



MUGBERIA GANGADHAR MAHAVIDYALAYA

P.O.—BHUPATINAGAR, Dist.—PURBA MEDINIPUR, PIN.—721425, WEST BENGAL, INDIA

NAAC Re-Accredited B+Level Govt. aided College

CPE (Under UGC XII Plan) & NCTE Approved Institutions

DBT Star College Scheme Award Recipient

E-mail : mugberia_college@rediffmail.com // www.mugberiangangadharMahavidyalaya.ac.in

Report

On



Skill Development Certificate Course

On

CERTIFICATE COURSE ON INCOME TAX PRACTICAL

Course Period: 18th July 2022 to 24th September 2022



Organized by

Department of Commerce

Mugberia Gangadhar Mahavidyalaya

ACCREDITED BY NAAC WITH GRADE B+

Bhupatinagar, Purba Medinipur ,721425

Affiliated to **Vidyasagar University**

The Report is prepared by Prof. Sudarsan Adak, Dept of Commerce Mugberia Gangadhar Mahavidyalaya
under the guidance of Prof. Abani Kumar Tripathy, HOD, Dept. of Commerce.



Mugberia Gangadhar Mahavidyalaya

Bhupatinagar, Purba Medinipur, 721425, West Bengal

Phone No. (03223) 270236 / +919002275816

Email: mugberia_college@rediffmail.com

Website: www.mugberiangangadharmahavidyalaya.org



Date: -21.06.2022

Notice

Notice is hereby given to all faculty members of Dept. Of Commerce that a departmental meeting will be arrange on 23/06/2022 at 3pm for continuation of the Carrier Oriented Programme (COP) on **INCOME TAX PRACTICAL TRAINING AND CERTIFICATE COURSE**. Members are requested to must be present in the said meeting positively to discuss the following agenda. Principal sir will be present in the meeting.

Asst. H.
28/06/22

(Prof. Abani Kr. Tripathy)

H.O.D.
Department of Commerce
Mugberia Gangadhar Mahavidyalaya

Dept. Of Commerce

Mugberia Gangadhar Mahavidyalaya

Agenda

1. Discussion of syllabus of course detail.
2. Duration of the course.
3. Framing of Routine, allocation of classes among the faculty members.
4. Miscellaneous.

Copy to:

1. Commerce Department
2. Library
3. Office
4. Notice Board

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Minutes of Departmental Meeting held on 23rd June, 2022.

Members Present:-

1. Dr. Swapan Kumar Misra, Dept. of Commerce, Principal of the college
2. Prof. Abani Kumar Tripathy, H.O.D. Dept. of Commerce
3. Prof. Sudarsan Adak, SACT-II, Dept. of Commerce
4. Prof. Ranjit Kumar Giri, SACT-II, Dept. of Commerce
5. Prof. Radhakrishna Dinda, SACT-II, Dept. of Commerce
6. Mr. Chattu Kamila, Guest Lecturer, Dept. of Commerce
7. Mr. Anupam Das, Guest Lecturer, Dept. of Commerce

A meeting was arranged at 3 pm regarding the implimentation of certificate course on Income Tax Practical in our Department. All faculty member Joined the meeting in time. Dr. Swapan Kumar Misra Principal preside over the meeting.

Resolution taken in the meeting is:

1. It is decided that the course will be started soon.
2. It is decided that Prof. Abani Kumar Tripathy, H.O.D. Dept. of Commerce will be convenor of the course.
3. It is decided that the Course will be conducted by Prof. Sudarsan Adak.
4. The Course duration will be from 18th July 2022 to 24th September 2022
5. The course will be conducted for Sem-II. Course fees for the student will be Rs.150.
6. It is decided that the Course will be delivered by Projector.
7. Concern teacher is requested to prepare a syllabus and routine for smooth running of course.
8. The meeting comes to end vote of thanks.

Abani Kumar Tripathy
H.O.D. 23/06/22
Department of Commerce
Mugberia Gangadhar Mahavidyalaya



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Notice

Date: 04/07/2022

Dear Students,

Do you wish to Scale up your Professional Careers to the heights of Success and become Self Reliant by mastering the skill of Income Tax?

If yes, then this is the right platform to get enrolled for Income Tax Practical Training.

The Department of Commerce of Mugberia Gangadhar Mahavidyalaya, is Conducting Certificate course of Income Tax Practical Training for all students of Commerce in Offline mode.
Course Duration - 30+ Hours

Course Takeaways:

This course includes brief of the following topics of Income Tax: -

- Introduction of Indian Income Tax
- Introduction of various Income Tax Returns forms (ITR)
- Important Tax Saving Investment/Deductions or Tips
- Calculation of Business Income under the Income Tax
- Allowed & Disallowed business deduction
- Depreciation under Income Tax
- Books of Account & Document under Income Tax
- Applicability of Audit under Income Tax
- Presumptive Taxation scheme for small businessman/ professionals
- All about TDS provision like TDS provisions, Important TDS rates, TDS Returns & Due dates of the TDS returns.

PDF NOTES would also be provided for reference

Anjali 04/07/22
H.O.D.
Department of Commerce
Mugberia Gangadhar Mahavidyalaya



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Course Start Date: Third Week of July 2022

Timings: 1.00 Pm onwards

Course Fees: Rs. 150/-.

Kindly register yourself to get the benefit of this COURSE with latest version and upgraded features of Management.

Certificates will also be provided to all the Participants.

NOTICE – 14-07-2022

Dear students kindly note,

Income Tax Practical classes start regularly from Saturday - 18th July, 2022. You have to report at 12.45pm in Practical Lab of our college.

TIMINGS FOR THE COURSE WILL BE FROM 1 PM TO 3 PM


H.O.D. 14/07/22
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REPORT



Event: Certificate course in Income Tax Practical

Date: 18th July 2022 to 24th September 2022

Venue: Computer Laboratory Room No.-120

Scope: Students of our college across all disciplines.

Objectives: -

It is a job-oriented skill development program for commerce graduates and post-graduates. Firstly, expert knowledge of Income Tax will be given through lectures, seminars, and assignments. Secondly, hands on training of on-line filing of return and other work will be provided. Three months practiced training/project work will be done by each student. This will enable him/her to work as certified Income Tax practitioner or employee

Highlights: Department of Commerce conducted Certificate

Course on Income Tax Practical from 18th July, 2022 to 24th Sept. 2022. The course saw good participation of students from Commerce Department. Prof. Sudarsan Adak the Resource Person provided extensive theoretical and practical knowledge to students on the course and also took regular exercises for practice of the students to enhance the skill sets. Students were taught the following content:

- I. PAN (Permanent Account Number) – Need, uses, how to apply
- II. Clubbing of Income & Set-off and carry forward
- III. TDS – when and on what income tax is required to be deducted at source
- IV. Calculation of tax liability and filing of return of income
- V. Various types of income like Salaries, House Property, Business Income, Capital Gains, Other Sources Income – the components and its taxability
- VI. Deductions under chapter VI A

VII. Advance tax – the instalments & due dates

The students highly benefited from the course and gave positive feedback for it.



Reg. Course and Examination Scheme

Paper – 1 INCOME TAX

Contact hours – 30+

3 hrs Max Marks -100

- Basic Income Tax, Major Heads of income, Tax Forms, New and old Tax Scheme
- Concept of Business Income, Calculation of Income from Business & Profession
- Depreciation under the Income Tax, Important Rate & Calculation of Depreciation
- Calculation of Allowed Expenses under the IT Act, Import Section of the Act
- Books of Account &, Documents & Maintenance of Books of Accounts
- Audit of Books of Account under the IT act & Exemption from the Audit
- Benefit & Disadvantage of Presumptive Taxation under the Income Tax
- Tax Deducted at Source (TDS) Basic, TDS Rate and TDS Provisions
- Tax Deducted at Source (TDS) Due Dates & Penalty
- Online Filling of Form ITR1, ITR2, ITR3
- INCOME TAX PRACTICE QUESTION
- INCOME TAX PRACTICE QUESTION II

Asky
H.O.D. 24/09/22
Department of Commerce
Mugberia Gangadhar Mahavidyalaya

[Signature]
24.09.2022
Principal
Mugberia Gangadhar Mahavidyalaya

Certificate Course in Income Tax Practical Training - Grading & Results (July - Sept, 2022)



Sl.No.	Name	Marks Obtained Full Marks-100	Grade
1.	Arijit Sasmal	82	A+
2.	Arnab Bhunia	78	A
3.	Biplab Dash	72	A
4.	Biswajit Maity	65	B+
5.	Buddhadev Bej	75	A
6.	Buddhadev Mandal	70	A
7.	Debasis Sahoo	71	A
8.	Dwip Kumar Maity	68	B+
9.	Mahadeb Maity	67	B+
10.	Malay Das	68	B+
11.	Mampi Tripathy	75	A
12.	Moumita Das	73	A
13.	Mrinmoy Jana	66	B+
14.	Nayan Jana	71	A
15.	Niladri Sekhar Das	62	B+
16.	Palash Pradhan	73	A
17.	Pravat Guria	73	A
18.	Ranjan Mishra	78	A
19.	Rekha Maity	72	A
20.	Sahadeb Sau	68	B+
21.	Sandipan Gayen	80	A+
22.	Sanjib Jana	75	A
23.	Saptarshi Maity	61	B+
24.	Sayan Sahoo	79	A+
25.	Sayandeep Das	74	A
26.	Souvik Manna	58	A+
27.	Sovan Manna	60	B+
28.	Subhadeep Maity	81	A+
29.	Subhajit Sasmal	71	A
30.	Subham Maity	60	B+
31.	Subhankar Das	72	A
32.	Subrata kumar Sahoo	74	A
33.	Subrata Manna	64	B+
34.	Sudip Maity	68	B+
35.	Sudip Mondal	66	B+
36.	Sudipta Mondal	71	A
37.	Tripti Pahari	73	A


 24/09/22
 Department of Commerce
 Mugheria Gangadhar Mahavidyalaya

Grading Scheme	Grade
80-89	A+
70-79	A
60-69	B+
50-59	B

Certificate course in Income Tax Practical
Student Class Attendance Record

Mugberia Gangadhar Mahavidyalaya



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WEST BENGAL

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UGC Approved Certificate Course on Income Tax

This is to certify Arijit Sasmal

....., student of Department
of Commerce, Mugberia Gangadhar Mahavidyalaya, has successfully participated and completed
Career Oriented Programme entitled "Income Tax" from 18th July 2022 to 24th Sept. 2022
and obtained Grade A+

Note : The grade should be as follows A+ : 80% and above, A : 65% to less than or equal to 79, B : 50% to less than or equal to 64, C : 35% to less than or equal to 49, F : 34% and below.

Qdhy

Prof. Abani Kumar Tripathy
HOD, Commerce

Adak

Prof. Sudarsan Adak
Course Co-ordinator

Swam

Dr. Swapan Kumar Misra
Principal

Mugberia Gangadhar Mahavidyalaya

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UGC Approved **Certificate Course on Income Tax**

This is to certify Arnab Bhunia

....., student of Department

of Commerce, Mugberia Gangadhar Mahavidyalaya, has successfully participated and completed

Career Oriented Programme entitled "Income Tax" from 18th July 2022 to 24th Sept 2022

and obtained Grade A

Note : The grade should be as follows A+ : 80% and above, A : 65% to less than or equal to 79, B : 50% to less than or equal to 64, C : 35% to less than or equal to 49, F : 34% and below.

Qm

Prof. Abani Kumar Tripathy
HOD, Commerce

Bd

Prof. Sudarsan Adak
Course Co-ordinator

Sw

Dr. Swapan Kumar Misra
Principal

Mugberia Gangadhar Mahavidyalaya



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This is to certify Biplab Dash....., student of Department
of Commerce, Mugberia Gangadhar Mahavidyalaya, has successfully participated and completed
Career Oriented Programme entitled "Income Tax" from 18th July 2022 to 24th Sept 2022
and obtained Grade A.....

Note : The grade should be as follows A+ : 80% and above, A : 65% to less than or equal to 79, B : 50% to less than or equal to 64, C : 35% to less than or equal to 49, F : 34% and below.

Abh

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HOD, Commerce

Adak

Prof. Sudarsan Adak
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This is to certify Biswajit Maity....., student of Department
of Commerce, Mugberia Gangadhar Mahavidyalaya, has successfully participated and completed
Career Oriented Programme entitled "Income Tax" from 18th July 2022 to 24th Sept. 2022
and obtained Grade B+.....

Note : The grade should be as follows A+ : 80% and above, A : 65% to less than or equal to 79, B : 50% to less than or equal to 64, C : 35% to less than or equal to 49, F : 34% and below.

Prof. Abani Kumar Tripathy
HOD, Commerce

Prof. Sudarson Adak
Course Co-ordinator

Dr. Swapan Kumar Misra
Principal

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of Commerce, Mugberia Gangadhar Mahavidyalaya, has successfully participated and completed
Career Oriented Programme entitled "Income Tax" from 18th July 2022 to 24th Sept. 2022
and obtained Grade A.....

Note : The grade should be as follows A+ : 80% and above, A : 65% to less than or equal to 79, B : 50% to less than or equal to 64, C : 35% to less than or equal to 49, F : 34% and below.

Prof. Abani Kumar Tripathy
HOD, Commerce

Prof. Sudarsan Adak
Course Co-ordinator

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UGC Approved **Certificate Course on Income Tax**

This is to certify Buddhadev Mondal....., student of Department
of Commerce, Mugberia Gangadhar Mahavidyalaya, has successfully participated and completed
Career Oriented Programme entitled "Income Tax" from 18th July 2022 to 24th Sept. 2022
and obtained Grade A.....

Note : The grade should be as follows A+ : 80% and above, A : 65% to less than or equal to 79, B : 50% to less than or equal to 64, C : 35% to less than or equal to 49, F : 34% and below.

Prof. Abani Kumar Tripathy
HOD, Commerce

Prof. Sudarsan Adak
Course Co-ordinator

Dr. Swapan Kumar Misra
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This is to certify Debasis Sahoo....., student of Department
of Commerce, Mugberia Gangadhar Mahavidyalaya, has successfully participated and completed
Career Oriented Programme entitled "Income Tax" from 18th July 2022 to 24th Sept. 2022
and obtained Grade A.....

Note : The grade should be as follows A+ : 80% and above, A : 65% to less than or equal to 79, B : 50% to less than or equal to 64, C : 35% to less than or equal to 49, F : 34% and below.

Prof. Abani Kumar Tripathy
HOD, Commerce

Prof. Sudarsan Adak
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UGC Approved **Certificate Course on Income Tax**

This is to certify Divip Kumar Maity....., student of Department

of Commerce, Mugberia Gangadhar Mahavidyalaya, has successfully participated and completed
Career Oriented Programme entitled "Income Tax" from 18th July 2022 to 24th Sept 2022
and obtained Grade B+.....

Note : The grade should be as follows A+ : 80% and above, A : 65% to less than or equal to 79, B : 50% to less than or equal to 64, C : 35% to less than or equal to 49, F : 34% and below.

W.S.

Prof. Abani Kumar Tripathy
HOD, Commerce

Sudarsan Adak

Prof. Sudarsan Adak
Course Co-ordinator

Dr. Swapan Kumar Misra
Principal

Mugberia Gangadhar Mahavidyalaya

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Certificate Course on Income Tax

UGC Approved

This is to certify Mahadeb Maity....., student of Department
of Commerce, Mugberia Gangadhar Mahavidyalaya, has successfully participated and completed
Career Oriented Programme entitled "Income Tax" from 18th July 2022 to 24th Sept 2022
and obtained Grade B+.....

Note : The grade should be as follows A+ : 80% and above, A : 65% to less than or equal to 79, B : 50% to less than or equal to 64, C : 35% to less than or equal to 49, F : 34% and below.

Prof. Abani Kumar Tripathy
HOD, Commerce

Prof. Sudarsan Adak
Course Co-ordinator

Dr. Swapan Kumar Misra
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UGC Approved Certificate Course on Income Tax

This is to certify *Matay Das*

....., student of Department

of Commerce, Mugberia Gangadhar Mahavidyalaya, has successfully participated and completed

Career Oriented Programme entitled "Income Tax" from *18th July 2022* to *24th Sept. 2022*

and obtained Grade *B+*

Note : The grade should be as follows A+ : 80% and above, A : 65% to less than or equal to 79, B : 50% to less than or equal to 64, C : 35% to less than or equal to 49, F : 34% and below.

Qutub

Prof. Abani Kumar Tripathy
HOD, Commerce

Scha

Prof. Sudarsan Adak
Course Co-ordinator

Swapan

Dr. Swapan Kumar Misra
Principal