

IT Return Filing

Session 2023-2024			
Part-A Introduction			
Subject	Commerce		
Semester	III & V		
Name of the Course	IT Return Filing		
Course Code	B23-VOC-108		
Course Type: (CC/MCC/MDC/ CCM/ DSEC/VOC/DSE/PC/AEC/ VAC	VOC		
Level of the course (As per Annexure-I)	200-299		
Pre-requisite for the course (if any)	NIL		
Course Learning Outcomes (CLO)	After completing this course, the learner will be able to:		
	1. understand the basic process of computing taxable income and tax liability, and know about various types of income tax return forms.		
	2. know the difference between e-filing and regular filing of Income tax returns and understand the circumstances when e-filing is mandatory.		
	3. understand the concept of advance payment of tax and tax deduction at source		
	4. Understand different types of returns and the procedure of e-filing of return		
	5*.practical knowledge about income tax return filing		
Credits	Theory	Practical	Total
	3	1	4
Internal Assessment Marks	20	10	30
End Term Exam Marks	50	20	70
Exam Time	3 Hrs.	3 Hrs	

Part-B Contents of the Course**Instructions for Paper Setters**

1. The examiner will set 9 questions in all covering the course learning outcomes (CLOs). Question No. 1 will be compulsory and comprises of seven parts of 2 marks each. Question Nos. 2 to 9 will carry 09 marks each, having two questions from each unit.
2. Students are required to attempt 5 questions in all, selecting one question from each unit and the compulsory question.

Unit	Topics	Contact Hours
I	Introduction to Income Tax, Brief introduction to income under the heads “Salaries ; House Property , Capital Gains and Other Sources”	12
II	Clubbing of income and set-off and carry forward of Losses ; Deductions , Rebates and Relief under Income Tax Act, Computation of taxable income and tax liability under Old and New Tax Regimes.	11
III	Introduction to E-Filing of Income Tax Returns, introduction to recent IT Forms like ITR 01(SAHAJ), ITR 02, ITR 03, ITR 04, ITR 4S (SUGAM), ITR 05 and ITR 06. Due dates of submission of return; E-Verification of ITR, Late filing fees under section 234F, Registration of PAN	11
IV	Advance payment of tax; TDS: Basic concepts , Form 16, B, C,D, E	11
V*	Practical Exposure to Income Tax: Practical Exposure to Income Tax Portal: www.incometaxindiaefiling.gov.in portal; Preparation and filing of e-return; Payment of Tax online; Generate Challans online; Viewing Tax Credit through 26AS; Reconcile Form 26AS with Form 16.	30

Suggested Evaluation Methods	
Internal Assessment: ➤ Theory 20 Class Participation 5 Seminar/Presentation/Assignment/Quiz/Class Test etc. 5 Mid Term Exam: 10 ➤ Practicum 10 Class Participation 5 Seminar/Demonstration/Viva Voce/Lab Records etc. 5 Mid Term Exam:	End Term Examination: A three hour exam for both theory and practicum.
Part-C Learning Resources	
Recommended Books/E-Resources/LMS: • Jagdish Gupta, Mukta Jain, and Rakesh Jain Gaur and Narang, Income Tax , VK Global Publications , Faridabad. • Gaur and Narang, Income Tax Law & Practice, Kalyani Publishers, Jalandhar. • Girish Ahuja and Ravi Gupta, Systematic Approach, C.C.H. India Publications, New Delhi. • Mehrotra H.C., Income Tax Law & Account, Sahitya Bhawan Publications, Agra. • Prasad, Bhagwati, Income Tax Law & Practice, Wishwan Prakashan, Bhopal. • Singhania V.K., Student's Guide to Income Tax, Taxmann Publications Pvt. Ltd., New Delhi.	

* Applicable for courses having practical component.