



Reg No. 434485



DELHI ACCOUNTS & FINANCE ACADEMY

Where professional training begins.....

Delhi Accounts & Finance Academy is an entity incorporated under the Legislature of Government of India. An initiative by a team of experienced Chartered Accountants and Company Secretaries. Delhi Accounts & Finance Academy is one of the top institutes in the financial market, accounting, and taxation sector. We are specialized in providing Job Oriented Vocational Training Courses in Accounts, Taxation, and the Financial Market, emphasizing Quality Education in the financial sector.



- Recognized by Ministry of Commerce & Industry Government of India.
- Registered with Ministry of Corporate Affairs Government of India.
- Ministry of Labour & Employment Government of India.
- Authorised Trainer – Skill India Digital Hub under Ministry of Skill Development & Entrepreneurship Government of India.
- Recognized by Ministry of Micro, Small & Medium Enterprises Government of India.



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VISION:

Our vision is to be the leading institute for accountancy and taxation education, empowering professionals with the knowledge, skills, and ethical grounding to excel in the financial industry. We strive to create a dynamic learning environment that fosters innovation, critical thinking, and practical expertise, shaping future leaders who will drive progress and integrity in the accounting and taxation sectors.

MISSION:

- ❖ High-Quality Education
- ❖ Student-Centric Approach
- ❖ Professional Development
- ❖ Ethical Leadership
- ❖ Innovation and Research
- ❖ Career Support

OUR TRAINERS

At our institute, we pride ourselves on having a team of highly qualified and experienced trainers who are dedicated to nurturing the next generation of Accounting Professionals. Our trainers bring a wealth of knowledge, practical experience, and a passion for teaching that ensures our students receive the highest quality education and guidance. Our trainers are known for their expertise, commitment, innovative teaching methods and for their practical knowledge in the field of accounts, taxation and law. Here's a closer look at the exceptional professionals who make up our faculty:



- ❖ CA Awdhesh Kumar Singh – 16 + Years of experience.
- ❖ CA Vikash Chandra Das – 12 + years of experience.
- ❖ CA Umang Sarkar – 14 + years of experience.
- ❖ CS Roushan Singh – 6+ years of experience.
- ❖ Specialized faculty for Personality development sessions.

COURSES OFFERED:

- ❖ Advance Diploma in Accounting, Finance & Taxation (ADAFT – Six Months)
- ❖ Diploma in Taxation Course (DTC – Six Months)
- ❖ Certificate in Industrial Accounting & Taxation (CIAT – Three Months)
- ❖ Certificate in Personality and Skill Development (CPSD – One Month)

COURSE OPERATION MODULE:

Delhi Accounts & Finance Academy offers hybrid-mode courses, blending digital live classes for theoretical and conceptual learning with face-to-face practical training at our centres located in Delhi & NCR. Students are provided individual login credentials for connecting with live classes.

COURSE HIGHLIGHTS

1. ADVANCE DIPLOMA IN ACCOUNTING, FINANCE & TAXATION (ADAFT):

ADAFT is a Six-Month Diploma Course having a total of 400 + hours of classes including 200 hours of practical training. It's a comprehensive course designed to equip students with essential knowledge and skills in the areas of accounts, finance & taxation.

Curriculum: Typically, the course includes subjects such as:

- Financial Accounting
- GST (Goods and Services Tax)
- Auditing
- Project Report
- Extensive knowledge of Tally software
- Extensive knowledge of tax filing software
- Income Tax
- Corporate Law
- Financial Management
- Financial Reporting



Key features & Benefits:

- Course designed by expert Chartered Accountants (CAs).
- Regular live and practical classes conducted by experienced CA faculties.
- Enhanced understanding of financial statements and their analysis.
- Hands-on training in GST, TDS & Income Tax.
- Proficiency in using accounting software and tools.
- Improved job prospects in the finance and accounting sectors.
- Live projects and industrial training.
- Recognized Diploma Certificate upon completion.
- 100% Job placement assistance.

Career Opportunities:

Upon completion of the course, students can pursue various roles such as:

- Accountant
- Financial Analyst
- Finance Manager
- Tax Consultant
- Accounts Executive
- Payroll Expert

➔ **Course Modules:** The course comprises total of 10 modules designed by the team of expert chartered accountants.

2. DIPLOMA IN TAXATION COURSE (DTC):

DTC is a Six-Month Diploma Course designed for graduates and post-graduate candidates aiming to build a career in taxation. This six-month course provides extensive theoretical knowledge of Income Tax and GST laws, combined with practical training and live workshops, preparing students to become proficient Tax Consultants, Tax Planners, and Advisors.



Key Features:

- Course designed by expert Chartered Accountants (CAs).
- Regular live and practical classes conducted by experienced CA faculties.
- Specialized focus on both Income Tax and GST law matters.
- Live training on filing Income Tax Returns and Forms.
- Live training on GST registration and filing GST returns & forms.
- Recognized Diploma Certificate upon completion.
- 100% job placement assistance.

Course Modules:

- Basics of Income Tax
- Income Tax Returns and Forms filing
- Tax Audit under Income Tax
- Income Tax Assessment
- Basics of GST
- Important Concepts in GST
- Return and compliance under GST
- Handling GST notices

3. CERTIFICATE IN INDUSTRIAL ACCOUNTING & TAXATION (CIAT):

CIAT is a comprehensive three-month certificate course designed for students who have completed their 12th grade. This course aims to equip students with practical and theoretical knowledge with a strong focus on practical training using Tally software and live projects.

Key Features:

- In-depth learning of accounting principles and their practical applications.
- Hands-on training in GST (Goods and Services Tax) and TDS (Tax Deducted at Source).
- Comprehensive training on Tally software for accounting purposes.
- Instruction in basic MS Word, MS Excel, and business correspondence.
- Engagement with live projects and industrial training for real-world experience.

➔ The course is having total of six modules with 200 hours of training including 100 hours of practical training.

4. CERTIFICATE IN PERSONALITY AND SKILL DEVELOPMENT (CPSD)

Delhi Accounts & Finance Academy offers one month certificate course in personality development wherein various training programs are designed to enhance individuals' personal and professional skills. These courses typically cover communication skills, leadership, confidence building, public speaking, group discussion and interview skills. The course is divided into a total of six modules wherein face to face PD program is conducted by experts. The course covers more than 125 hours of face-to-face classes including workshop.



To further enhance your employability, we offer 50 hours of professional training focused on overall personality development and mastering the skills needed to handle work place pressure without any additional cost.

KEY ADVANTAGE OF JOINING COURSES OFFERED BY DELHI ACCOUNTS & FINANCE ACADEMY.



- Technical Proficiency
- Job opportunities
- Ethical training
- Practical Training
- Career advancement
- Proper certification
- Economic advancement
- Self-employment
- Dedicated placement team

CAREER SUPPORT AND PLACEMENT



- ➔ Upon completion of our courses, our dedicated placement cell works tirelessly to ensure that each and every student secure a job in their chosen field.
- ➔ Those aspiring to start their own consultancy, we offer comprehensive support to grow your client base and build a strong brand.

“Try not to become a man of success, but rather become a man of value.”

- Albert Einstein –

For more details and information:

Reach us at:

DELHI ACCOUNTS & FINANCE ACADEMY

207, Community Centre, Karampura New Delhi 110015

🌐 www.academylive.in

✉ info@academylive.in

☎ 📞 +91-8799 7699 55

☎ 📞 +91- 11 -410 55 152