



Mahatma Gandhi Vidyamandir's
Arts, Science and Commerce College, Manmad
Tal. Nandgaon, Dist. Nashik (Maharashtra), 423104

Syllabus For
B. Voc. in Accounting & Taxation

Under
National Skill Qualification Framework
(NSQF)

Details about Structure/Pattern of Syllabus:

1. **Title of the Course:** Accounting & Taxation
2. **Course Level:** Degree
3. **Syllabus to be implemented from the Academic year:** 2019-20
4. **Preamble of the Syllabus :-**

It has been a long felt necessity to align higher education with the emerging needs of the economy so as to ensure that the graduates of higher education system have adequate knowledge and skills for employment and entrepreneurship. The higher education system has to incorporate the requirements of various industries in its curriculum, in an innovative and flexible manner. The University Grants Commission (UGC) has launched a scheme on skills development based higher education as part of college/university education, leading to Bachelor of Vocation (B.Voc.) Degree with multiple exit and entry option to a Diploma/Advanced Diploma or Bachelors Degree, under the NSQF (National Skills Qualifications Framework). The course content is developed based on NVEQF (National Vocational Educational Qualification Framework), NSQF, CBCS (Choice Based Credit System) & Industry requirements.

5. **Faculty of the Course :** Science & Technology
6. **Eligibility for Admission :** 10+2 pass
7. **Duration of the Course:** Three Years
8. **Intake Capacity of Students:** 50
9. **Examination:**
 - I. **Pattern of Examination :** Semester Pattern
 - i. Internal exam, Term end exam, Practical, Oral, Project.
 - ii. Pattern of the question paper: As per University rules
 - II. **Standard of Passing:** As per Pune University norms
 - III. **ATKT Rules:** A learner shall be allowed to keep term for Semester II irrespective of number of courses of failure in the Semester I.
 - IV. **Award of Class:** The Certification Levels Will lead to Diploma/ Advanced Diploma/ B. Voc. Degree in one or more vocational areas and will be offered under the aegis of the University.

Award	Duration	Total Credits for Award
Diploma	2 Semesters	60
Advanced Diploma	4 Semesters	120
B. Voc. Degree	6 Semesters	180

- V. **External Students:** Not permitted

VI. **Setting of Question Paper/Pattern of Question Paper:** As per Pune University norms

VII. **Verification/Revaluation:** As per Pune University norms

10. Structure of the Course:

I. **Compulsory Paper:** All Papers are Compulsory

II. **Optional Paper:** None

III. **Question Paper and Paper:** As per Pune University norms

IV. **Medium of Instructions:** English

Scheme of Course**SEMESTER-I**

Course Code	Title	Credits	
		General Education	Skill Component
		(Theory)	(Practical)
(AT 111)	<u>Principles and Practice of Accounting</u>	4	6
(AT 112)	<u>Communication Techniques</u>	4	6
(AT 113)	<u>Basic Concepts of Income Tax-:</u>	4	6
	Total	12	18

SEMESTER-II

Course Code	Title	Credits	
		General Education	Skill Component
		(Theory)	(Practical)
(AT 121)	<u>Managerial Accounting</u>	4	6
(AT 122)	<u>Commercial Laws</u>	4	6
(AT 123)	<u>Managerial Skills</u>	4	6
	Total	12	18

SEMESTER-III

Course Code	Title	Credits	
		General Education (Theory)	Skill Component (Practical)
(AT 211)	<u>Company Accounts</u>	4	6
(AT 212)	<u>Income Tax</u>	4	6
(AT 213)	<u>Basic Concepts of Auditing</u>	4	6
	Total	12	18

SEMESTER-IV

Course Code	Title	Credits	
		General Education (Theory)	Skill Component (Practical)
(AT 221)	Principles of Auditing	4	6
(AT 222)	<u>Advance Accountancy I</u>	4	6
(AT 223)	<u>Human Resource Management</u>	4	6
	Total	12	18

SEMESTER-V

Course Code	Title	Credits	
		General Education (Theory)	Skill Component (Practical)
(AT 311)	<u>Advance Accountancy II</u>	4	6
(AT 312)	<u>Advance Accountancy III</u>	4	6
(AT 313)	<u>Tax Laws I</u>	4	6
	Total	12	18

SEMESTER-VI

Course Code	Title	Credits	
		General Education (Theory)	Skill Component (Practical)
(AT321)	<u>Recent Advances in Accounting, & Taxation I</u>	4	6
(AT322)	<u>Recent Advances in Accounting, & Taxation II</u>	4	6
(AT323)	<u>Tax Laws II</u>	4	6
	Total	12	18

SEMESTER-I**Paper I (AT 111) : Principles and Practice of Accounting**

Chapter 1: Theoretical Framework

- Meaning and Scope of Accounting
- Accounting Concepts, Principles And Conventions
- Accounting Terminology – Glossary
- Capital And Revenue Expenditures and Receipts
- Contingent Assets and Contingent Liabilities
- Accounting Policies
- Accounting Standards

Chapter 2: Accounting Process

- Basic Accounting Procedures - Journal Entries
- Ledgers
- Trial Balance
- Subsidiary Books
- Cash Book
- Rectification of Errors
- Bank Reconciliation Statement

Chapter 3 : Accounting for Special Transactions

- Bill Of Exchange and Promissory Notes
- Average Due Date
- Consignment

Chapter 4: Preparation of Final Accounts of Sole Proprietors

- Final Accounts of Non-Manufacturing Entities
- Final Accounts of Manufacturing Entities

Reference Books:

Books on Financial Accounting – 1. Advanced Accountancy Vol. I, - R. L. Gupta & M. Radhaswamy - Sultan Chand & Sons

2. Fundamentals of Accounting, - Dr. T. P. Ghosh, - Sultan Chand & Sons

3. Accountancy For C.A. Foundation Course, - P.C. Tulsian, - Tata Mcgraw Hill

4. Advanced Accountancy Volume –I - P. C. Tulsian, Pearson Education, New Delhi

5. Advanced Accounts, - M.C. Shukla, T. S. Grewal & S.C. Gupta, - S. Chand & Co Ltd.

6. Fundamentals of Accounting, - Dr. S.N. Maheshwari & Dr. S.K. Maheshwari, - Vikas Publishing House, New Delhi

7. Financial Accounting - A Mukherjee & M. Haneef - Tata Mc-Graw Hill

Paper II (AT 112) Communication Techniques

Chapter : 1. Meaning , Definition & Scope of Communication

Types of Communication

Importance of Communication

Process of Communication

Chapter :2 Barriers to Effective Communication

Benefits of Effective Communication

7c of Effective Communication

Better public speaking

Chapter :3 Writing Skills

Reading Skills

Speaking Skills

Listening Skills

Chapter 4 : Presentation Skills

Job Application Process

Resume Writing Skills

Improving Oral Presentation/Communication

References :

1. Bovee, Courtland, John Thill & Mukesh Chaturvedi. Business Communication Today : Dorling Kindersley, Delhi

2. Kaul, Asha: Business Communication: Prentice-Hall of India, Delhi

3. Monippally, Matthukutty M. Business Communication Strategies. Tata McGraw -Hill Publishing Company Ltd., New Delhi

5. Sharma, Sangeeta and Binod Mishra. Communication Skills for Engineers and Scientists: PHI Learning Pvt. Ltd., New Delhi.

4. Basics of Business Communication – Lesikar&Flatley, Tata McGraw Hills

6. Business Communication – Sushmita Day & Others, Reliable Publications, Mumbai

7. Business Communication – N.Gupta, P.Mahajan, SahityaBhavan Publication, Agra. 8. Business Communication – U.S.Rai, S.M.Rai, Himalaya Publishing House, Mumbai.

Paper II (AT 113) Basic Concepts of Income Tax:-

Chapter 1 : Introduction of Income Tax Act 1961

Introduction of basic concept of –

Agricultural income,

Assesse,

Assessment year

, Previous year,

Person,

Income,

Gross total income

List of exempted incomes.

Chapter 2 : Charge of income Tax :

Charge of income Tax

Capital and Revenue Receipts,

capital or revenue expenditure,

Heads of Income;

Chapter 3. : Residential Status –

Rules for determining residential status of Individual, HUF, Firm and Company,

Need to determine residential status, Incidence of tax

Chapter 4: PAN , TAN, TDS

References :

1. “Students Guide to Income Tax”- written by VinodK.Singhania – Publisher: Taxmann Publications Pvt Ltd, New Delhi .
2. “Systematic Approach to Taxation” – Written by Dr Girish Gupta, Dr Ravi Ahuja - Publisher Bharat Publications
3. “Students Handbook on Income tax” – written by T. N. Manoharan and G. R. Hari, publisher - Snow White Publications.
4. “Direct Tax Laws”, written by T. N. Manoharan and G. R. Hari, Publisher - Snow White Publications.
5. “Students Guide to Income Tax” written by Dr MonicaSinghania / Dr.Vinod K Singhania, Publisher: Taxmann Publications Pvt Ltd, New Delhi

SEMESTER-II**Paper I (AT 121) Managerial Accounting**

Chapter 1: Financial Statements of Not-for-Profit Organizations

Chapter 2: Basic Accounting Ratios

Gross Profit Ratio

Net Profit Ratio

Cost of Goods sold Ratio

Liquidity Ratio

Chapter 3 :Elementary study of –

- AS-1- Disclosure of Accounting policies.
- AS-6 - Depreciation Accounting
- AS-10 – Accounting for Fixed Assets

Chapter 4 :Cost Accounting

1. Introduction

a. Basic concepts of

Cost, Expense, Loss,

ii. Costing, Cost Accounting, Cost Accountancy

iii. Cost Unit, Cost Centre

b. Advantages and Limitations of Cost Accounting,

c. Distinction between Financial and Cost Accounting

d. Elements of Costs,

e. Classification of Costs on the basis of various criteria,

f. Preparation of Cost Sheet including Quotations & Tenders.

References :

1. Advanced Accountancy Volume –I - P. C. Tulsian , Pearson Education, New Delhi
2. Advanced Accounts, - M.C. Shukla, T. S. Grewal & S.C. Gupta, - S. Chand & Co Ltd.
3. Fundamentals of Accounting, - Dr. S.N. Maheshwari&Dr. S.K. Maheshwari,-Vikas Publishing House, New Delhi
4. Fundamentals of Cost Accounting, - Dr. S.N. Maheshwari, - Sultan Chand & Sons
5. Cost Accounting - Maheshwari and Mittal
6. Advanced Cost Accounting - Jain AndNarang
7. Cost Accounting - Nigam and Sharma
8. www.icaai.org .

Paper II (AT 122) COMMERCIAL LAWS

Chapter 1: Indian Contract Act, 1872

- (a) Essential elements of a contract, offer and acceptance
- (b) Void and voidable agreements
- (c) Consideration, legality of object and consideration
- (d) Capacity of Parties, free consent
- (e) Quasi Contracts, Contingent Contracts
- (f) Performance of Contracts
- (g) Discharge of Contracts
- (h) Breach of Contract and Remedies for Breach of Contract

Chapter 2: Sale of Goods Act, 1930

- (a) Definition
- (b) Transfer of ownership
- (c) Conditions and Warranties
- (d) Performance of the Contract of Sale
- (e) Rights of Unpaid Vendor
- (f) Auction Sales

Chapter 3: Negotiable Instruments Act, 1881

- (a) Negotiable Instruments – Characteristics of Negotiable Instruments
- (b) Definitions of Promissory Note, Bill of Exchange and Cheque
- (c) Differences between Promissory Note, Bill of exchange and Cheque
- (d) Crossing – Meaning, Definition and Type of Crossing

References :

- 1) Business and Corporate Law :- Dr. Kaur Harpreet, Lexis Nexis (2013)
- 2) Laws for Business, Sulphery M.M.&Basheer, PHI Learning Pvt. Ltd., Delhi. (2013)
- 3) Business Laws :Kuchhal M.C.&KuchhalVivek, Vikas Publishing House (2013)
- 4) Business and Commercial Laws: SenAndMitra
- 5) An Introduction to Mercantile Laws :N.D.Kapoor

Paper II (AT 123) Managerial Skills

Chapter 1.

Basics of Management :

Meaning, Definition of Management

Characteristics of Professional Management.

Need of Management Study.

Process of Management,

Managerial Skills,

Brief Review of Management Thought with reference to FW Taylor & Henry Fayol

Chapter 2.

Planning & Decision Making

Planning-Meaning, Definition, Nature, Importance,

Types Of Planning, Steps in Planning, Limitations Of Planning.

Decision Making- Meaning, Types Of Decisions

Steps In Decision Making.

Chapter 3: Staffing & Leadership

Staffing-Meaning, Need & Importance of Staffing,

Recruitment-Sources

Methods of Recruitment

Meaning, Importance, Qualities & Functions of a Leader,

Leadership Styles for Effective Management ..

Chapter 4 : Direction & Motivation :

Direction- Meaning, Elements, Principles, Techniques & importance

Theories of motivation, Maslow's Need Hierarchy Theory, Herzberg's Two factors Theory, Douglas Mc Gregor's Theory of X & Y & Ouchi's Theory Z. McClelland's Theory.

References :

1. Principles of Management - Koontz & O'Donnel
2. The Management Process - R S Davar
3. Essentials of Management - Koontz & O' Donnel Trale McGraw Hill Publishing House
4. Business Administration - Mritunjoy Banerjee
5. Principles & Practice - T N Chhabra, Dhanapat Rai & Co. of Management.
6. Management – LM .Prasad.
7. Super Highway: Bill Gates Foundation
8. Makers of Modern India - NBT Publishers

SEMESTER-III
(AT 211) Company Accounts

Chapter 1.

Computerised Accounting Procedure (Only Theory) Meaning, Objective, Significance, and Features of Computerised Accounting System-Application of Accounting Software Packages- Pre packaged, Customized and Enterprise Resource Planning (ERP) Accounting Software

Chapter 2.

Company Final Accounts:- Preparation of Final Accounts- Forms and contents as per Provisions of Companies Act (As Amendment up to the beginning of the relevant academic year) As per Revised Schedule- VI

Chapter 3.

Amalgamation and Absorption of Companies–(Refer AS-14) (Theory&Practical Problems)

- a. Concepts of Amalgamation ,Absorption, and Reconstruction of companies–Types of Amalgamation, Amalgamation in the nature of Merger and Amalgamation in the nature of Purchase-Accounting for Amalgamation– Pooling of interest method and Purchase method- Purchase consideration –Closing the books of the vendor company and opening the books of the purchasing company and preparation of balance sheet of the new company.
- b. Accounting for Absorption–Purchase consideration-Closing the books of the vendor company and recording the transaction in the books of the purchasing company and preparation of balance sheet after the absorption of the company.

(AT 212) Income Tax

Chapter 1.

Income from Salary

a. Income from Salary - Salary, Allowances, perquisites and retirement benefits, exemptions and deductions, computation of salary income. (Study of the sections relevant to the topic) b.

Allowances to be studied – HRA, Transport Allowance, Children Education Allowance, Medical allowance – c. Perquisite to be studied – Rent-free Accommodation d. Deduction on account of Professional Tax e. Practical problems on computation of salary income

Chapter 2.

Income from House Property

a. Income from House Property - Study of the concepts: Let-out property, Self-occupied properties, Gross Annual Value, Net Annual value – Deductions allowable while computing income from house property (Study of the sections relevant to the topic) b. Computation of house-property income – Practical problems on computation of income from house property

Chapter 3.

Income from Other Sources

a. Income from other sources – Concept of Income from other sources - Sources to be covered - Interest on Bank Saving deposit, Bank Fixed Deposit, Accrued Interest on NSCs b. Computation of income from other sources - Practical problems on computation of income from other sources

Chapter 4.

Income from Profits and Gains of Business and Profession

a. Meaning & Nature of Income from Business & Profession, Difference between Business & Profession – Expenses allowable and Expenses not allowable while computing income from business and profession. (Study of the sections relevant to the topic) b. Practical problems on computation of Income from Business c. Practical problems on computation of Income from profession of Doctors and Chartered Accountants only

1. “Students Guide to Income Tax”- , Vinod K. Singhania – Publisher: Taxmann Publications Pvt Ltd, New Delhi.

2. “Systematic Approach to Taxation” –, Dr Girish Gupta, Dr Ravi Ahuja - Publisher Bharat Publications
3. “Students Handbook on Income tax” – , T. N. Manoharan and G. R. Hari, publisher - Snow White Publications.
4. “Direct Tax Laws”, T. N. Manoharan and G. R. Hari, Publisher - Snow White Publications.
5. “Law and Practice of Income-tax in India”,Bhagavati Prasad New Age International Publishers, New Delhi.
6. “Direct Tax Laws”, Dr. Girish Ahuja & Ravi Gupta, Publisher - Bharat Publications

(AT 213) Basic Concepts of Auditing -:

Chapter 1.

Introduction of Audit :- Meaning, Definition, Nature, Scope, Basic Principles & objectives of Audit. – Advantages & limitations of audit – Relationship of Auditing with other subjects - Standards on Auditing (SAs) – Meaning, Scope of SAs.

Chapter 2.

Errors , Frauds and Sampling ,Definition, Reasons & Circumstances of Errors & Frauds- Types of Errors –Commission, Omission, Principle & Compensating- Types of Frauds, Risk of fraud & Errors in Audit-Auditors Duties & Responsibilities in respect of Errors &Frauds- Audit Sampling Meaning, purpose & factors in determining sample size

Chapter 3.

Types of Audit Features, principles, advantages & limitations of Internal audit, Statutory audit, Continuous audit, Annual audit, Interim audit, Balance sheet audit, Tax audit, Cost audit, Efficiency audit, Government audit H.R.audit & Information system audit.

References :

- 1) Todon – Practical Auditing.
- 2) Kamal Gupta – Fundamentals of Auditing – TMH – New Delhi.
- 3) Saxena&Saravaravel – Practical Auditing – Himalaya Publishing House, Mumbai.
- 4) Saxena& Reddy – Essentials of Auditing - Himalaya Publishing House, Mumbai.
- 5) StettlerHoword – Auditing Principles, PHI – New Delhi.
- 6) L. K. Shukla – Auditing – Principles & Practice – Taxmann law’s New Delhi.

- 7) Taxmann – Students’ guide to Standards on Auditing by D. S. Rawat.
- 8) Auditing by Vinod Kumar Agrawal & Abhishek Porwal – A. S. Foundation, Pune.

SEMESTER-IV**(AT 221)Principles of Auditing**

Chapter 1.

Audit Program& Documentation :- Meaning, Nature, Scope & Objectives of Audit Program- Control of quality of Audit work – Delegation & supervision of Audit work- Audit Planning- Documentation – Audit working papers - audit files- permanent and current audit files ownership and custody of working paper- Elementary study of SA 230 (Revised) “Audit Documentation”.

Chapter 2.

Audit Evidence :- Need for audit evidence – audit procedures for obtaining evidence – physical verification – documentation –direct confirmation – re-computation – analytical review techniques – representation by management –obtaining certificate-Elementary study of SA 500 (Revised) “Audit Evidence”.

Chapter 3.

Vouching, Verification and Valuation :- a. Vouching – Meaning advantages & objectives of vouching – Points to be taken at the time of vouching –voucher – material defects that disqualify a voucher – difference between vouching & Verification. b. Verification and valuation of assets & liabilities –Meaning & objects of verification and valuation – difference between verification and valuation – procedure of verification and valuation of assets & liabilities.

Chapter 4.

Evaluation of Internal Control & Internal Check :- a. Internal Control –Meaning & objectives of Internal control – Factors affecting Internal control- Limitations of Internal control – Evaluation of Internal control system, COSO model of Internal control b. Internal check system, Test checking, Routine checking –Meaning, advantages & limitations of Internal check system, Test checking & Routine checking- Elementary study of SA 265 “Communicating deficiencies in Internal Control to those charged with governance and management”.

References :

- 1) Todon – Practical Auditing.
- 2) Kamal Gupta – Fundamentals of Auditing – TMH – New Delhi.
- 3) Saxena&Saravaravel – Practical Auditing – Himalaya Publishing House, Mumbai.

- 4) Saxena& Reddy – Essentials of Auditing - Himalaya Publishing House, Mumbai.
- 5) StettlerHoword – Auditing Principles, PHI – New Delhi.
- 6) L. K. Shukla – Auditing – Principles & Practice – Taxmann law’s New Delhi.
- 7) Taxmann – Students’ guide to Standards on Auditing by D. S. Rawat.
- 8) Auditing by Vinod Kumar Agrawal &AbhishekPorwal – A. S. Foundation, Pune

(AT 222) Advance Accountancy I

Chapter 1.

Banking companies Final Accounts (Theory & Practical Problems)

- a. Relevant provisions of Banking Regulation Act, 1949 - Meaning of banking
- (b) Capital & Reserve (Sec. 11), Reserve Funds (Sec. 17)
- b. Main characteristics of a bank's book-keeping, slip system and prepare Balance Sheet and Profit and Loss Account. (Schedule-wise) in Vertical Form under BRA.

Chapter 2.

Computerized accounting practices in :- a) . Goods & Service Tax

- b) . Income Tax - Tax Deducted at Source (TDS) Including entries with the help of Accounting Software.

Chapter 3.

Recent Trends in Accounting - (Only Theory)

Elementary study of -

Human Resources Accounting, Inflation Accounting, Corporate Social Reporting, Interim Reporting - Refer Accounting Standard (AS) 25 on Interim Financial Reporting.

Chapter 4.

Analysis of Financial statements (Theory & Practical Problems)

- a) Financial Statements: Objectives, Importance, Limitations
- b) Recent Trends in Presenting Financial Statements
- c) Financial Statements Analysis: Types, Methods, Objectives, Limitations
- d) Preparation of Common Size Statements
- e) Preparation of Statements of Trend Analysis
- f) Preparation of Comparative Statements (Interpretation is not expected)

References :

- 1) Advanced Accounting – II, Dr. S. N. Maheshwari & Dr. S. K. Maheshwari, Vikas Publishing House, New Delhi

- 2) Corporate Accounting, Dr. S. N. Maheshwari, Viakas Publishing House Pvt. Ltd. New Delhi
- 3) Advanced Accounting, Dr. Ashok Sehgal&Dr. Deepak Sehgal: Taxmann, New Delhi
- 4) Advanced Accountancy – Vol. II , R. L. Gupta & M. Radhaswamy, Sultan Chand & Sons
- 5) Advanced Accounts, M. C. Shukla, T. S. Grewal & S.C. Gupta, S. Chand & Co Ltd.
- 6) Advanced Accounts - Jain and Narang - Kalyani Publishers, Ludhiana

(AT 223) Human Resource Management**Chapter 1. Human Resource Management and its environment**

a) Meaning, objectives, function and importance of HRM b) Process, Approaches and Challenges of HRM. c) Human Resource Policies and Environment in India. (equality & diversity) d) Issues of Personnel administration & HR Management. e) Role, Qualities and Functions of HR Manag

Chapter 2.**Training and Development**

a) Concept, Objectives and Importance of Training. b) Identification of Training Needs and areas. c) Types and Methods of Training. d) Designing and Evaluation of Training Programmes. e) Organisational learning, lifelong learning concepts of training. f) Stress - Meaning, Causes in effects of stress on Executive.

Chapter 3.**Workers Participation in Management**

a) Meaning and need of Participation. b) Forms of Participation. c) Consultative Supervisions, Democratic Supervision. d) Multiple Management, Labour Management Co-operation e) Causes of Failure of Joint Management Councils, Suggestions, Programme, Employee Director, Labour Management Association. f) The new scheme of participation, Its Limitation, Collective bargaining, Features of collective bargaining, Labour Legislation of collective bargaining.

Chapter 4.**Employee Morale**

a) Concept, objective, importance of training. b) Determination of morale. c) Effects of low and high morale. d) Measures for improvement in morale. e) Morale and productivity.

REFERENCE BOOKS :

1. Dynamics of Industrial Relations in India - C. B. Mammoria, S. Mammoria, Himalaya Publishing House.
2. Strategic HRM - Dr. Ramakantha Patra, Himalaya Publishing House.
3. Human Resource Management - Dr. P. C. Pardeshi, 3rd Revised Edition, NiraliPrakashan.

4. Human Resource Management - Micheal Muller & others, Jaico Book House, Bangalore.
5. Human Resource Management - R. S. Dwividi, Vikas Publishing House, Pvt. Ltd.
6. Human Resource Management - Anjali Ghanekar, Everest Publishing House 20.
7. Human Resource Management – K.Ashwathappa –TMH
8. Human Resource Management – C.B.Gupta, Sultan chand& Co
9. Personnel Management - EdvinFlippo, McGraw Hill, International Edition.
10. Personnel Management and Industrial Relation - Dr. T. N. Bhagoliwal, SahityaBhavan, Agra.

SEMESTER-V**(AT 311) Advance Accountancy II**

Chapter 1.

ACCOUNTING FOR CONSTRUCTION CONTRACTS: Introduction - Accounting Treatment - Percentage of Completion Method,

Completed Contract Method.

Provision for foreseeable losses-Principles to be followed while taking credit for profit on incomplete contracts,

Valuation & disclosure of Work-in-progress, escalation clause, preparation of contract accounts.AS7

Chapter 2.

SERVICES SECTOR ACCOUNTING:

Hotel accounting - introduction - visitors' ledger.

Hospital accounting - Introduction- capital and revenue expenditure OPD & IPD Register.

Transport Undertaking - Introduction - preparation of final Accounts - Accounting of Roadways

Preparation of final accounts - Log Book.

Chapter 3.

COST OF CAPITAL: Meaning - Definition and assumptions - Explicit and implicit cost – Measurement of specific cost - Cost of debt - Preference Shares - Equity shares - Retained earnings - Weighted average cost of capital

References :

- 1) Advanced Accounting – II, Dr. S. N. Maheshwari&Dr. S. K. Maheshwari, Vikas Publishing House, New Delhi
- 2) Corporate Accounting, Dr. S. N. Maheshwari, Viakas Publishing House Pvt. Ltd. New Delhi
- 3) Advanced Accounting, Dr. Ashok Sehgal&Dr. Deepak Sehgal: Taxmann, New Delhi
- 4) Advanced Accountancy – Vol. II , R. L. Gupta & M. Radhaswamy, Sultan Chand & Sons

- 5) Advanced Accounts, M. C. Shukla, T. S. Grewal & S.C. Gupta, S. Chand & Co Ltd.
- 6) Advanced Accounts - Jain and Narang - Kalyani Publishers, Ludhiana
- 7) Accountancy, Volume-I and II, Sr. K. Paul , New Central Book Agency, Kolkata
- 8) Accounting Theory, R. K. Lele and Jawaharlal, Himalaya Publishers Accounting Theory, Dr. L. S. Porwal, Tata McGraw Hill.
- 9) Accounting Text & Cases, Robert Anthony, D. F. Hawkins & K. A. Merchant-Tata McGraw Hill
- 10) Accounting - Including Applicable Accounting Standards [CA-Intermediate (IPC – Group I)] (4th Edition, June 2016) – written by D. G. Sharma, publisher Taxmann Publications
- 11) Advanced Accounting - Including Applicable Accounting Standards [CA-Intermediate (IPC)] (4th Edition, June 2016) – written by D. G. Sharma, publisher Taxmann Publications

(AT 312) Advance Accountancy III

Chapter 1.

Insurance Claim Accounts :-

Claim for Loss of Stock - Introduction - Procedure for Calculation - Average Clause - Treatment of abnormal items of goods - Under & Overvaluation of Stock.

Claim for Loss of Profit - Introduction - Indemnity under policy - Some important terms - Procedure for ascertaining claims.

Claim for Loss of Fixed Assets - Introduction - Some important terms - Procedure for ascertaining claims.

Chapter 2.

Indian Accounting Standard (Only Theory)

Meaning ,Objectives and Applicability of Accounting Standard AS-2 (Valuation of Inventories),

AS-13 (Accounting for Investment),

AS-19(Accounting for Leases),and

AS-26(Intangible Assets)

Chapter 3.

Valuations of Shares:- Concept of Valuation, Need for Valuation,

Special Factors affecting Valuation of Shares,

Methods of Valuation –

(a) Net Assets Method, (b) Yield Basis Method, (c) Fair Value Method.

References :

1) Corporate Accounting, Dr. S. N. Maheshwari, Viakas Publishing House Pvt. Ltd. New Delhi

2) Advanced Accounting, Dr. Ashok Sehgal&Dr. Deepak Sehgal: Taxmann, New Delhi

- 3) Advanced Accounts - Jain and Narang - Kalyani Publishers, Ludhiana
- 4) Accountancy, Volume-I and II, Sr. K. Paul , New Central Book Agency, Kolkata
- 5) Accounting Theory, R. K. Lele and Jawaharlal, Himalaya Publishers Accounting Theory, Dr. L. S. Porwal, Tata McGraw Hill.
- 6) Accounting Text & Cases, Robert Anthony, D. F. Hawkins & K. A. Merchant-Tata McGraw Hill
- 7) Accounting - Including Applicable Accounting Standards [CA-Intermediate (IPC – Group I)]

(AT 313) Tax Laws I

Chapter 1.

1. Concept of Indirect taxes

(i) Concept and features of indirect taxes

(ii) Principal indirect taxes

2. Goods and Services Tax (GST) Laws

(i) GST Laws: An introduction including Constitutional aspects

(ii) Levy and collection of CGST and IGST

Chapter 2.

Audit Under Tax Laws :

Tax Audit U/s 44 AB of Income Tax Act, 1961-Form 3 CA, 3 CB and 3 CD - Audit under GST.

Chapter 3.

CAPITAL GAINS :

Capital Gains: Meaning, Types and Exemptions

COMPUTATION OF TAXABLE INCOME: - Deductions from Gross Total Income -

Computation of Taxable Income of an Individuals and Hindu Undivided Families. (Theory & Advanced Problems)

Chapter 4

ASSESSMENT OF FIRMS AND THEIR PARTNERS : (Theory & Advanced Problems)

References :

1 Dr. VinodSinghania: Direct Taxes, Law and Practice, Taxman Publication, New Delhi.

2. Dr. Bhagawati Prasad: Direct Taxes

3. Girish Ahuja and Ravi Gupta: Direct Taxes, Bharat Law House, New Delhi.

4. T. N. Manoharan: Hand Book of Income Tax Laws

5. B.B. Lal&N.Vashisht: Direct Taxes (Pearson)

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Chapter 3.

Responsibility Accounting.

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Government System of Audit: Funds maintained by Government for meeting expenditure and receipts
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Chapter 3.

Audit of Cooperative Societies: Provisions of Maharashtra State Co-operative Societies Act 2013 and Multistate Co-operative Societies Act 2002. Special features of Audit of Cooperative Societies.

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Income Tax Authorities Structure, Functions and powers of various Income Tax Authorities. (Administrative and Judicial), Central Board of Direct Taxe

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Audit Committee and Corporate Governance: Corporate Governance: Introduction-Verification of Compliance of Corporate Governance. Audit Committee: Constitution - Powers of Audit Committee - CEO/CFO Certification to Board - Report on Corporate Governance.

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