



02-06-2022

Nagindas Khandwala College (Autonomous)

Notice for Second Year Undergraduate Students [B. Com., BAF, BBI, BFM, BMS]

Online Tally and Excel Course by NKC with ICAI

Nagindas Khandwala College and The Institute of Chartered Accountants of India (ICAI) are jointly offering an online Certificate Course in Skill Development for our students, starting from June 13, 2022 onwards. For hands on practice students need to work on laptop or work on computers in the computer labs at college. Khandwala College will grant 4 credits on successful completion of this course.

Cost per student will be Rs. 1,200, which has to be paid online. Enrolment to the course will be **compulsory**. Students who have completed IT training of ICAI are exempted from enrolment of this course. Attendance on all 20 days is mandatory. Credits will not be granted if a class is missed even on a single day.

Students having laptop can join this online course from home, and students who do not have access to any computer will have to be at college computer lab, where hands on training will be organised in batches formed by college. Batches will be formed on first come first served basis.

For Registration click on this link:

<https://forms.gle/o45Dtzqa2hU5apQW9>

For the ONLINE payment: follow the steps given below

Step-1: The student management system software can be accessed at the following link

<http://cimsstudent.mastersofterp.in/>

Step-2: (If not registered, site will prompt you to register. Previously registered students can login).

Use student's Username / Password to login and student will be taken to User Profile.

Step-3: Click on the left side (Option Menu) → Payable Fees → Course (Semester)

Step-4: Click on the **PAY NOW** button and student will be re-directed to <https://www.feepayr.com/>. On this site, Select → Institute type → College, and use mobile number registered to receive OTP and proceed for payment.

OR

<https://www.feepayr.com/>

On this site,

Select →Institute type → College, and use mobile number registered to receive OTP and proceed for payment.

Fees Payable: Rs. 1,200

Payment of Fees from: 03-06-2022

Details of the Course are as follows:

Skill Development Course (Khandwala College, Autonomous)			
Day	Topic	No. of Session	Duration
13-06-2022	Business Communications	1	3hrs
2	Personality Development	1	3hrs
3	Social & Business Etiquette	1	3hrs
4	Presentation	1	3hrs
5	a) E-filing under Income tax	2	6hrs
6			
7	b) GST	2	6hrs
8			
9 to 13	c) Tally accounting	5	15hrs
14 to 18	d) Knowledge of Excel – Audit Tool & Analysis	5	15hrs
19	e) TDS under IT	1	3hrs.
20	Project Work	1	3hrs

V. Ainapure

CA Dr. Varsha Ainapure
Convener
Curriculum Enrichment Committee
02-06-2022