

Advanced Diploma Certificate Course in Practical Finance & Accounting

- ## 1 Syllabus
- Basics of Accounts, Ledger & Balance sheet
 - Introduction to various Taxes & GST
 - Basics of Financial Management and Costing
 - Introduction to Business Environment
 - Business communication & Soft Skills
 - Business Case Study

2	Total Marks	600
3	No of Papers	6
4	Nature of Papers	Theory Papers – 4 Practical Paper – 2
5	Theory Marks	400 Marks
6	Practical	200 Marks
7	No of Hours	45
8	Passing Marks	Min – 40 per Paper
9	Fees:	Rs. 15000/-
10	Duration :	12 Months
11	Minimum Eligibility	12 th Pass

Objectives of the Course: Finance and Accounting are vast fields which necessitate a good study of the history, current state of the art and the future possibilities. However, sometimes, in some fields, being acquainted with the basics of the terms involved and their practical application on the field is also a desirable skill. This course aims at providing the practical approach to these vast subjects.

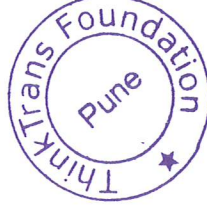
Key Highlights of the course:

1. To understand the financial standards required by Industry
2. To create skilled manpower required by the corporate sector with respect to the finance and accounting
3. To better the business communication skills by enabling understanding of the terms involved among the prospective employees
4. Creating the job ready manpower for the corporate needs

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