



NORTH MAHARASHTRA UNIVERSITY, JALGAON
(NAAC Re-accredited 'A' Grade University)
FACULTY OF COMMERCE AND MANAGEMENT
CERTIFICATE COURSE IN GOODS & SERVICE
TAX
(With effect from AY 2018-19)

Objectives of the program:-

1. To make the students aware of the provisions of the GST Act.
2. To familiarize the students with the procedural requirements of the GST.
3. To familiarize the students with the documents and records required under the GST Act.
4. To enable students to acquire the basic skills to handle the GST portal.
5. To enable students to acquire the working knowledge of the GST.
6. To enable entrepreneurs and budding entrepreneurs to understand GST compliances.

Level of knowledge expected:- Working Knowledge with practical utility.

Duration of the Program: One Year Part time Add-On Certificate Course.

Eligibility Criteria for students: Any student who has passed HSC or 10+2 Examination is eligible to enroll for certificate Course in Goods & Services Tax.

Guidelines to join as Skill Knowledge Providers (SKP) to provide competency based skills to the students enrolled:

A) Who can be SKP for the purpose of Certification Course in GST?

- i) Any Tax Professional or a Firm of Tax Professionals offering services in the area of Taxation or
- ii) Any Private or Public Company having turnover of supplies of 25 Lakhs or more having GST registration Number.
- iii) Any other proprietary concern such as Firm, Nationalized Bank, Schedule Cooperative Bank, Private Bank having GST related compliance work and having turnover of supplies of 2 Crores or more.

B) Role of Skill Knowledge Provider (SKP) :

A Skill Knowledge Provider (SKP) shall provide knowledge of practical working Goods & Services Tax to the students enrolled as trainee under them.

C) How many students to be trained by SKP?

The SKP can register a maximum of fifteen students from Institute or College offering Certificate course in GST and affiliated to North Maharashtra University.

D) Training time and schedule:

The students have to undergo at least 56 Hours (1 Month) training with SKP and acquire the necessary working knowledge of GST and get the completion certificate from the SKP.

E) SKPs Enrollment with North Maharashtra University:

1. All prospective SKP's desirous of offering training to the students enrolled for Certificate Course in GST shall apply to North Maharashtra University with requisite documents. (Refer Annexure 1).
2. After the verification of SKP by the designated Committee of University, the SKP would be empaneled as NMU Recognized SKP. List of which will be displayed on official website of the university i.e. www.nmu.ac.in

Eligibility Criteria for SKPs:

1. For Tax Professionals: SKP must have minimum 3 years of Professional Experience in the fields of Direct & Indirect Taxation and must be registered with association of Tax Practitioners or Professional Institutes such as CA/CS/ICMAI. Or Bar Council in case of Lawyers.
2. The SKP must have at least 5 Personal Computers, Licensed copy of Accounting Software, Internet Facility & access to GSTN.
3. Each SKP shall be eligible to enroll a maximum of 15 Students at any point of time for providing Practical Training of GST.

Committee structure for the Verification & Recognition of SKP:

SR. No.	Committee Members	Designation
1	Dean of Commerce & Management	Chairman
2	NMU Appointed Tax Professional	Member
3	NMU Appointed Faculty Member from NMU Affiliated College teaching GST.	Member

ANNEXURE 1

Application Form for SKPs for enrollment with North Maharashtra University as Recognized SKP to impart GST Training:

1. Name of Professional/Company/Firm :

2. Address :

3. City:----- Pin :-----

4. Contact No. & Email

5. Profession & No. of Years of Experience in the area of Taxation
(For Tax Professionals)

6. Professional Membership of (for Tax Professionals):

7. In Case of Company/Proprietary Concern:

7.1 Turnover of Sales or Purchase : -----

7.2 Type of Company : Public/Private Ltd :-----

Date:

Authorized Signatory & Seal

ANNEXURE 2

Application Form for student to be enrolled for training with Skill Knowledge Provider (SKP)

(Submit the complete application form to the SKP)

1. Name of Student :-----

Gender -----

Date of Birth: -----

2. Name of the college :-----

3. Academic Year :-----

4. Address of student:-----

5. Contact No. :-----

6. Date of Commencement of Training :

7. Name of SKP :-----

8. Address of SKP :-----

Signature & Stamp of SKP

Name & Signature of Student

ANNEXURE 3:

Sample Training Completion Certificate to be issued by SKP to the student registered as trainee.

(On the letter head of SKP)

Date: / /

To whom so ever it may concern

This is to certify that **Mr./Miss. (Name of Student)** is registered as the student of Certification Course in GST in **(College Name)** and has carried out the project work entitled, **A Study of Practical Aspects of GST** in our organisation from **(Duration of Training)**.

His/ Her work is original and has satisfactorily carried out all the assignments and acquired the working knowledge of Goods & Services Tax Portal.

We wish him/ her all the best for bright career.

Stamp and Signature of SKP