



Dr. B.R. Ambedkar Open University

Road No. 46, Jubilee Hills, Hyderabad-500 033



In Collaboration with

IPA Educational Society (Regd)

126, SD Road, Opp Kamat Hotel, Paradise Circle, Secunderabad

- 500 003. Ph: 27722268, 66337095

Offers

Post Graduate Diploma in

PRACTICAL ACCOUNTING & TAXATION (PGDPAT)



BRIDGING THE GAP

between theory and practical knowledge

Prospectus
2013-14



Special Features of the course (Global Accountant Course)

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Introduction

PGDPAT is designed to offer practical and industry-oriented accounting and taxation skills to fresh graduates to enhance their employability and working professionals to increase their effectiveness.

The introduction of Financial Accounting software has changed the role of the Accountant, as most of the routine accounting and taxation-related work is done by the software. The foundation of all accounting software is Practical Accounting, and the Accountant needs to be knowledgeable about the practical procedures in accounting, direct and indirect taxes. This will help him / her in getting the best out of the software.

Program Objective

This is an inter-disciplinary program aimed at developing the necessary skills to apply the theoretical knowledge of accounting and finance to practical business situations and using computerized accounting. The course also aims to provide exposure to business environment, entrepreneurial skills and personality development so that the students are groomed into ready made Accounting Executives.

About Dr BRAOU

Dr B R Ambedkar Open University (Dr BRAOU) – set up on 26 August 1982 through an Act of the Andhra Pradesh State Legislature (APOU Act 1982) – was initially known as Andhra Pradesh Open University. It was inaugurated by Sri Gyani Zail Singh, the then President of India, at Nagarjunasagar.

Subsequently, the University was renamed as Dr B R Ambedkar Open University on 26 October 1991 by the Government of Andhra Pradesh during the 'Dr B R Ambedkar Centenary' celebrations. The establishment of this university, the first of its kind in India, heralded an era of affirmative action. The university offers opportunities of higher education to all sections of society to meet the changing individual and social needs. The motto of the university is 'Education for All'.

About IPAES

The Institute of Practical Accountancy (IPA) was established in 1993 by Mr D B Prakash, a practicing Accounts & Tax Consultant. IPA has been organizing courses in Practical Accountancy which are well accepted by the industry. This course is the first of its kind in India and acts as a substitute for working experience. These courses have helped many fresh graduates to get jobs in India and abroad, businessmen and housewives to handle their own business accounts, and commerce graduates to practice as tax consultants. IPA has so far trained more than 30,000 candidates. IPAES (IPA Educational Society) is registered as a society with the purpose of providing value-based practical education and create employment opportunities to unemployed graduates / post graduates / working professionals in the areas of Accounting and Taxation. IPAES is patronized by leading practicing Chartered Accountants, Tax Practitioners, Educationists and industry professionals. IPA is located at Paradise Circle, Secunderabad, within easy reach of students in the Twin Cities.

About PGDPAT

Dr BRAOU, in collaboration with IPAES, is offering a one-year full-time PGDPAT programme from the Academic Year 2013-14.

Fee Structure

- Rs 25,000 for general candidates
- Rs 35,000 for candidates sponsored by companies (Exempted from Entrance Test. However, they should appear for personal interview)
- The fees is payable at the time of admission in the form of DD drawn on any Nationalised Banks in favour of Registrar, Dr B. R. Ambedkar Open University payable at Hyderabad.

Eligibility

The aspirants of Post Graduate Diploma in Practical Accounting and Taxation (PGDPAT) should possess a Bachelor's Degree of B.Com, B.Tech / BE, BBA with 50% marks. Admissions will be made through entrance examination (80% weight) and personal interview (20% weight). The rule of reservations will be followed for admissions.

Admission Test

Admissions will be based on performance in the entrance examination and personal interview conducted by Dr BRAOU. Admission test will be conducted in Hyderabad / Secunderabad. The intake is limited to 200. The Entrance Test paper is set for 100 marks, will be of objective type. It comprises of general aptitude in Numerical Ability, Accounting & Commerce and Business Awareness. The Qualifying mark is 36%, relaxable by 5% in respect of SC / ST candidates.

Pedagogy

The medium of instruction for the programme will be English. The programme is delivered through classroom lectures, case studies, internship & project work, group discussions, seminars and on-the-job training.

Career Opportunities

- Commerce and other graduates without experience can get jobs and also practice as tax consultants.
- Businessmen and housewives can manage their accounts and tax matters independently.
- Working Accountants and Executives can enhance their professional skills.

Attendance

This is a full time programme. Admitted candidates are required to put in not less than 75% of attendance.

Programme Centre Code

BRAOU programme centre code - 802

Programme Duration

One year full time, on campus programme

Course Structure

Course 1: Practical Financial Accounting & Analysis

- Accounting Standards & Process
- Final Accounts
- Registers & Control Accounts
- Cash Book & Bank Reconciliation Statement
- Financial Statements Analysis

Course 2: Practical Auditing

- Auditing
- Audit Planning and Control
- Audit Evidence and Internal Control
- Audit of Payments and Receipts
- Audit of Sales, Assets and Liabilities

Course 3: Practical Income Tax

- Income Tax Rules
- Income from Salary
- Income from Other Sources
- Deductions
- Filing and Taxation of Firms

Course 4: Practical APVAT & CST

- AP VAT Act
- Commodity Taxation
- CST
- Branch Stock Transfers
- VAT Computation & Returns Filing

Course 5: Practical Service Tax & Central Excise

- Service Tax & Exemptions
- Procedures & Assessment of Service Tax
- Assessment of Tax
- Export and Import of Services
- Central Excise & CENVAT

Course 6: Computerised Accounting With ERP

- Creation
- Reports Generation
- Preparation of Budget & Controls
- Bank Reconciliation Statements
- Enterprise Resource Planning (ERP)

Internship

- During mid-vacation, internship with any practicing CA/organization and selection of topic related to the courses of the program.

Project Report

- Submission of report on topics related to the courses of the program.

Academic Schedule will be supplied to the candidates at the time of admission



IPA SANMAN 2009-10

Padmasri AVS Raju (Chairman - NCCL) was felicitated with LIFETIME ACHIEVEMENT AWARD. The other awardees Prof H Venkateswarlu, Sri N Vinod Kumar, Prof SV Satyanarayana, Dr Vani Manohar, Dr K Someswara Rao, Dr K Srinivasa Rao, Sri G Kalyandas, Sri BV Ramana Murthy, Sri Datla Hanumanta Raju, Sri Arvind Kumar Jaiswal and Sri C Krishna Prasad are also seen on the occasion.



Governing Council



Sri JV Rao, President

Mr Rao is a leading advocate and tax consultant with rich experience in the area of taxation. He has been practising as Advocate in the Original as well as in the Appellate side for over 20 years before High Court & other courts. He is a member of Regional Direct Taxes Advisory Committee appointed by Government of India and Vice President of All India Federation of Tax Practitioners Association.

Mr Rao is a guest faculty at Institute of Chartered Accountants of India and Institute of Company Secretaries of India. He is a regular columnist for Institute of Cost & Works Accountants of India. He is a consultant to many MNCs for tax and company related matters.

Mr. Rao is also a Philanthropist and running a Veda Patasala and Trustee in several Charitable Organisations.



**Sri D B Prakash,
General Secretary**

Mr D B Prakash, MCom, M Phil, established the Institute of Practical Accountancy (IPA) in 1993. He has a rich experience of 30 years as Accounts Manager, Tax Consultant and Trainer. He has designed a job oriented course titled 'Practical Accountancy Course' for fresh commerce graduates / working professionals. IPA has trained and placed over 30,000 students. In 2005, he received National Achievement Award in Education Experience from a Union Minister in Delhi.

Mr Prakash is ex-Vice President AP Sales Tax Bar Association, ex-Member Governing Council AP Tax Bar Association, ex-Executive Member All India Federation of Tax Practitioners, Former Cabinet Treasurer Lions Clubs International, Executive Member Basava Samskhera Samithi, Member Indian Friendship Association with Foreign Countries.

He has conducted Workshops on Practical Accounting and Taxation Course to VRS Employees of AP State Government (sponsored by Social Safety Net Program, Govt. of AP), Accountants of AP State Seeds Development Corporation and M/s Maytas Ltd. Also organized Mega Employment Scheme through Lions Clubs International as Leadership Chairman and conducted Leadership Seminars for members of Lions Clubs and Industrialists. Conducted workshop in practical accounting and taxation to Junior Lecturers of Intermediate Board, AP.



Sri Kalva Mallikarjunappa
Treasurer

Mr Mallikarjunappa has been a Tax Consultant since 1978. He is an expert in Direct Tax Laws. He has been publishing a monthly magazine titled 'Basava Krupa' for the last 13 years. He has also published many books on Basava philosophy. He is a former Trust Board Member Srisailam Devasthanam, Srisailam (Andhra Pradesh), and is also a well known social worker.



Sri KR Raman, Member

Mr KR Raman is a senior practicing advocate in AP High Court and Supreme Court. He specializes in corporate and real estate litigation matters. He is a regular external advisor to leading law firms Tatva Legal and Dua Associates, both of which have offices in Delhi, Mumbai, Bangalore, Hyderabad and Chennai.

Mr Raman's publications include:

- K.R. Raman, The Andhra Pradesh Land Grabbing (Prohibition) Act, 1982: Along with Rules, Regulations, Notifications & Allied Laws (7th edn Asia Law House, Hyderabad 2009)
- Padala Rama Reddi, Padala Srinivasa Reddi and K.R Raman (rev), The Andhra Pradesh Land Reforms (Ceiling on Agricultural Holdings) Act, 1973 and Rules, 1974 (7th edn Asia Law House, Hyderabad 2010)

Mr Raman delivers lectures on various topics of law at law colleges at Hyderabad and at professional associations. He is presently the Standing Counsel for AP Forest Development Corporation Limited. Since 1997, he has also been running a non-profit organization called Association for Legal Awareness.



► Academic Advisory Council



Sri PV Subba Rao

Mr PV Subba Rao, BA BL, retired as Joint Commissioner of Commercial Taxes AP. During his service he was awarded Uttamaseva Patras thrice by the State Government for meritorious performance. He has delivered more than 500 lectures on Sales Tax. He has contributed several articles in Tax Magazines. During the period 2010-11 he was National Vice President of All India Federation of Tax Practitioners. He is practising as an advocate in Hyderabad and has been VAT Consultant to several companies. On request of the Government he has drafted Works Contracts Manual for the Commercial Taxes Department.



Sri Ratnam

Mr Ratnam is an accomplished author and faculty with over 37 years experience in the corporate sector. H has retired as General Manager (Finance) from NMDC. He is a Fellow Member of Institute of Cost and Works Accountants of India and Institute of Company Secretaries of India. He has published a number of books on Costing, Advanced Accounting, Financial Management and Cost & Management Accounting useful to the students of ICWA, CS, M.Com, MBA and CA.

Mr Ratanam is a visiting faculty at JNTU, Bharatiya Vidya Bhavan, WLC, IPE and ICAI & ICWA on the subjects of Commerce and Management.



Dr D B Raju

Dr D B Raju is a senior management professional with over 35 years experience with the engineering and construction conglomerate Larsen & Toubro (L&T). He was the Director & Head of L&T Realty Limited and on the boards of several group companies. Prior to this he was the Executive Vice President, Corporate Infrastructure & Services at L&T. He was a visiting faculty at National Institute of Industrial Engineering (NITIE) and SP Jain Institute of Management Development & Research, Mumbai. Presently he is an accredited CEO Coach. Dr Raju holds a Bachelor's Degree in Electrical Engineering and PhD in Business Administration.



**Sri Datla
Hanumantha Raju**

Mr Raju is a distinguished company secretary practising in Hyderabad. He has degrees in Commerce and Law and MBA in Finance. He is a Fellow Member of Institute of Company Secretaries of India (ICSI) and has been associated with it in various capacities. Mr Raju was elected as the President of ICSI for the year 2009 and in this position he received an award on Corporate Governance from President of India. He is a columnist for over 17 years in Vartha on taxation matters.

Mr Raju has co authored with Mr P V Ratnam books on Accountancy and Financial Management.



Dr V N Singhania

Dr Vinod K Singhania got his Ph.D from the Delhi School of Economics in 1976. His fields of special interest include all facets of corporate legislation and corporate economics especially the tax laws. Associated in different capacities with several professional institutes and business houses in India and abroad. Dr Singhania is author of many popular books and software published by Taxmann. He has to his credit more than 300 research articles which have appeared in leading journals. He has been a resource person in over 650 seminars in India and abroad.



Sri A Padmanabhan

Mr Padmanabhan Arunapuram is a seasoned finance professional with over three decades of rich experience in the areas of financial planning & analysis, pricing, costing and critical commercial negotiations. Extensively travelled to USA, UK and APAC, he played a key role in the winning of many multi-million dollar deals for the MNCs he worked for.

He brings to the table his wide experience in conducting Webinars and Sessions on 'Finance for non-finance' business leaders and 'Orders to Cash (OtoC), Pricing & Contract Negotiations, Invoicing Process, MIS etc for middle level managers.

Mr Arunapuram currently heads the pricing function of DELL at Bengaluru as a Sr. VP.



Established in 1993, the Institute of Practical Accountancy (IPA) was started by Mr.D.D.Prasanna as an outcome of experience and problems he encountered while he was seeking employment in his initial years of career. Thus a unique institute of its kind was founded initially to meet the needs of many aspirants. Now with over 25 years of experience

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to Tax Consultant and 12000 hours of practical teaching track record, Mr. Prakash wants to share his knowledge and wisdom grooming many aspirants for life time career in accounts and finance. Within a span of eight years he has trained more than 3500 candidates from different disciplines.

**OFFERS
UNEMP**

who are either sponsored or own. Under Social Security, Another Pradesh recently Voluntary Retirement Scheme.

The students of IPA students find placements training. Some of the and who about IPA, CMC, TVS, Apple India, and more.

The worthiness of some of its students

SOLUTIONS EMPLOYED AND ACCOUNTANTS

Candidate decries of practical training without Associate of Science degree

The course develops in the need of the candidates, depending on the need of the candidates. It is designed especially to improve the prospects of practical accountants, particularly those who are employed as accountants in the private sector. The course is designed to provide a practical accountants with a sound understanding of the principles and practice of accounting, and to provide them with the necessary skills to be able to perform their duties as accountants. The course is designed to provide a practical accountants with a sound understanding of the principles and practice of accounting, and to provide them with the necessary skills to be able to perform their duties as accountants. The course is designed to provide a practical accountants with a sound understanding of the principles and practice of accounting, and to provide them with the necessary skills to be able to perform their duties as accountants.

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Teaching accountants practical

Practical accountancy course at IPA in city

The course substitute for working experience comes as an advantage to many unemployed and underemployed commerce students and already employed accountants.

City-based Institute of Accountancy (IPA) like Satyam, TCS, Infosoft, GE TVS, Apple Infosoft, Capital etc.

The courses are useful for graduates, businessmen, foreign job-seekers, housewives, working accountants/officers etc.

The course has a duration

Satyam & Co.

అమ్మాయిలకు ఉద్యోగం
ఇవ్వాలి
పాత పాఠశాలలో
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ತರಗತಿ, ಸಾಹಿತ್ಯ



Express News Service
www.expressnews.com

THE Lions Club in the... along with an account... would be taking up place... around 100 economically... graduates at the... to the meeting held on... Ramess Kourti, District... of the Lions Club said... similar employment... organized by public... agencies, there has re...

be provided placements in industrial corporations at Jeedimetla and Balanagar

would be employed for a minimum salary of Rs 2,000, multiplied candidates can expect higher remuneration figures," noted Prasad.

The initiative is being executed for the benefit of white card holders or graduates, though alternative or economic difficulties would also be entertained.

"The Government has explained an organisation in the event. A member of the Institute of Practical Accountancy, one of

tion skills. The relevant expenditure would be on books and study material. Interest borne by the initiative. Interestingly enough, programme coordinators and other members emphasised the fact that "no corporations were approached for sponsorship," clarified Prakash.

Express News Service
Hyderabad, Oct 7

A shorter job-oriented course in practical accountancy which offers solutions to these kind of problems will be offered in city.

... is regarded as

erised accounting.

Addressing a press conference, IFA director DB Prakash said that the courses offered by the institute were well recognised by various government departments and reputed software companies.

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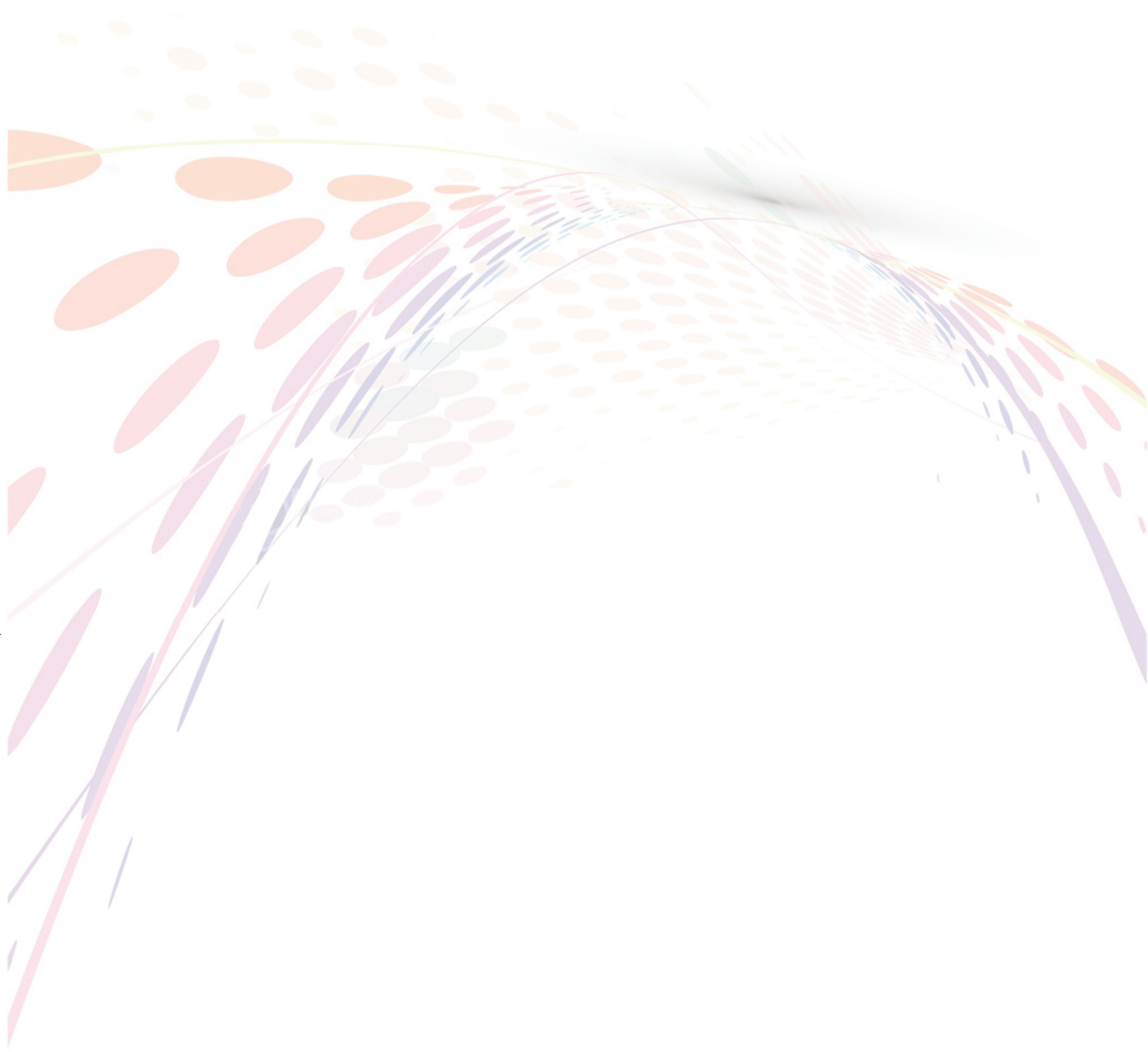
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