

SANKALCHAND PATEL UNIVERSITY, VISNAGAR

Faculty of Commerce



Structure, Teaching Scheme and Syllabus of
Post Graduate Diploma in US Taxation (PGDUST)

Program Code: CM202

With effect from: 2024-25

SEMESTER- II

Branch Name:	PGDUST
Program Code:	CM202
Course Title:	State Taxation-Corporate
Course Code:	1CM2020201
Pre-requisite Course:	Basics knowledge of tax structure of US Federal Taxation.

Course Objectives:-

1. To make the students aware with US State Taxation-Corporate system.
2. To provided knowledge of structure of State Taxation-Corporate of US taxation.
3. To provided knowledge of State Taxation-Corporate Form type of US taxation.

Teaching and Examination Scheme:

Teaching Scheme (Hours per week)				Evaluation Scheme (Marks)				
Lecture (L)	Tutorial (T)	Practical (P)	Credit	Theory (Marks)		Practical (Marks)		Total (Marks)
				University Assessment	Continuous Assessment	University Assessment	Continuous Assessment	
4	-	-	4	60	40	-	-	100

Course Contents:

Sr. No	Topic	Total Hours	Weightage (%)
1	Tax Filing Method: Separate, Consolidated, Combine, Legal.	15	25
2	Type of Forms: Estimated Form, Extension Form, Return Form, Primary Form, Subsidiary Form, Non Credit Form, Credit Form, Proforma Form.	15	25
3	Taxes types: Business Income Tax, Filing Type: Annual Filing, Amended filing, Supersede filing.	15	25
4	Elements of Tax Computation: Federal taxable income before state modifications, Modifications, Allocable income, Apportionment factor, Net Operating Loss, Taxable Income, Income Tax Rate, Tax, Prepayment, Estimated tax payment, Withhold tax payment, Refundable/Non Refundable Credit, Overpayment/Refund/Carry forward, Interest/Penalty.	15	25

Text Books:

1. "Multistate Corporate Tax Guide" by John C. Healy and Michael S. Schade Wald (2024 Edition)

Reference book:

1. "State and Local Taxation: Principles and Practices" by Charles W. Swenson, Sanjay Gupta, and John E. Karayan (2023)
2. "State Tax Handbook" by CCH State Tax Law Editors (2024)
3. "Apportionment of Income for State and Local Tax Purposes" by Michael F. Schaffner (2022)
4. "Practical Guide to U.S. Taxation of International Transactions" by Michael S. Schade Wald and Robert J. Missey Jr. (12th Edition, 2022)

Course Learning Outcomes (CLO): On completion of this course, the students will be able to:

CLO	Description	Bloom's Taxonomy Level
CLO1	Learn the differences between various tax filing methods, such as separate filing, consolidated filing (combining tax returns of related entities), combined filing, and legal filing.	2 Understanding
CLO2	Gain an understanding of various tax forms, including estimated tax forms, extension forms for filing delays, primary and subsidiary forms, credit and non-credit forms, and proforma forms for estimated reporting.	1 Remembering
CLO3	Understand the concept of Business Income Tax , including how companies report and pay taxes on their business earnings.	3 Applying,
CLO4	Learn about different types of tax filings, including annual filings (regular yearly submissions), amended filings (corrections to previous returns), and supersede filings (replacements of original returns).	2 Understanding 3 Applying
CLO5	Learn key components of tax calculation, including federal taxable income , modifications for state taxes, allocable income , the apportionment factor for dividing income among states, and the computation of net operating losses.	3 Applying,
CLO6	Learn about tax payments such as prepayments, estimated tax payments, and withholding tax payments. Understand refundable and non-refundable credits, overpayments, carry forward amounts, and the impact of interest or penalties on tax filings	2 Understanding

Mapping of CLOs with Pos & PSOs

Course Learning Outcomes (CLOs)	Program Outcomes (POs)						Program Specific Outcomes (PSOs)	
	PO1	PO2	PO3	PO4	PO5	PO6	PSO1	PSO2
CLO1	H		H		M	L		H
CLO2		M		H			M	
CLO3	H		M			H		M
CLO4	M	L		H			H	
CLO5			H	M	L			M
CLO6	H		M	H		L	M	

H: High, M: Medium, L: Low

Branch Name:	PGDUST
Program Code:	CM202
Course Title:	State Taxation -Partnership
Course Code:	1CM2020202
Pre-requisite Course:	Basics knowledge of tax structure of US State Taxation.

Course Objectives:

1. To make the students aware with US State Taxation -Partnership system.
2. To provided knowledge of structure of State Taxation -Partnership of US taxation.
3. To provided knowledge of State Taxation -Partnership Form type of US taxation.

Teaching and Examination Scheme:

Teaching Scheme (Hours per week)				Evaluation Scheme (Marks)				
Lecture (L)	Tutorial (T)	Practical (P)	Credit	Theory (Marks)		Practical (Marks)		Total (Marks)
				University Assessment	Continuous Assessment	University Assessment	Continuous Assessment	
4	-	-	4	60	40	-	-	100

Course Contents:

Sr. No	Topic	Total Hours	Weightage (%)
1	Return/Tax Filing Method: Separate, Type of Forms: Estimated Form, Extension Form, Return Form, Primary Form, Subsidiary Form, Non Credit Form, Credit Form, Proforma Form, Partner Level Form (Schedule K-1).	15	25
2	Taxes types: Partnership Tax Information Return, Partnership Entity Level Tax, Composite Tax, and Withholding Tax.	15	25
3	Filing Type: Annual Filing, Amended filing, Supersede filing.	15	25
4	Elements of Tax Computation: Federal taxable income before state modifications, Modifications, Allocable income, Apportionment factor, Net Operating Loss, Taxable Income, Income Tax Rate, Tax Prepayment: Estimated tax payment, Withhold tax payment, Refundable/Non Refundable Credit, Overpayment/Refund/Carry forward, Interest/Penalty.	15	25

Text Books:

1. "State Tax Handbook" by CCH State Tax Law Editors (2024)

Reference book:

1. "State and Local Taxation: Principles and Practices" by Charles W. Swenson, Sanjay Gupta, and John E. Karayan (2023)
2. "The Logic of Subchapter K: A Conceptual Guide to the Taxation of Partnerships" by Laura E. Cunningham and Noel B. Cunningham (5th Edition, 2022)
3. "Apportionment of Income for State and Local Tax Purposes" by Michael F. Schaffner (2022)
4. "Practical Guide to U.S. Taxation of International Transactions" by Michael S. Schadewald and Robert J. Missey Jr. (12th Edition, 2022)

Course Learning Outcomes (CLO): On completion of this course, the students will be able to:

CLO	Description	Bloom's Taxonomy Level
CLO1	Learn the concept of separate tax filing, where each entity or individual files a tax return independently, without combining with other entities.	2 Understanding
CLO2	Understand the different types of tax forms, including estimated tax forms, extension forms for filing delays, return forms for final submission, credit and non-credit forms, proforma forms, and partner-level forms like Schedule K-1 used for partnerships.	1 Remembering
CLO3	Gain a basic understanding of taxes relevant to partnerships, such as the Partnership Tax Information Return, Partnership Entity Level Tax, Composite Tax, and Withholding Tax.	3 Applying,
CLO4	Learn about different tax filing types, including annual filings for regular yearly returns, amended filings to correct previous errors, and supersede filings to replace an original return.	2 Understanding
CLO5	Learn how taxes are calculated, covering topics such as federal taxable income, modifications for state tax, allocable income, apportionment factors , and the calculation of net operating losses .	3 Applying,
CLO6	Understand tax prepayments like estimated tax payments and withholding tax payments , as well as the difference between refundable and non-refundable credits . Also, learn about how overpayments, refunds, and carry forwards are handled, along with interest and penalties.	2 Understanding 3 Applying

Mapping of CLOs with Pos & PSO

Course Learning Outcomes (CLOs)	Program Outcomes (POs)						Program Specific Outcomes (PSOs)	
	PO1	PO2	PO3	PO4	PO5	PO6	PSO1	PSO2
CLO1	M		H		M	L	H	H
CLO2		M		H				M
CLO3	L		M		H		M	
CLO4	H	L		H		M		L
CLO5			L	M	H			M
CLO6	M		M	H		L	M	

H: High, M: Medium, L: Low

Branch Name:	PGDUST
Program Code:	CM202
Course Title:	Tax Processing Systems
Course Code:	1CM2020203
Pre-requisite Course:	

Course Objectives:

1. Understand the principles and concepts of database schema design.
2. Interpret and analyze schemas to extract meaningful information.
3. Apply schema concepts to design and implement structured data systems.
4. Demonstrate proficiency in reading and interpreting business rules.
5. Navigate the approval processes for electronic and paper filings effectively.
6. Develop effective letters of intent for various business purposes.
7. Gain insight into the registration process for software vendors.

Teaching and Examination Scheme:

Teaching Scheme (Hours per week)				Evaluation Scheme (Marks)				
Lecture (L)	Tutorial (T)	Practical (P)	Credit	Theory (Marks)		Practical (Marks)		Total (Marks)
				University Assessment	Continuous Assessment	University Assessment	Continuous Assessment	
4	-	-	4	60	40	-	-	100

Course Contents:

Sr. No	Topic	Total Hours	Weightage (%)
1	Brief About Schema: What is Schema, How to read Schema, When Schema gets release, How to differentiate between Primary forms and Subsidiary forms, How to differentiate optional and mandatory schema element, How to reconcile schema element with form line.	15	25
2	Brief about letter of intent: What is letter of intent, Process for software to get register as vendor?	15	25
3	Brief about Business Rules: What is Business rule, How to read Business rule, When Business rule gets release, Types of Business rule.	15	25
4	Approval Process for e-File and paper filing: ATS Approval Process, PDF Base Approval, Criteria Base Approval, Forms Approval Process, PDF Base Approval, Criteria Base Approval.	15	25

Text Books:

1. "U.S. Master Tax Guide" (2024) by CCH Tax Law Editors

Reference book:

1. "Electronic Commerce: Taxation and Planning" by David Hardesty (2023)
2. "J.K. Lasser's Your Income Tax Professional Edition 2024" by J.K. Lasser Institute
3. "IRS Practice and Procedure" by Michael I. Saltzman and Leslie Book (Revised Edition, 2022)
4. "The Digital Practice of Law: A Practical Guide to Digitizing Your Practice" by Michael R. Arkfeld (2023)

Course Learning Outcomes (CLO): On completion of this course, the students will be able to:

CLO	Description	Bloom's Taxonomy Level
CLO1	Learn what a schema is, how to read it, when it gets released, and how it is used in the context of forms, tax filings, or data management systems.	1 Remembering
CLO2	Understand how to distinguish between primary forms (main forms) and subsidiary forms (supporting forms) within a schema, helping users navigate different elements of tax forms or data sets.	2 Understanding
CLO3	Learn how to recognize which schema elements are mandatory and which are optional, helping ensure correct completion of forms and data entries.	3 Applying,
CLO4	Gain knowledge about what a letter of intent is and the process for registering software as a vendor, including any necessary steps and documentation.	2 Understanding 3 Applying
CLO5	Learn what a business rule is, how to interpret them, when they get released, and the different types of business rules, such as validation rules or compliance rules, that govern processes or filings.	3 Applying,
CLO6	Learn the steps involved in the approval process for both electronic (e-file) and paper tax filings, including ATS approval , PDF base approval , criteria-based approval , and the forms approval process.	2 Understanding

Mapping of CLOs with Pos & PSOs

Course Learning Outcomes (CLOs)	Program Outcomes (POs)						Program Specific Outcomes (PSOs)	
	PO1	PO2	PO3	PO4	PO5	PO6	PSO1	PSO2
CLO1	M		H		M	L	H	
CLO2		M		H				L
CLO3	L		H		H		M	
CLO4	H	L		H		M		M
CLO5			L	M	H		H	
CLO6	M		M	H		H	M	

H: High, M: Medium, L: Low

Branch Name:	PGDUST
Program Code:	CM202
Course Title:	Taxation-Individual
Course Code:	1CM2020204
Pre-requisite Course:	

Course Objectives:

1. Understand the criteria determining who must file taxes, including considerations for filing status and dependents, and be able to apply this knowledge to determine filing requirements.
2. Gain proficiency in identifying and calculating taxable income, including various income items and understanding the applicable income tax brackets and tax rate ranges.
3. Learn about different IRS forms used in tax filing, their purposes, and when they are required, along with payment options and tax withholding methods.
4. Develop the skills to accurately calculate tax liability by applying adjustments to income through additions and deductions, and comprehend the differences between the standard deduction and itemized deductions, including their implications on tax liability and payment calculations.

Teaching and Examination Scheme:

Teaching Scheme (Hours per week)				Evaluation Scheme (Marks)				
Lecture (L)	Tutorial (T)	Practical (P)	Credit	Theory (Marks)		Practical (Marks)		Total (Marks)
				University Assessment	Continuous Assessment	University Assessment	Continuous Assessment	
4	-	-	4	60	40	-	-	100

Course Contents:

Sr. No	Topic	Total Hours	Weightage (%)
1	Introduction: Who must file, Filing Status, Taxable Income, Dependents, Income Items, income tax brackets (tax rate range), Forms, Payment Options, Tax Withholding.	15	25
2	Tax liability calculation: Adjustments to Income (addition and deduction) The standard deduction VS itemized deduction, Tax liability and payment calculation,	15	25
3	Forms Overview 1040: Schedule 1: Additional Income and Adjustments to Income, Schedule 2: Additional Taxes, Schedule 3: Additional Credits and Payments, Schedule: An Itemized Deductions, Schedule B: Interest and Ordinary Dividends, Schedule C: Profit or Loss from Business, Schedule D: Capital Gains and Losses, Schedule E: Supplemental Income and Loss,	15	25
4	Schedule: Schedule F: Profit or Loss from Farming, Schedule H: Household Employment Taxes, Schedule J: Income Averaging for Farmers and Fishermen, Schedule R: Credit for the Elderly or Disabled, Schedule SE: Self-Employment Tax, Schedule EIC: Earned Income Credit, Schedule 8812: Child Tax Credit	15	25

Text Books:

1. "U.S. Master Tax Guide (2024)" by CCH Tax Law Editors

Reference book:

1. "J.K. Lasser's Your Income Tax 2024: For Preparing Your 2023 Tax Return" by J.K. Lasser Institute
2. "Preparation and Planning 2024: The Individual's Guide" by Sidney Kess and Barbara Weltman
3. "The Complete Guide to Deductions and Tax Breaks 2024: A Practical Guide for Individual Taxpayers" by Casey Murdock

Course Learning Outcomes (CLO): On completion of this course, the students will be able to:

CLO	Description	Bloom's Taxonomy Level
CLO1	Learn the basic requirements for who needs to file taxes, the different filing statuses (such as single, married, or head of household), and what qualifies as taxable income .	1 Remembering
CLO2	Understand how to claim dependents on your tax return, and recognize different types of income items such as wages, dividends, or capital gains.	2 Understanding
CLO3	Gain knowledge about income tax brackets , which determine the rate of tax you pay based on your income level, and become familiar with important tax forms like Form 1040 and its various schedules.	2 Understanding 3 Applying,
CLO4	Learn how to calculate your tax liability by understanding adjustments to income , how to apply the standard deduction vs. itemized deductions , and how these affect your final tax payment	3 Applying
CLO5	Understand the different tax payment options available, such as paying online or by mail, and learn about tax withholding , which helps taxpayers pay taxes throughout the year.	2 Understanding
CLO6	Gain familiarity with important tax schedules, such as Schedule A for itemized deductions, Schedule C for reporting business income, and Schedule SE for calculating self-employment taxes, among others.	3 Applying,

Mapping of CLOs with Pos & PSOs

Course Learning Outcomes (CLOs)	Program Outcomes (POs)						Program Specific Outcomes (PSOs)	
	PO1	PO2	PO3	PO4	PO5	PO6	PSO1	PSO2
CLO1	H		M		M	L	H	
CLO2		H		M		L		L
CLO3	M		M		M		M	
CLO4	H	M		H		M		M
CLO5			L	M	H		H	
CLO6	M		M	H		H		L

H: High, M: Medium, L: Low

Branch Name:	PGDUST
Program Code:	CM202
Course Title:	Advanced Excel
Course Code:	1CM2020205
Pre-requisite Course:	Basic Excel knowledge.

Course Objectives:

1. Student will be able to create and manage custom conditional formatting rules, including those that use formulas, to dynamically highlight critical data points and improve data visualization.
2. Student will be able to create custom color formats, develop and modify cell styles, themes, and simple macros, as well as insert and configure form controls to enhance workbook functionality and user interaction.
3. Student will be able to import, transform, combine, and display data from various sources, perform data consolidation, execute what-if analysis using Goal Seek and Scenario Manager, and calculate data using advanced financial functions for comprehensive business analysis.

Teaching and Examination Scheme:

Teaching Scheme (Hours per week)				Evaluation Scheme (Marks)				
Lecture (L)	Tutorial (T)	Practical (P)	Credit	Theory (Marks)		Practical (Marks)		Total (Marks)
				University Assessment	Continuous Assessment	University Assessment	Continuous Assessment	
-	-	8	4	-	-	60	40	100

Course Contents:

Sr. No	Topic	Total Hours	Weightage (%)
1	Manage Workbook Options and Settings 1.1.Manage Workbooks ▪ Save a workbook as a template ▪ Enable macros in a workbook ▪ Display hidden ribbon tabs 1.2.Manage Workbook Review Restrict editing ▪ Protect a worksheet ▪ Configure formula calculation options ▪ Protect workbook structure ▪ Manage workbook versions ▪ Encrypt a workbook with a password	16	25
2	Apply Custom Data Formats and Layouts 2.1.Apply Custom Data Formats and Validation ▪ Create custom number formats ▪ Populate cells by using advanced Fill Series options ▪ Configure data validation 2.2.Apply Advanced Conditional Formatting and Filtering ▪ Create custom conditional formatting rules ▪ Create conditional formatting rules that use formulas ▪ Manage conditional formatting rules 2.3.Create and Modify Custom Workbook Elements ▪ Create custom color formats ▪ Create and modify cell styles ▪ Create and modify custom themes ▪ Create and modify simple macros ▪ Insert and configure form controls 2.4.Prepare a Workbook for Internationalization ▪ Display data in multiple international formats ▪ Apply international currency formats ▪ Manage multiple options for +Body and +Heading fonts	16	25
3	Create Advanced Formulas 3.1. Apply Functions in Formulas ▪ Perform logical operations by using AND, OR, and NOT functions ▪ Perform logical operations by using nested functions ▪ Perform statistical operations by using SUMIFS, AVERAGEIFS, and COUNTIFS functions 3.2. Look up data by using Functions ▪ Look up data by using the VLOOKUP function ▪ Look up data by using the HLOOKUP function 3.3. Apply Advanced Date and Time Functions ▪ Reference the date and time by using the NOW and TODAY functions ▪ Serialize numbers by using date and time functions 3.4. Perform Data Analysis and Business Intelligence ▪ Import, transform, combine, display,	16	25

	and connect to data ▪ Consolidate data ▪ Perform what-if analysis by using Goal Seek and Scenario Manager ▪ Calculate data by using financial functions 3.5. Troubleshoot Formulas ▪ Trace precedence and dependence ▪ Monitor cells and formulas by using the Watch Window 3.6. Define Named Ranges and Objects ▪ Name cells ▪ Name data ranges ▪ Name tables ▪ Manage named ranges and objects		
4	Create Advanced Charts and Tables 4.1.Create and Manage PivotTables ▪ Create PivotTables ▪ Modify field selections and options ▪ Create slicers ▪ Group PivotTable data ▪ Add calculated fields ▪ Format data 4.2.Create and Manage Pivot Charts ▪ Create PivotCharts ▪ Manipulate options in existing PivotCharts ▪ Apply styles to PivotCharts ▪ Drill down into PivotChart detail	16	25

Course Learning Outcomes (CLO): On completion of this course, the students will be able to:

CLO	Description	Bloom's Taxonomy Level
CLO1	Learn how to save workbooks as templates, enable macros, display hidden ribbon tabs, and restrict editing by protecting worksheets and workbook structures.	1 Remembering
CLO2	Understand how to create custom number formats, apply data validation rules, and use advanced fill series options to make data entry more efficient.	2 Understanding
CLO3	Learn to create and manage advanced conditional formatting rules using formulas, and customize workbook elements like colors, styles, themes, and macros	2 Understanding 3 Applying,
CLO4	Gain the ability to use logical functions like AND, OR, and NOT, apply statistical functions (SUMIFS, AVERAGEIFS, COUNTIFS), and look up data using VLOOKUP and HLOOKUP.	3 Applying
CLO5	Learn how to analyze data by importing, transforming, and consolidating it, and perform "what-if" analysis using Goal Seek and Scenario Manager.	2 Understanding
CLO6	Understand how to create PivotTables and PivotCharts, modify fields, group data, add calculated fields, and drill down into PivotChart details for advanced data visualization.	3 Applying,

Mapping of CLOs with Pos & PSOs

Course Learning Outcomes (CLOs)	Program Outcomes (POs)						Program Specific Outcomes (PSOs)	
	PO1	PO2	PO3	PO4	PO5	PO6	PSO1	PSO2
CLO1	M		H		H	L	M	
CLO2		H		M		L		L
CLO3	M		M		M		M	
CLO4	H	M		H		M		H
CLO5			L	M	H		H	
CLO6	M		M	H		H		M

H: High, M: Medium, L: Low