Material RG-23A Part – I.
- c) CENVAT and Proforma Credit Record RG 23 A (Part –II) RG 23 C (Part– II)
- d) Personal Ledger Account.
- e) Goods received for reprocessing.

CT–1/CT-2 For obtaining excisable goods for special industrial purpose without Payment of whole or part of the duty and state the nature & quantity of such goods used for finalized products.

*Suggested Readings:*

1. *V.S.Datey, Indirect Taxes, Taxmann's Publications Pvt. Ltd. New Rohtak Road, New Delhi – 110005.*
2. *Dr. H.C.Mehrota, Indirect Taxes Law and Practice, Sahitya Bhawan Publications, Hospital Road, Agra -282003.*
3. *Dr. Girish Ahuja and Dr. Ravi Gupta, Systematic Approach to Income Tax, Bharat Law House Pvt. Ltd., New Delhi – 10083.*
4. *Dr. V.K. Singhania and Dr. Monika Singhania, Students' Guide to Income Tax, Taxmann's Publication Pvt. Ltd, New Rohtak Road, New Delhi- 110005.*
5. *Dr. Girish Ahuja and Dr. Ravi Gupta, Simplified Approach to Corporate Tax Planning and Management, Bharat Law House Pvt. Ltd., New Delhi – 110083.*
6. *Indirect Taxes: Rajeev Puri & Puja Gaur, Nirupam Sahitya Sadan, Agra*

**B.Com-III (Sixth Semester)**  
**Vocational Course(Tax Procedure and Practices)**  
**w.e.f 2018-19**  
**Paper - Corporate Taxation**  
**Paper Code : B -6.05**

**Max. Marks : 70**

**Time : 3 hours**

**Internal Assessment : 10 Marks**

**Project Report: 20 Marks**

Note: The Examiner shall set nine questions in all covering the whole syllabus. Question No.1 will be compulsory covering all the units and shall carry 7 small questions of two marks each. The rest of the eight questions will be set from all the four units. The examiner will set two questions from each unit out of which the candidate shall attempt four questions selecting one question from each unit. All questions shall carry 14 marks each.

**Unit-I**

Company : meaning, types; corporate tax, corporate dividend tax, determination of residential status and incidence of tax with reference to residential status; exempted incomes.

**Unit- II**

Assessment of income under various heads- house property income , business income, capital gains.

**Unit- III**

Income from other sources, setting of and carry forward of company's losses ; deductions allowed to a company out of gross total income of a company.

**Unit- IV**

Computation of total income and tax liability of a company. Provisions of minimum alternate tax (MAT).

*Suggested Readings:*

1. *Direct Tax Law & Practice: Dr V.K.Singhania and Dr. Kapil Singhania, Taxmann Publications.*
2. *Income Tax Law & Practice: Dr. H.C.Mehrotra & Dr. S.P.Goyal, Sahitya Bhawan Agra.*
3. *Direct Tax Law & Practice: B.B.Lal, Konark Publication, Delhi.*
4. *Income Tax Law & Practice: VP Gaur, & D B Naranag, Kalyani Publishers, New Delhi*
5. *Systematic Approach to Tax Laws: Dr. Girirsh Ahuja & Dr. Ravi Gupta, Bharat Law House, New Delhi*
6. *Income Tax Law: B.K. Aggarwal & Rajiv Aggarwal, Nirupam Sahitya Sadan, Agra*

**B.Com III(Sixth Semester)**

**Vocational Course (Tax Procedure and Practices)**

**w.e.f session 2018-19**

**Paper: Tax Planning**

**Paper Code: B- 6.06**

**Time: 3 Hours**

**Max. Marks: 70**

**Project Report: 20**

**Internal Marks: 10**

**Note:** - The Examiner shall set nine questions in all covering the whole syllabus. Question No. 1 will be compulsory covering all the units and shall carry 7 small questions of two marks each. The rest of the eight questions will be set from all the four units. The Examiner will set two questions from unit out of which the candidate shall attempt four questions selecting one question from each unit. All the questions shall carry 14 marks each.

**UNIT -I**

Concept of tax planning Method commonly used by tax payers to minimize tax liability-Tax evasion, tax avoidance and tax planning, difference between tax planning, tax avoidance and tax evasion. Meaning of tax planning, Types of tax planning, objectives of tax planning, Precautions in tax planning, need for tax planning, limitation of tax planning. Difference between tax planning and tax management.

**UNIT-II**

Tax planning for new business, Location and nature and size of business, forms of business organization Tax planning in respect of managerial remuneration-Tax planning regarding employees remuneration from employer point of view and employee point of view

**UNIT-III**

Tax planning and managerial decisions, Tax planning in respect of own or lease, Sale of assets used for scientific research, Make or buy decisions, Repair, replace, renewal or renovation of assets, Shut down or continue decision

**UNIT-IV**

Tax planning in respect of foreign income, Selling in domestic or foreign market, Avoidance of double taxation agreement, Foreign collaborations and joint ventures

*Suggested Readings:*

1. *Corporate Tax Planning & Management* by H.C. Mehrotra & S P Goel, Sahitya Bhawan, Agra
2. *Simplified Approach to Corporate Tax Planning & Management:* Dr. Girish Ahuja & Dr. Ravi Gupta, Bharat Law House, New Delhi
3. *Corporate Tax Planning & Management* by V K Singhania & Monica Singhania, Taxmann Publications, New Delhi.
4. *Corporate Tax Planning & Management* by Rajvee Puri & Puja Gaur, Nirupam Sahitya Sadan, Agra.