

# Professional TDS & TCS Course

Practical Training | Learn at Anytime & from Anywhere

- Quality Assured
- Doubts Resolution
- Live Queries Sessions
- Duration : 1.5 Month
- Level : Professional

Available In English & Hindi



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A man and a woman in business attire are looking at a tablet together. The woman is on the left, wearing a brown blazer over a white blouse, and the man is on the right, wearing a dark suit and tie. They are both smiling and looking at the tablet. The background is a blurred office setting.

## About Munshi

As per the today's scenario of the industry you will have to be capable enough to perform all the expected tasks otherwise you will be easily replaced. Munshi is the brainchild of Ms. Ankita Mahajan, with a view that even when people start earning & becomes independent, they still needs the guidance & assistance during the course of their working as no one is born perfect with a knowledge of everything & if they will not keep them updated, they can be easily replaced by the capable ones. Ms. Ankita Mahajan who is a chartered Accountant by profession has introduced this learning platform & build multiple programs for the people whose main focus is just the practical training which will help you in your workplaces with an aim to build strong foundations among the people who are ready to learn new things, accept new challenges & wants to remain updated in their professional life.

# Why Pursue Professional TDS & TCS Course ?

## **Boost in Confidence**

Your confidence will be completely on the different level when you have the indepth knowledge of your profession

## **Salary Hikes**

No doubt that the salary of a person having knowledge & practical working experience will be on the higher side as compared to an inexperienced person having bookish knowledge

## **Start your own Office**

With the complete knowledge & work experience you will be able to handle any type of client's work & the confidence that you will have in you will help you to build client's trust & to make new clients as well & start your own Accounting & consultancy firm.

# Who can

**JOIN ?**



- Any +2 pass
- Any graduate or Post graduate
- Junior or senior Accountants
- Financial Analysts or consultants
- Business Owners
- Any other person who
- wants to learn Accounting

# Program Highlights



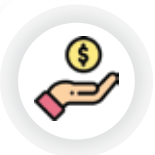
## PRACTICAL TRAINING

The concept of training is 100% practical based covering all the issues & points that any person can face while working in actual work environment.



## NO EXTRA COST OF ALL UPDATES & AMENDMENTS

All the sessions of the courses will be updated with all the new changes in Accounting & taxation.



## HIGHLY AFFORDABLE

The fee structure is highly affordable which any working or non-working individual can afford from their salary or the Pocket money.

No doubt, the prices are affordable but the quality is never compromised by us. The level of training will be best.



## LIFETIME ACCESS

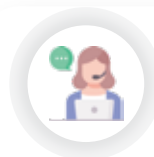
The learners will have lifetime access of the courses they have purchased & they can see any class as & when required



## REAL OFFICE DOUBTS & PROBLEMS RESOLUTION

All our students will be having an authority to clarify the doubts or problems which they face while working in their offices related to Accounting & taxation.

Since learning is a continuous process, So, No matter if they have completed their training, still they have a right to ask their work related problems at anytime.



## 18X7 LEARNERS SUPPORT

Our learners are free to discuss any technical or study related issues with us at anytime between the working hours & their issues are resolved as soon as possible.

# Munshi's Advantage

## Real Work Doubts Resolution

- Ask your doubts from the students panel
  - Resolution within 24 hours
  - 18x7 students support available
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## Live counselling sessions

- Live sessions are conducted from time to time
  - All the doubts & career related issues will be addressed
  - Anyone can join as per their requirements
- 

## Learn at Anytime & from Anywhere

- No need to compromise your worklife
- You have access of the classes all the time
- Learn at the comfort of your home at your desired time

# Detailed Curriculum

## COURSE: PROFESSIONAL TDS & TCS COURSE

- **BASIC UNDERSTANDING & APPLICATION OF TAN**
  - What is direct tax & Introduction to TDS/TCS
  - Mechanism of TDS & steps involved in the complete process
  - Who is required to deduct TDS, What he should do to comply & Importance of Section numbers under TDS/TCS & who are liable for Tax audit
  - Application of TAN number online
- **TRANSACTIONS OTHER THAN SALARIES ON WHICH TDS IS APPLICABLE, ITS CALCULATION & WORKING**
  - Sec 194C- TDS on payments to contractors
  - Sec 194J TDS on professional fees
  - Sec 194I TDS on Rent
  - Sec 194H TDS on commission
  - Sec 194A TDS in case of interest other than interest on securities
  - Sec 194N
  - Sec 194O
- **NEW PROVISIONS & SECTIONS INTRODUCED BY GOVERNMENT**
  - TDS applicable on every Individual & HUF Sec 194M
  - TDS applicable on every Individual & HUF Sec 194IB
- **TDS ACCOUNTING**
  - Accounting & ledger understanding if you are a deductor of TDS
- **OTHER SECTIONS**
  - Other than routine Business Transactions on which TDS needs to be deducted & its calculation



## ● **TDS ON SALARIES**

- TDS in case of Salaries (applicability & calculation) Sec 192
- Accounting treatment

## ● **PAYMENT OF TDS**

- Payment of TDS (Creating challans, online payment)

## ● **TDS RETURNS**

- TDS Returns Understanding
- Traces portal overview
- Details to be prepared for TDS returns
- Oltas Challan enquiry
- TDS returns other than salaries 26Q
- TDS returns in case of salaries 24Q
- TDS TIN facilitation centre & online filing from Income tax website

## ● **NEW USER REGISTRATION ON TRACES PORTAL**

- Traces Portal signup & login as Tax deductor
- Traces Portal signup & login as Tax payer

## ● **TCS MECHANISM & TRANSACTIONS ON WHICH TCS IS APPLICABLE, ITS CALCULATIONS & WORKING**

- TCS mechanism & steps involved in the complete process
- Transactions on which TCS needs to be collected
- Bills & TCS calculation

## ● **NEW PROVISIONS & SECTIONS INTRODUCED BY GOVERNMENT**

- TDS Calculation, analysis & accounting u/s 194Q
- TDS Calculation, analysis & accounting u/s 206(1H)

## ● **TCS RETURNS**

- TCS Returns filing 27EQ

## ● **TDS IN CASE OF PROPERTY PURCHASE**

- TDS in case of property purchase
- Online filing Form 26QB in case of purchase from Resident
- Form 26QB in case of multiple buyers & sellers

## ● **INTEREST & PENALTIES**

- Form 27Q in case of purchase from NRI
- Interest & penalties under TDS/TCS

## ● **TDS ON FOREIGN PAYMENTS**

- Most common foreign payments & its TDS

## ● **LOWER DEDUCTION CERTIFICATE APPLICATION**

- lower deduction certificate application understanding
- Filing of Form 13 Online on portal
- Filing of Form 13 details in offline utility

## ● **PROOF OF TDS/TCS - FORM 16/16A/27D & FORM 26AS OR AIS**

- Form 16 & 16A understanding & how to download them
- Form 26AS & how to claim TDS/TCS in Income tax returns

## ● **IF MISTAKES DONE AT THE TIME OF PAYING CHALANS**

- How to rectify mistakes of challans

## ● **RECTIFICATION OF RETURNS**

- Online Rectification of TDS/TCS Returns
- Rectification of TDS/TCS Returns through Correction statement

## ● **NOTICES/ORDERS UNDER TDS/TCS**

- Types of notices/orders received under TDS/TCS & How to deal with them

# LEARN AND DO PRACTICE WITH US

## Assignment & Test Series

- Actual Industrial data as assignments for Practice.
- Test Series (MCQs) conducted for ensuring Proper understanding
- Without clearing the test series, you can't proceed towards the next classes
- This is to ensure your clear & indepth understanding about the topic that you are studying & practicing
- You will not only learn but will do practice with us to gain the confidence in the work you do



## Certificate

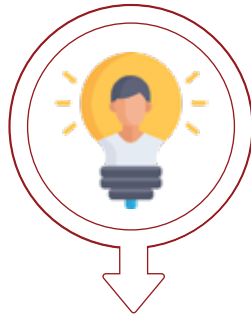
Learners earn a digital certificate upon successful completion of the online Course. You can request for the Hard copy of the certificate delivered at your home as well.

Note: After successful completion, a verified digital certificate will be available for downloading with your name used when registering for the Course.

\*All certificate images are for illustrative purposes



# How we are going to proceed in the classes



**1. Conceptual Understanding**



**2. Visualisation of the Practical work in the classes**

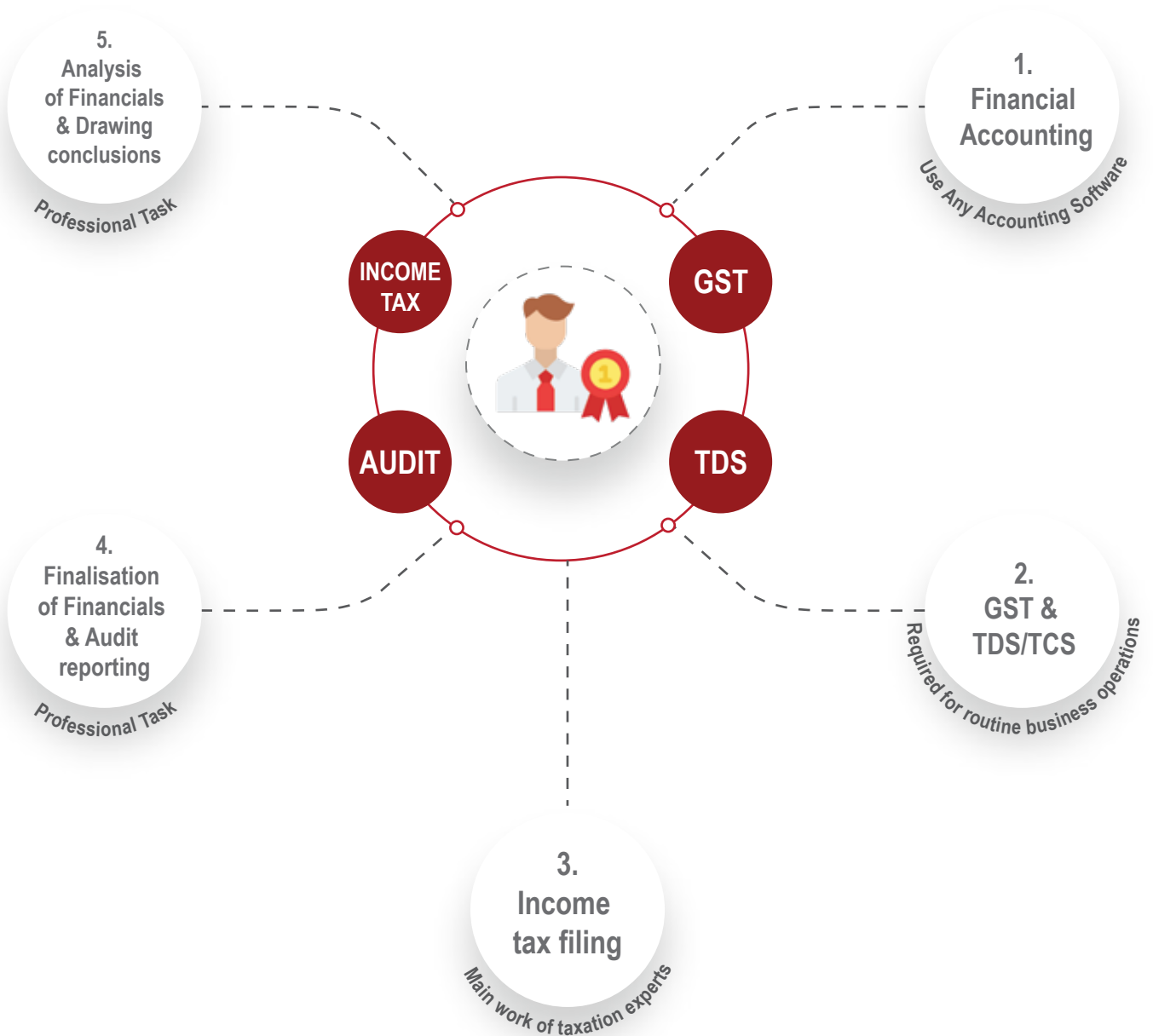


**3. Industrial project Assignments for Practice of the learners**



**4. Conducting Test series on the basis of practice**

# Learning structure for becoming a Finance & Taxation expert



# Meet the **Mentor**

Ankita Mahajan, A chartered Accountant by profession is in Practice since qualification. She comes from a joint business family from the city Jalandhar in Punjab State.

With a vision to make those persons highly skilled who have started their careers at the early stage of their life without getting proper professional knowledge & those who are having only bookish knowledge because of which they are not able to grab any job opportunity from the market, She started this online Practical training platform with a flexible timing & lifetime access.

She has taught hundreds of learners & each one of them praised her way of teaching, her knowledge, understanding & efforts she put for making their careers better. Her vision is to design & deliver the best at the affordable cost so that everyone with their salaries or pocket money could afford the professional learning experience in this expensive world.

With Munshi, Under the guidance of Ms. Ankita Mahajan we promise to equip you with the in-depth knowledge & Professional working experience which will not only protect your job in this competitive world, but also enable you for salary hikes & more working opportunities from the market.



# Profession of learners who usually join us & what benefit they get



## Under Graduates, Graduates & Post graduates

They gain the knowledge & experience which they haven't got in their college curriculum which help them to crack interviews confidently & grab a job



## Senior Accountants

Professional level concepts are also covered here which are highly useful for the Senior Accountants as well.



## Working Junior Accountants

Junior Accountants face a lot of problems while working in their offices relating to Accounting entries in exceptional situations, taxation, Returns filing etc, All these problems got resolved after having a professional training from Munshi.



## Tax consultants/Experts

Indepth knowledge of taxation & analysis is covered with support for their real-time queries & problems during their actual working. A lot of students started their own consultancy firms after gaining the detailed knowledge from us.



## Tele-callers or other non finance staff

Some people got fed-up from the tele-calling work & the other works like store keeping etc after doing graduations or post graduations in commerce & they think that they are not rightly placed in their jobs. They get immense benefits after the finance & taxation training from us & they are now capable of shifting themselves to the Accounting & finance department in their company



## Sei-Qualified/Qualified-CAs, lawyers & CMAs

Professionals do not always have complete knowledge about everything, they also consider Munshi as a gap filler. Some professionals take taxation bundles, some take auditing. No one teaches you when you are a professional. So, they consider us as a very helpful alternative.



# Course Highlights

## Duration

1.5 months

## Lifetime access & Learn at anytime

You can access the course anytime after completion as well  
Learn as per your availability from your worklife

## Doubts resolution & Live Query sessions

Doubts related to your learning or real office  
work will be resolved within 24 hours.

## Course Fee

Total course fee is 999/- (No Hidden Charges)

## EMI Options

EMI Options are available with some limitations

## 100% Money Back Guarantee

If You didn't like the course &

- - 20% course is not completed
- - Atleast 1 Live session is attended
- - You have a genuine reason then 100% of the course fee will be refunded without any deductions



Contact us :  
98774-51877  
77174-67410

E-mail :  
[Contact@munshiindia.com](mailto:Contact@munshiindia.com)  
[www.munshiindia.com](http://www.munshiindia.com)



## Company information

Learn & Serve Private Limited  
27-PNT Colony, Adarsh nagar, Jalandhar, Punjab, India  
144001