

# CERTIFICATE COURSE IN INCOME TAX PRACTICES FOR SALARIED EMPLOYEES

2020-21

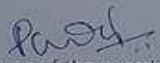
GOVT.DEGREE COLLEGE, HUZURABAD


DEPT.OF COMMERCE

Certificate course in income tax practices for salaried Employees

RESOLUTION

Department of commerce, GDC Huzurabad decided to conduct a certificate Course in income tax practices to all the students from March 20, 2021 for 30 days.

  
Signature of the coordinator

  
(M. Sridhar)

  
Signature of the Principal  
Govt Degree College  
Huzurabad Karimnagar

# GOVT. DEGREE COLLEGE, HUZURABAD

## Department of commerce

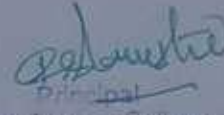
Certificate course in income tax practices for salaried Employees(2020-21)

### CIRCULAR







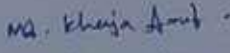
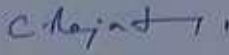

It is hereby informed to all the students that the department of commerce is going to conduct a certificate course in income tax practices for salaried Employees from 20-03-2021. Hence you are informed to join the course and attend regularly.



Signature of the coordinator



Signature of the principal  
Govt. Degree College  
Huzurabad, Huzurabad

- BA I year 
- BA II YEAR 
- BA III year 
- B.com I year 
- B.com II year 
- B.com III year 
- B.sc BZC I Year
- B.sc BZC II Year 
- B.Sc BZC III year 
- B.sc MPC/MPCS I Year
- B.sc MPC/MPCS II Year
- B.sc MPC/MPCS III Year 

# GOVT.DEGREE COLLEGE, HUZURABAD

## DEPT.OF COMMERCE

Certificate course in income tax practices for salaried Employees

### STUDENTS ENROLEMENT LIST

Sino.	Name of the student	Class	Student Signature
1	K.Jhansi	B.com III	K. Jhansi
2	M.Bixapathi	B.sc MPC III	M. Bixapathi
3	M.Ashwini	B.sc MPCS	M. Ashwini
4	K.Kumar	B.A III	K. Kumar
5	G. Deepak	B.A III	G. Deepak
6	K.Vamshi	B.A III	K. Vamshi
7	G.Sairam	B.sc BZC II	G. Sairam
8	J.Sandhya	B.sc BZC II	J. Sandhya
9	R.Akhila	B.com I	R. Akhila
10	M.srinidhi	B.com I	M. Srinidhi
11	T.Rakesh	B.com I	T. Rakesh
12	M.Mounika	B.sc BZC III	M. MOUNIKA
13	G.Laxman	B.com III	G. Laxman
14	T.Ramu	B.com III	T. Ramu
15	G.Sandhya	B.com II	G. Sandhya
16	M.Ravali	B.com II	M. Ravali
17	M.Shiva	B.com III	M. Shiva
18	N.Soniya	B.com II	N. Soniya
19	U.Srinithya	B.com II	U. Srinithya
20	D.Ramya	B.sc MPC II	D. Ramya
21	D.Bhoomika	B.sc BZC III	D. Bhoomika
22	G.Jyothi	B.sc MPC I	G. Jyothi
23	T.Shiva Prasad	B.com II	T. Shiva Prasad
24	K.Sai kumar	B.com II	K. Sai Kumar
25	Ch.Umesh	B.sc MPCS I	Ch. Umesh
26	R.Shanthi kumar	B.A II	R. Shanthi Kumar
27	M.Sneha	B.sc BZC II	M. Sneha
28	E.Nisha	B.sc BZC II	E. Nisha
29	P.Achyutha Patel	B.sc MPCS I	P. Achyutha Patel
30	K.Kavitha	B.sc BZC I	K. Kavitha

Signature of the coordinator

signature of the Principal

Principal  
Govt Degree College  
Huzurabad Karmanagar



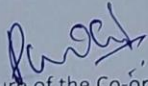
GOVT. DEGREE COLLEGE, HUZURABAD.

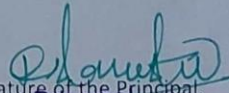
DEPT. OF COMMERCE.

Certificate Course in Income tax practices for salaried Employees.

STUDENTS ENROLEMENT LIST

Sl.No.	Name of the Student	Class	Student Signature
31.	K.Manasa	B.A.II Year	K. Manasa
32.	S.Sravanthi	B.Com.II Year	S. Sravanthi
33.	R.Sricharan	B.A.I Year	R. Sricharan
34.	M.Sumali	B.A.I Year	M. Sumali
35.	N.Alekhy	B.Com I Year	N. Alekhy
36.	Ch.Shivani	B.Zc. I Year	ch. shivani
37.	K.Vani	B.ZC.I Year	K. Vani
38.	M.Ashlesha Bhavani	B.ZC.III Year	M. Ashlesha Bhavani
39.	K.Sruthi	B.ZC.III Year	K. sruthi
40.	M.Chandra Shekar Azad	M.P.C.I Year	M. chandra shekar Azad
41.	b.Sahithi	B.ZC.I Year	B. Sahithi
42.	K.Ajay	B.Com.I Year	K. Ajay
43.	M.Akhil Rao	B.Com I Ywear	M. Akhil Rao
44.	K.Akshitha	B.Com.I Year	K. Akshitha
45.	Md.Asma	B.Com III Year	Md. Asma
46.	M.Shailaja	B.A.II Year	M. shailaja
47.	E.Sridhar	B.A.II Year	E. Sridhar
48.	G.Prashanth	B.A. II Year	G. Prashanth.
49.	D.Harikrishna	M.P.Cs. II Year	D. Harikrishna.
50.	A.Manasa	M.P.Cs. II Year	A. manasa
51.	N.Rakesh	M.P.Cs. IYear	N. Rakesh

  
Signature of the Co-ordinator

  
Signature of the Principal.  
Principal  
Govt Degree College  
Huzurabad Karimanagar

# GOVT.DEGREE COLLEGE, HUZURABAD

## DEPT.OF COMMERCE

Certificate course in income tax practices for salaried Employees

### SYLLABUS

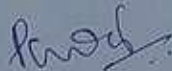
Unit I: Preparation of salary statement

Unit II: Preparation of income tax statement

Unit III: Preparation of Form-16

Unit IV: e- filing preparation on system

Unit V: Verification of 26AS



Signature of coordinator



Signature of the principal  
Govt Degree College  
Huzurabad Karimnagar



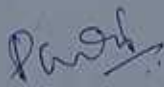
# GOVT. DEGREE COLLEGE, HUZURABAD

## DEPT. OF COMMERCE

Certificate course in income tax practices for salaried Employees

### SYLLABUS DIVISION

Sno.	Date	Topic Taught	Resource person
1	20-03-21	Preparation of salary statement	Sri M.Sridhar
2	22-03-21	Preparation of salary statement	Sri M.Sridhar
3	23-03-21	Preparation of salary statement	Sri M.Sridhar
4	24-03-21	Preparation of salary statement	Sri M.Sridhar
5	25-03-21	Preparation of salary statement	Sri M.Sridhar
6	26-03-21	Preparation of salary statement	Sri M.Sridhar
7	27-03-21	Preparation of income tax statement	Sri P.L.N.Murthy
8	30-03-21	Preparation of income tax statement	Sri P.L.N.Murthy
9	31-03-21	Preparation of income tax statement	Sri P.L.N.Murthy
10	01-04-21	Preparation of income tax statement	Sri P.L.N.Murthy
11	03-04-21	Preparation of income tax statement	Sri P.L.N.Murthy
12	06-04-21	Preparation of income tax statement	Sri P.L.N.Murthy
13	07-04-21	Preparation of income tax statement	Sri P.L.N.Murthy
14	08-04-21	Preparation of income tax statement	Sri P.L.N.Murthy
15	09-04-21	Preparation of income tax statement	Sri P.L.N.Murthy
16	12-04-21	Preparation of income tax statement	Sri P.L.N.Murthy
17	15-04-21	Preparation of Form 16	Sri P.L.N.Murthy
18	16-04-21	Preparation of Form 16	Sri P.L.N.Murthy
19	17-04-21	Preparation of Form 16	Sri P.L.N.Murthy
20	19-04-21	Preparation of Form 16	Sri P.L.N.Murthy
21	20-04-21	Preparation of Form 16	Sri P.L.N.Murthy
22	22-04-21	Preparation of Form 16	Sri P.L.N.Murthy
23	23-04-21	Preparation of Form 16	Sri P.L.N.Murthy
24	24-04-21	e-filing practice	Sri K.Chakradhar
25	25-04-21	e-filing practice	Sri K.Chakradhar
26	26-04-21	e-filing practice	Sri K.Chakradhar
27	27-04-21	e-filing practice	Sri K.Chakradhar
28	28-04-21	e-filing practice	Sri K.Chakradhar
29	29-04-21	26-AS Verification	Sri K.Kamal
30	30-04-21	26-AS Verification	Sri K.Kamal

  
Signature of coordinator

  
Signature of principal  
Principal  
Govt Degree College  
Huzurabad Karimnagar

# GOVT.DEGREE COLLEGE,HUZURABAD

## DEPT.OF COMMERCE

Certificate course in income tax practices for salaried Employees

### STUDENTS EVALUATION REPORT

S/no.	Name of the student	Class	Marks awarded	Result
1	K.Jhansi	B.com III	19	Pass
2	M.Bixapathi	B.sc MPC III	18	Pass
3	M.Ashwini	B.sc MPCS	18	Pass
4	K.Kumar	B.A III	14	Pass
5	G.Deepak	B.A III	12	Pass
6	K.Vamshi	B.A III	13	Pass
7	G.Sairam	B.sc BZC II	15	Pass
8	J.Sandhya	B.sc BZC II	19	Pass
9	R.Akhila	B.com I	16	Pass
10	M.srinidhi	B.com I	19	Pass
11	T.Rakesh	B.com I	18	Pass
12	M.Mounika	B.sc BZC III	18	Pass
13	G.Laxman	B.com III	13	Pass
14	T.Ramu	B.com III	15	Pass
15	G.Sandhya	B.com II	16	Pass
16	M.Ravali	B.com II	18	Pass
17	M.Shiva	B.com III	19	Pass
18	N.Soniya	B.com II	17	Pass
19	U.Srinitya	B.com II	20	Pass
20	D.Ramya	B.sc MPC II	18	Pass
21	D.Bhoomika	B.sc BZC III	16	Pass
22	G.Jyothi	B.sc MPC I	15	Pass
23	T.Shiva Prasad	B.com II	19	Pass
24	K.Sai kumar	B.com II	18	Pass
25	Ch.Umesh	B.sc MPCS I	16	Pass
26	R.Shanthi kumar	B.A II	13	Pass
27	M.Sneha	B.sc BZC II	15	Pass
28	E.Nisha	B.sc BZC II	14	Pass
29	P.Achyutha Patel	B.sc MPCS I	19	Pass
30	K.Kavitha	B.sc BZC I	16	Pass



Signature of the coordinator



signature of the principal  
Govt Degree College  
Huzurabad Karimnagar



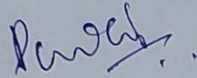
**GOVT. DEGREE COLLEGE, HUZURABAD.**

**DEPT. OF COMMERCE.**

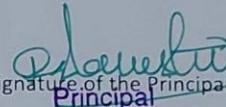
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34.	M.Sumali	B.A.I Year	13	Pass
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37.	K.Vani	B.ZC.I Year	16	Pass
38.	M.Ashlesha Bhavani	B.ZC.III Year	18	Pass
39.	K.Sruthi	B.ZC.III Year	17	Pass
40.	M.Chandra Shekar Azad	M.P.C.I Year	18	Pass
41.	b.Sahithi	B.ZC.I Year	12	Pass
42.	K.Ajay	B.Com.I Year	17	Pass
43.	M.Akhil Rao	B.Com I Ywear	16	Pass
44.	K.Akshitha	B.Com.I Year	18	Pass
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47.	E.Sridhar	B.A.II Year	12	Pass
48.	G.Prashanth	B.A. II Year	13	Pass
49.	D.Harikrishna	M.P.Cs. II Year	17	Pass
50.	A.Manasa	M.P.Cs. II Year	14	Pass
51.	N.Rakesh	M.P.Cs. IYear	15	Pass



Signature of the Co-ordinator



Signature of the Principal.

**Principal**  
**Govt Degree College**  
**Huzurabad Karimanagar**

# GOVT.DEGREE COLLEGE, HUZURABAD

## DEPARTMENT OF COMMERCE

Certificate course in income tax practices for salaried employees

ASSESSMENT TEST

Total Marks : 20

Name:

Class:

R.No.

1) Choose the right answer from four alternatives of each question 10\*1=10

1) Salary income means

( )

- A) Income from profession      B) Income from business  
C) Income from Agriculture      D) None of the above

2) The year of Income tax Act

( )

- A) 1971      B) 1951      C) 1961      D) 1981

3) Section used for HRA

( )

- A) Section 11      B) Section 10(13-A)      C) Section 5      D) Section 20

4) Section used for Medical insurance premium

( )

- A) 80C      B) 80CCD      C) 80E      D) 80D

5) What is the maximum limit of savings under section 80C, 80CCC, 80CCD ( )

- A) 150000      B) 100000      C) 120000      D) 200000

6) Section used for NPS

( )

- A) 80C      B) 80 CCD 1(B)      C) 80D      D) 80CCC

7) The percentage of cess imposed on taxable income

( )

- A) 5      B) 1      C) 4      D) 6

8) The percentage of tax imposed on taxable income below 5 lakhs ( )

- A) 10                      B) 5                      C) 20                      D) 30

9) Relief on arrears is given under section ( )

- A) 88                      B) 90                      C) 86                      D) 89

10) The year which is used to calculate tax liability ( )

- A) Financial year    B) Academic year    C) Assessment year    D) Tax year

II) Fill in the blanks

10\*1=10

- 1) The abbreviation of PAN \_\_\_\_\_
- 2) Section for interest on educational loan \_\_\_\_\_
- 3) Standard deduction for the financial year 2019-20 \_\_\_\_\_
- 4) Section for professional tax \_\_\_\_\_
- 5) Form 16 is filled by \_\_\_\_\_
- 6) Section shows 100% relief of tax \_\_\_\_\_
- 7) Section for tax rebate those who have income below 5 lakhs \_\_\_\_\_
- 8) e-filing means \_\_\_\_\_
- 9) Section for traces used to find tax paid by assessee is \_\_\_\_\_
- 10) TDS means \_\_\_\_\_







GOVERNMENT DEGREE COLLEGE, HUZURABAD  
DIST : KARIMNAGAR  
Re-Accredited with 'B' Grade by NAAC



CERTIFICATE OF PARTICIPATION

This is to certify that, U. Srinitya studying  
in B.Com IIyr group/ programme IIyr year at GDC, HUZURABAD has  
attended the Certificate course in Income Tax Practices for Salaried employees offered by the Department  
of Commerce. The certificate course was organized from 20.03.21 to 30.04.21. The  
student has successfully completed the course.

  
Convener

Date: 30.04.2021



  
PRINCIPAL  
Principal  
Govt Degree College  
Huzurabad Karimnagar

