



DIPLLOMA IN TAXATION

In collaboration with
Pakistan Tax Bar Association

FROM OCTOBER 17, 2020-APRIL 4, 2021

LEAD THROUGH TAX EDUCATION!

KEY FEATURES



TOP CLASS FACULTY

IBA Faculty, Industry Practitioners,
Corporate Guests, Tax Practitioners,
Policy Makers

MODERN LEARNING TECHNIQUES

Case Studies, Simulations,
Experiential Learning, Group
Activities



WEEKEND CLASSES

Saturday: 2:00pm to 9:00pm

Sunday: 10:00am to 5:00pm

ELIGIBILITY CRITERIA



Minimum qualification: Bachelor's degree in
any discipline with at least second division or
equivalent from accredited Colleges,
Universities in Pakistan, Overseas bachelor's
degree or equivalent recognized by HEC.

Minimum 2 years working Experience

2 SEMESTERS

COURSE FOCUS

8 COMPREHENSIVE COURSES

TEL: 021-38104700-01 EXT: 1812 & 1813 EMAIL: CEEINFO@IBA.EDU.PK

SEMESTER 1

Course 1: Income Tax Fundamentals and Tax Regulatory Environment in Pakistan

- Tax Regulatory Environment for Business in Pakistan
- Income Tax: Basic Terms and Concepts
- Scope of Income Tax Law in Pakistan
- Income Tax Regimes: Normal, Minimum, Final and Exempt Incomes
- Geographical Source of Income
- Principles of Taxation for Individuals, AOPs and Corporates
- Mechanism of Tax Collection
- Withholding Taxes – Taxpayers' Perspective
- Mechanism of Tax Computation: Overview

Course 2: Heads of Income and Their Tax Treatment

- Income from Salary
- Income from Property
- Business Income
- Capital Gains
- Income from Other Sources
- Income Taxed under Separate Block

Course 3: Income Tax Compliance: Registration, Enrollment, Filings and Records

- Total Income and Allowable Deduction
- Determination of Tax Liability
- Tax Credits and Reductions
- Tax Treatment of Losses
- Registration and E Enrollment and Filings with FBR
- Structure and Contents of Income Tax Return
- E-Filing Process and E-Payments
- Withholding Taxes – Agents' Perspective
- Corporate Income Tax – Detailed Look and Group Taxation
- Tax Accounting and Mandatory Records

Course 4: Determinants and Consequences of Non Compliance

- Ethics & Compliance
- Professional Ethics: Concepts of confidentiality, integrity, competence and professional care
- Tax evasion Vs. avoidance
- Record, Notices, Investigation and Audits · Assessments
- Offences, penalties and default charge
- Appeal Channels and Alternate Dispute Resolution
- Recovery of Tax
- Overview of Online Services by FBR
- FBR Complaints Forums
- Federal Tax Ombudsman

SEMESTER 2

Course 1: Sales Tax on Goods

- Introduction to VAT and its Evolution in Pakistan
- Key Terms and Concepts
- Scope of Sales Tax on Goods
- Determination of Sales Tax Liability (Output Tax and Input Tax)
- Exemptions & Zero Rating
- Levy of Sales Tax on Other Than 'Value of Supply
- Refunds
- Registration and Related Issues
- Sales Tax Filings (Monthly, Special and Final Returns)
- Electronic Filing and E- Systems for Sales Tax
- Recordkeeping and Documentation
- Investigations and Inspections and Audit
- Assessment and Recovery, Offences and Penalties
- Blacklisting, Suspension & Active Taxpayers List
- Appeals and Alternate Dispute Resolution
- Sales Tax Withholding
- Selected Special Procedures

Course 2: Provincial Sales Tax on Services

- Definitions and Scope of Tax
- Overview and Brief History of Services Sales Tax in Pakistan
- Basic concepts in Sales Tax on Services: Taxable Services, Value, Timings and Rates
- Registration and De-Registration
- Determination of Tax Liability – Output Tax and Input Tax
- Time Manner and Mode of Payment of Tax Liability
- Returns and Filings
- Investigations and Audits
- Refunds and carry forward adjustments
- Offences and Penalties
- Appeals and Alternative Dispute Resolutions
- Inter-Provincial Differences and Disputes and Other Hot Issues

Course 3: Federal Excise Duty

- Scope of Federal Excise
- Important Definitions
- FED Mechanism in Value Addition Mode
- Adjustment of Inputs and Determination of FedEx Liability
- Offences & Penalties
- Searches, Arrests & Seizures
- Adjudications, Appeals & Alternative Dispute Resolution
- Selection and Conduct of Audit

Course 4: Context for Taxation: Constitution, Laws, Accounting and Fiscal Policy

- Constitutional Provisions Related to Federal and Provincial Rights for Taxation
- Relevant Provisions of Other State Laws with respect to taxation
- Legislature and organizational structure of FBR and Other Regulatory/ Administrative Bodies
- Accounting Policies and Tax Implications
- Understanding Deferred Tax
- Understanding Public Accounts, Federal Budget, Economic Survey of Pakistan
- Fiscal Policy of Pakistan, an historical overview
- Elements of Fiscal Policy and Future Outlook



REGISTRATION PROCEDURE:

Step 1: Fill the registration form using the following link:

<https://sdp.iba.edu.pk/diploma-taxation.php>

Step 2: Interview and Pre-assessment

Step 3: Shortlisted candidates will be sent a confirmation email.

Step 4: Confirmed Participants will submit required documents and fee.

PAYMENT PROCEDURE:

- **Registration fee**

- All candidates are required to pay Rs 1000 at the time of registration.

- Karachi residents: Please submit a pay order of Rs 1000 in the name of IBA Karachi.

- Outside Karachi residents: You may pay the registration fee through online transaction. Please visit the website below for complete account details: <http://cee.iba.edu.pk/>

- **Diploma Fee**

- The total Diploma fee is Rs 150,000 to be paid in advance. The diploma fee can only be paid through a pay order in the name of IBA Karachi.