

CIFA Basic

(Course Price-9000)

Certification in Financial Accounting
Basic

COURSE CODE – CIFA01

ELIGIBILITY – 10TH DURATION-06 Months

SEMESTER – 1

- Introduction To Computer
- Hardware & Software
- Working with Window 10
- File & Folder Management

SEMESTER – 2

- Microsoft Office –
(Ms. Word, PowerPoint, Excel)
- Project Work on MS Office

SEMESTER – 3

- Business Accounting
- Accounting Concepts
- Real Documents

SEMESTER – 4

- Tally Prime Basic
- Accounts & Inventory Management
- Sales And Purchase Management

SEMESTER – 5

- Communication Skills
- Presentation Skills

CIFA Fundamental

(Course Price- 12000)

Certification in Financial Accounting
Fundamental

COURSE CODE – CIFA02

ELIGIBILITY – 12TH DURATION- 08 Months

SEMESTER – 1

- Introduction To Computer
- Hardware & Software
- Working with Window 10
- File & Folder Management

SEMESTER – 2

- Microsoft Office –
(Ms. Word, PowerPoint, Excel)
- Project Work on MS Office

SEMESTER – 3

- Business Accounting
- Accounting Concepts
- Real Documents

SEMESTER – 4

- Tally Prime Advance
- Accounts & Inventory Management
- Sales and Purchase Management
- Accounting for Gst
- Accounting for TDS
- Payroll Management

SEMESTER – 5

- Communication Skills
- Presentation Skills

SEMESTER – 6

- TDS
- Accounting Treatment of TDS

CIFA Regular

(Course Price-18000)

Certification in Financial Accounting
(Regular)

COURSE CODE – CIFA03

ELIGIBILITY – 12TH DURATION-1 Year

SEMESTER – 1

- Introduction to Computer
- Hardware & Software
- Working with Window 10
- File & Folder Management

SEMESTER – 2

- Microsoft Office –
(Ms. Word, PowerPoint, Excel)
- Project Work on MS Office

SEMESTER – 3

- Business Accounting
- Accounting Concepts
- Real Documents

SEMESTER – 4

- Tally Prime Advance
- Accounts & Inventory Management
- Sales and Purchase Management
- Accounting for Gst
- Accounting for TDS
- Payroll Management

SEMESTER – 5

- Communication Skills
- Presentation Skills
- Corporate Skill

SEMESTER – 6

- Income Tax
- ITR Filing
- TDS Return Filing

SEMESTER -7

- Goods & Services Tax (GST)
- Gst Registration
- GSTR 3B

SEMESTER – 8

- Accounts Finalization & Profit Screening
- Financial Statements Analysis

CIFA Advanced

(Course Price- 20500)

Certification in Financial Accounting
(Advanced)

COURSE CODE – CIFA04

ELIGIBILITY – 12TH DURATION-1 Year

SEMESTER – 1

- Introduction to Computer
- Hardware & Software
- Working with Window 10
- File & Folder Management

SEMESTER – 2

- Microsoft Office –
(Ms. Word, PowerPoint, Excel)
- Project Work on MS Office

SEMESTER – 3

- Business Accounting
- Accounting Concepts
- Real Documents

SEMESTER – 4

- Tally Prime Advance
- Accounts & Inventory Management
- Sales and Purchase Management
- Accounting for Gst
- Accounting for TDS
- Payroll Management

SEMESTER – 5

- Communication Skills
- Presentation Skills
- Corporate Skills

SEMESTER – 6

- Income Tax
- ITR Filing
- TDS Return Filing

SEMESTER -7

- Goods & Services Tax (GST)
- Gst Registration
- GSTR 3B

SEMESTER – 8

- Accounts Finalization & Profit Screening
- Financial Statements Analysis

SEMESTER – 9

- Advanced MS Excel