



NABA BALLYGUNGE MAHAVIDYALAYA

(Formerly CHARUCHANDRA EVENING COLLEGE)

27E, Bosepukur Road, Kolkata - 700042

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NAME OF THE ADD-ON COURSE: ONLINE TAX RETURN FILING

TOTAL TIME: 30 Hrs.

DURATION: 14.03.2021—27.03.2021(Online Mode)

FACULTY IN CHARGE: Smt.Sana Tahseen

FACULTY MEMBERS: Dr.Tamal Taru Roy,
Sri Santanu Mondol
Sri Ishwar Tudu

The Curriculum consists of 10 Core Courses.

Course Objective: Filing tax online involves several steps such as gathering necessary documents, understanding tax forms, reporting income and deductions accurately and submitting the return securely.

- ✓ Introduction to online tax filing- Sana Tahseen 3 hrs
- ✓ Detailed account of required document and information- Santanu Mondol -3 hrs
- ✓ Choosing the right tax filing service- Ishwar Tudu -3 hrs
- ✓ Understanding tax forms(W-2,1009)- Santanu Mondol -3 hrs
- ✓ Reporting income- Ishwar Tudu -3 hrs
- ✓ Deduction and Credits- Sana Tahseen -3 hrs
- ✓ Electronic Filing Methods and Security- Ishwar Tudu- 3 hrs
- ✓ Filing State Taxes online- Santanu Mondol- 3 hrs
- ✓ Common errors and how to avoid them- Ishwar Tudu -3 hrs
- ✓ Finalizing and submitting the Return- Sana Tahseen- 3hrs

- A short Question and Answer session/ doubt clearing class is to be added after the final lecture.



Sana Tahseen

Sana Tahseen
Principal

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