



School of Business and Management

In collaboration with



Announcing 184th Batch of CERTIFICATE IN **TAXATION** LAWS

Starting from:

21st February, 2022

Timing: **6:00 pm to 9:00 pm**

Venue: **3rd Floor, Al Rehman
Chambers, Blue Area, Islamabad**
(2 days a week, 3 hours a day)
(Monday & Tuesday)



PHYSICAL CLASSES!

ABOUT CTL:

Considering the need of business community, corporate employees, Lawyers, Tax Consultants and others involved directly or indirectly in taxation matters, Softax is offering a course of 9 weeks duration "Certificate in Taxation Laws (CTL)" with an aim to equip the participants to handle with confidence their tax matters in a professional way, like, strategic tax planning, manual and electronic preparation and submission of returns/statements, e-filing procedures, maintenance of records, computation of taxable amounts, handling notices, audit, assessment, appeals and other day to day practical issues relevant to Income tax, Federal & Provincial Sales Tax Laws.

UPDATED INCOME TAX & FEDERAL / PROVINCIAL SALES TAX LAWS

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More Info Call Us:
0333-5220598 | 0300-8553665



INCOME TAX [4 weeks - 2 days a week, 3 hours a day]

1. Introduction to income tax law
2. Constitutional right of a taxpayer
3. Computation of taxable income under the heads:
 - a. Salary
 - b. Business
 - c. Property
 - d. Capital gain
 - e. Other sources, and
 - f. Presumptive tax regime
4. Understanding of other important provisions of the law including but not limited to:
 - a. Advance tax u/s 147
 - b. Unexplained investment u/s 111
 - c. Minimum, Corporate & Alternate Corporate Tax u/s 113 & 113C
5. Withholding tax matters
 - a. Section wise understanding
 - b. Transaction wise rates, exemption and clarification
 - c. Section wise principles for adjustment of tax
 - d. Right & duties of withholding agent
 - e. Withholding Tax in the eyes of superior courts
6. Income Tax return & withholding statements
 - a. Preparation & submission of income tax return
 - b. Preparation & submission of withholding statements
7. Handling departmental notices
8. Techniques to handle departmental audit (withholding & other)
9. Assessment
 - a. Original assessment u/s 120
 - b. Best judgment assessment u/s 121
 - c. Amendment of assessment u/s 122
10. Practical procedure involve in claiming refunds
11. Transaction between associates
12. Appeal procedure
13. Default surcharge penalties & prosecution
14. Tax saving opportunities
15. All above with practical examples, cases studies and superior courts' judgments

SALES TAX [4 weeks - 2 days a week, 3 hours a day]

1. Constitutional validity and Introduction to Federal & Provincial sales tax laws
2. VAT mechanism
3. Scope of tax on goods
 - a. Taxability
 - b. Registration requirements and determination of tax liability for Importer, Manufacturer, Wholesaler, Distributor, Retailer and Exporter etc)
 - c. Concept of Extra Tax, Further Tax & Retail Price items with practical examples
4. Scope of tax on services
 - a. Taxability & Taxable services under all the provincial Laws
 - b. Person liable to pay tax and concept of reverse charge with practical examples
5. Withholding taxes under Federal and Provincial Laws
6. Adjustment of Input tax Federal against Provincial and vice versa
 - a. Which input tax is available to supplier of goods and services?
 - b. Dealing with reduce rate goods and services
 - c. Circumstances where input taxes under Federal & Provincial Sales Tax Laws are not available for adjustment
7. Sales Tax Record
 - a. Understanding of sales tax record
 - b. Specimens of sales tax invoice, purchase/sale/stock registers, debit/credit notes and other record
 - c. Preparation of all records using MS Excel
8. Requirements and Procedure for Sales Tax Registration under Federal and Provincial Laws
9. Handling departmental proceedings under Sales Tax Laws
10. Sales Tax Returns under Federal and Provincial Sales Tax Laws. Manual calculation and online feeding of sales tax returns of Commercial Importer, Manufacturer, Wholesaler, Distributor, Retailer, Exporter and Service Provider
11. All above with practical examples, case studies and superior courts' judgments including Budget and notifications updates

CORPORATE LAW & OTHER [1 week - 2 days a week, 3 hours a day]

1. Company's Incorporation (e filling)
2. Maintenance of records
3. Preparation & submission of documents
4. Handling with other day to day matters
5. Preparation of a partnership deed
6. Registration & De registration of partnership
7. Registration of Trade mark and copy right



CTL PROGRESSION



**NO
REGISTRATION
FEE!**



COURSE FACILITATOR

Mr. Noman Iftikhar Khawaja
(CEO Softax (Pvt) Limited)

Mr. Noman is a renowned facilitator & trainer in the field of taxation with his success track spanning over two decades. Moreover, he also heads "Softax Consulting" a firm dedicated for the past 26 years to joining Tax Advisory & Compliance together with real life practical problems. He is also heading Softax (Pvt) Limited as CEO providing web based Online Taxation Support Services and Corporate Training



Mr. Masood Pervaiz
(FCA, CIA, CISA)

Mr. Masood Pervaiz is a Chartered Accountant by profession, a Certified Internal Auditor (CIA) and Certified Information System Auditor (CISA). He is a highly skilled and overtly student-focused educational leader and trainer possessing a strong commitment to development of students, staff, and providing a stimulating, safe, and motivating learning environment. He is a Dynamic visionary leader and solid team player with a proven track record for more than a decade in collaborating with the school community, increasing student academics, and maintaining excellence in lecturing. He is currently CEO SBM Group that includes a Business School, Chartered Accountancy firm and a Consulting House. He is Ex President of The Institute of Internal Auditors of Pakistan. (IIAP)



Mr. Ayaz Bashir
(ACCA Member)

Mr. Ayaz Bashir is a Chartered Accountant by profession, and ACCA member. A self-directed, action-oriented professional with over 10 year's experience in education. Diverse communication and instructional skills to help individuals eddectively comprehend and retain presented material. Gifted ability at capturing and holding the listener's attention, while delivering the information via different mediums.

**Complete
Course
Fee**

Rs. 30,000/-
Including course material
& 9 weeks free access to Softax portal

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