

## **CS PROFESSIONAL OLD SYLLABUS**

**NOTE- THE GIVEN SCHEDULE IS ADJUSTABLE AS PER STUDENT CONVENIENCE.**

**STUDENT CAN ATTEND ANY TEST ANY TIME BEFORE 25<sup>TH</sup> MAY FOR JUNE 21 ATTEMPT**

### **UNIT TEST-1**

| <b>Subject</b>   | <b>Date</b> | <b>Syllabus</b>   |
|--|-------------|---|
| COMPANY LAW  | 05/02/2021  | <ul style="list-style-type: none"><li>• Company formation and conversion</li><li>• Procedures for Alterations of the Memorandum and Articles</li></ul>  |
| SECRETARIAL AUDIT, COMPLIANCE MANAGEMENT AND DUE DILIGENCE | 06/02/2021  | <ul style="list-style-type: none"><li>• Secretarial Standards</li><li>• Secretarial Audit</li></ul>   |
| CORPORATE RESTRUCTURING, INSOLVENCY                        | 07/02/2021  | <ul style="list-style-type: none"><li>• Corporate Restructuring- Introduction &amp; Concepts</li><li>• Mergers &amp; Amalgamations-Legal and Procedural Aspects</li><li>• Economic and Competition Law Aspects of</li><li>•</li><li>•</li><li>•</li><li>• Mergers and Amalgamations</li></ul> |
| INFORMATION TECHNOLOGY & SYSTEMS AUDIT                     | 08/02/2021  | <ul style="list-style-type: none"><li>• Information Technology Law</li></ul>  |
| FINANCIAL TREASURY AND FOREX MANAGEMENT                    | 09/02/2021  | <ul style="list-style-type: none"><li>• Nature and Scope of Financial Management</li></ul>  |
| ETHICS GOVERNANCE AND SUSTAINABILITY                       | 10/02/2021  | <ul style="list-style-type: none"><li>• Introduction: Ethics and Governance</li><li>• Ethical Principles in Business</li></ul>  |
| ADVANCE TAX LAWS AND PRACTICE                              | 11/02/2021  | <ul style="list-style-type: none"><li>• An overview on Goods and Services Tax 'GST'</li><li>• Supply</li></ul>  |

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| DRAFTING APPEARANCES AND PLEADINGS | 12/02/2021 | <ul style="list-style-type: none"> <li>• General Principles of Drafting and Relevant Substantive Rules</li> </ul> |
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### UNIT TEST-2

| Subject  | Date       | Syllabus  |
|--|------------|---|
| COMPANY LAW  | 13/02/2021 | <ul style="list-style-type: none"> <li>• Issue and Allotment of Securities</li> <li>• Alteration of Share Capital</li> </ul>                                  |
| SECRETARIAL AUDIT, COMPLIANCE MANAGEMENT AND DUE DILIGENCE | 14/02/2021 | Secretarial Standards <ul style="list-style-type: none"> <li>• Checklist for Secretarial Audit</li> </ul>   |
| CORPORATE RESTRUCTURING, INSOLVENCY                        | 15/02/2021 | <ul style="list-style-type: none"> <li>• Accounting Aspects of Amalgamations</li> <li>• Financial, Stamp Duty and Taxation Aspects of Amalgamation</li> </ul> |
| INFORMATION TECHNOLOGY & SYSTEMS AUDIT                     | 16/02/2021 | <ul style="list-style-type: none"> <li>• Information Systems</li> <li>• Hardware</li> </ul>   |
| FINANCIAL TREASURY AND FOREX MANAGEMENT                    | 17/02/2021 | <ul style="list-style-type: none"> <li>• Capital Budgeting</li> <li>• Capital Structure</li> </ul>  |
| ETHICS GOVERNANCE AND SUSTAINABILITY                       | 18/02/2021 | <ul style="list-style-type: none"> <li>• Conceptual Framework of Corporate Governance</li> <li>• Board Effectiveness –Issues</li> </ul>                       |
| ADVANCE TAX LAWS AND PRACTICE                              | 19/02/2021 | <ul style="list-style-type: none"> <li>• Input Tax Credit &amp; Computation of GST Liability</li> </ul>   |
| DRAFTING APPEARANCES AND PLEADINGS                         | 20/02/2021 | <ul style="list-style-type: none"> <li>• Drafting and conveyancing Relating to Various Deeds and Agreements</li> </ul>  |

### UNIT TEST-3

| Subject     | Date       | Syllabus  |
|-------------|------------|---|
| COMPANY LAW | 21/02/2021 | <ul style="list-style-type: none"> <li>• Issue and Redemption of Debentures and Bonds</li> <li>• Acceptance of Deposits by Companies</li> </ul> |

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| SECRETARIAL AUDIT, COMPLIANCE MANAGEMENT AND DUE DILIGENCE | 22/02/2021 | <ul style="list-style-type: none"> <li>• Due Diligence – An Overview</li> </ul>  |
| CORPORATE RESTRUCTURING, INSOLVENCY                        | 23/02/2021 | <ul style="list-style-type: none"> <li>• Interest of the Small Investors in Mergers</li> <li>• Amalgamation of Banking and Government Companies</li> <li>• Corporate Demergers and Reverse Mergers</li> </ul>  |
| INFORMATION TECHNOLOGY & SYSTEMS AUDIT                     | 24/02/2021 | <ul style="list-style-type: none"> <li>• Computer Software –An Overview</li> </ul>   |
| FINANCIAL TREASURY AND FOREX MANAGEMENT                    | 25/02/2021 | <ul style="list-style-type: none"> <li>• Cost of Capital</li> <li>• Financial Services</li> </ul>  |
| ETHICS GOVERNANCE AND SUSTAINABILITY                       | 26/02/2021 | <ul style="list-style-type: none"> <li>• Board committees</li> <li>• Legislative Framework of Corporate Governance in India</li> </ul>   |
| ADVANCE TAX LAWS AND PRACTICE                              | 27/02/2021 | <ul style="list-style-type: none"> <li>• Procedural Compliance under GST</li> <li>• Demand and Recovery, Advance Ruling, Appeals and Revision</li> <li>• Inspection, Search, Seizure, Offences &amp; Penalties</li> <li>• Compliance Rating anti-profiteering, GST Practitioners, authorised representative, professional opportunities</li> </ul> |
| DRAFTING APPEARANCES AND PLEADINGS                         | 28/02/2021 | <ul style="list-style-type: none"> <li>• Drafting and Conveyancing Relating to Various Deeds and Agreements-I</li> <li>• Drafting and Conveyancing Relating to Various Deeds and Agreements-II</li> </ul>  |

**UNIT TEST-4**

| <b>Subject</b>   | <b>Date</b> | <b>Syllabus</b>   |
|--|-------------|---|
| COMPANY LAW  | 01/03/2021  | <ul style="list-style-type: none"> <li>• Membership and Transfer/Transmission of Shares</li> <li>• Key Managerial Personnel</li> </ul>  |
| SECRETARIAL AUDIT, COMPLIANCE MANAGEMENT AND DUE DILIGENCE | 02/03/2021  | <ul style="list-style-type: none"> <li>• Issue of Securities</li> </ul>   |
| CORPORATE RESTRUCTURING, INSOLVENCY                        | 03/03/2021  | <ul style="list-style-type: none"> <li>• Takeovers</li> <li>• Funding of Mergers and Takeovers</li> <li>• Financial Restructuring</li> </ul>  |
| INFORMATION TECHNOLOGY & SYSTEMS AUDIT                     | 04/03/2021  | <ul style="list-style-type: none"> <li>• Computer Hardware</li> <li>• Database Management</li> </ul>  |
| FINANCIAL TREASURY AND FOREX MANAGEMENT                    | 05/03/2021  | <ul style="list-style-type: none"> <li>• Project Finance</li> <li>• Dividend Policy</li> </ul>  |
| ETHICS GOVERNANCE AND SUSTAINABILITY                       | 06/03/2021  | <ul style="list-style-type: none"> <li>• Corporate Governance in Banks, Insurance and Public Sector Companies</li> <li>• Legislative Framework of Corporate Governance</li> </ul>   |
| ADVANCE TAX LAWS AND PRACTICE                              | 07/03/2021  | <ul style="list-style-type: none"> <li>• Integrated Goods and Service Tax (IGST)</li> <li>• Union Territory Goods and Service Tax (UTGST)</li> <li>• GST Compensation to states</li> <li>• Industry/Sector specific Analysis</li> </ul> |
| DRAFTING APPEARANCES AND PLEADINGS                         | 08/03/2021  | <ul style="list-style-type: none"> <li>• Drafting and Conveyancing Relating to Various Deeds and Agreements-III</li> </ul>  |

#### **UNIT TEST-5**

| <b>Subject</b>     | <b>Date</b> | <b>Syllabus</b>   |
|--------------------|-------------|---|
| COMPANY LAW        | 09/03/2021  | <ul style="list-style-type: none"> <li>• Meetings</li> <li>• Auditors</li> <li>• Preparation &amp; Presentation of Reports</li> </ul>   |
| SECRETARIAL AUDIT, | 10/03/2021  | <ul style="list-style-type: none"> <li>• Depository Receipts Due Diligence</li> <li>• Merger &amp; Acquisition (M&amp;A) Due</li> </ul> |

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| COMPLIANCE MANAGEMENT AND DUE DILIGENCE |            | Diligence   |
| CORPORATE RESTRUCTURING, INSOLVENCY     | 11/03/2021 | <b>PART B – Valuation</b> <ul style="list-style-type: none"> <li>Valuation- Introduction and Techniques</li> </ul>  |
| INFORMATION TECHNOLOGY & SYSTEMS AUDIT  | 12/03/2021 | <ul style="list-style-type: none"> <li>Programming - An overview</li> <li>Internet and Other Technologies</li> </ul>  |
| FINANCIAL TREASURY AND FOREX MANAGEMENT | 13/03/2021 | <ul style="list-style-type: none"> <li>Working Capital</li> </ul>   |
| ETHICS GOVERNANCE AND SUSTAINABILITY    | 14/03/2021 | <ul style="list-style-type: none"> <li>Risk Management and Internal Control</li> <li>Corporate Governance and Shareholder Rights</li> <li>Corporate Governance and Other Stakeholders</li> <li>Corporate Governance Forums</li> </ul> |
| ADVANCE TAX LAWS AND PRACTICE           | 15/03/2021 | <ul style="list-style-type: none"> <li>Custom Law</li> </ul>  |
| DRAFTING APPEARANCES AND PLEADINGS      | 16/03/2021 | <ul style="list-style-type: none"> <li>Drafting and Conveyancing Relating to Various Deeds and Agreements-IV</li> <li>Drafting of Agreements under the Companies Act</li> </ul>   |

#### UNIT TEST-6

| Subject  | Date       | Syllabus   |
|--|------------|--|
| COMPANY LAW  | 17/03/2021 | <ul style="list-style-type: none"> <li>Distribution of Profits</li> <li>Charges</li> </ul>   |
| SECRETARIAL AUDIT, COMPLIANCE MANAGEMENT AND DUE DILIGENCE | 18/03/2021 | <ul style="list-style-type: none"> <li>Competition Law Due Diligence</li> </ul>  |
| CORPORATE RESTRUCTURING, INSOLVENCY                        | 19/03/2021 | <b>PART B – Valuation</b> <ul style="list-style-type: none"> <li>Regulatory Aspects of Valuation with reference to Corporate Strategies</li> </ul> |
| INFORMATION  | 20/03/2021 | <ul style="list-style-type: none"> <li>Management Information Systems- An</li> </ul>   |

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| TECHNOLOGY & SYSTEMS AUDIT              |            | Overview  |
| FINANCIAL TREASURY AND FOREX MANAGEMENT | 21/03/2021 | <ul style="list-style-type: none"> <li>Working Capital</li> <li>Security Analysis and Portfolio Management</li> </ul>   |
| ETHICS GOVERNANCE AND SUSTAINABILITY    | 22/03/2021 | <ul style="list-style-type: none"> <li>Risk Management and Internal Control</li> <li>Corporate Governance and Shareholder Rights</li> <li>Corporate Governance and Other Stakeholders</li> <li>Corporate Governance Forums</li> </ul> |
| ADVANCE TAX LAWS AND PRACTICE           | 23/03/2021 | <ul style="list-style-type: none"> <li>Custom Law</li> </ul>  |
| DRAFTING APPEARANCES AND PLEADINGS      | 24/03/2021 | <ul style="list-style-type: none"> <li>Drafting and Conveyancing Relating to Various Deeds and Agreements-IV</li> <li>Drafting of Agreements under the Companies Act</li> </ul>   |

**UNIT TEST-7**

| Subject  | Date       | Syllabus  |
|--|------------|---|
| COMPANY LAW  | 25/03/2021 | <ul style="list-style-type: none"> <li>Inter-Corporate Loans, Investments, Guarantees and Security</li> <li>E-Filing</li> <li>Striking off Names of Companies</li> </ul>                      |
| SECRETARIAL AUDIT, COMPLIANCE MANAGEMENT AND DUE DILIGENCE | 26/03/2021 | <ul style="list-style-type: none"> <li>Legal Due Diligence</li> <li>Due Diligence for Banks</li> <li>Environmental Due Diligence</li> </ul>   |
| CORPORATE RESTRUCTURING, INSOLVENCY                        | 27/03/2021 | <b>PART C – Insolvency</b> <ul style="list-style-type: none"> <li>Insolvency – Concepts and Evolution</li> <li>Revival and Restructuring of Sick Companies</li> <li>Securitization</li> </ul> |
| INFORMATION  | 28/03/2021 | <ul style="list-style-type: none"> <li>Enterprise Resource</li> </ul>   |

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|---|------------|--|
| TECHNOLOGY & SYSTEMS AUDIT              |            | Management   |
| FINANCIAL TREASURY AND FOREX MANAGEMENT | 01/04/2021 | <ul style="list-style-type: none"> <li>• Derivatives and Commodity Exchanges- An Overview</li> <li>• Treasury Management</li> <li>• Forex Management</li> <li>• Practical Problems and Case Studies</li> </ul> |
| ETHICS GOVERNANCE AND SUSTAINABILITY    | 02/04/2021 | <b>PART B: SUSTAINABILITY (30 MARKS)</b> <ul style="list-style-type: none"> <li>• Corporate Social Responsibility</li> <li>• Sustainability</li> </ul>   |
| ADVANCE TAX LAWS AND PRACTICE           | 03/04/2021 | <ul style="list-style-type: none"> <li>• Direct Tax</li> </ul>   |
| DRAFTING APPEARANCES AND PLEADINGS      | 04/04/2021 | <ul style="list-style-type: none"> <li>• Pleadings</li> <li>• Appearances</li> </ul>   |

**UNIT TEST-8**

| Subject  | Date       | Syllabus   |
|--|------------|--|
| COMPANY LAW  | 05/04/2021 | <ul style="list-style-type: none"> <li>• Recent Trends and Developments in Company Law</li> <li>• Trusts and Non-Profit Organization</li> </ul>  |
| SECRETARIAL AUDIT, COMPLIANCE MANAGEMENT AND DUE DILIGENCE | 06/04/2021 | <ul style="list-style-type: none"> <li>• Search and Status Reports</li> <li>• Compliance Management</li> </ul>   |
| CORPORATE RESTRUCTURING, INSOLVENCY                        | 07/04/2021 | <b>PART C – Insolvency</b> <ul style="list-style-type: none"> <li>• Debt Recovery</li> <li>• Winding Up</li> <li>• Cross Border Insolvency</li> </ul>  |
| INFORMATION TECHNOLOGY & SYSTEMS AUDIT                     | 08/04/2021 | <ul style="list-style-type: none"> <li>• E-Governance in India</li> <li>• Systems Audit – An Overview</li> </ul>   |
| FINANCIAL TREASURY AND FOREX MANAGEMENT                    | 09/04/2021 | <ul style="list-style-type: none"> <li>• Derivatives and Commodity Exchanges- An Overview</li> <li>• Treasury Management</li> <li>• Forex Management</li> <li>• Practical Problems and Case</li> </ul> |

|                                      |            | Studies   |
|--------------------------------------|------------|---|
| ETHICS GOVERNANCE AND SUSTAINABILITY | 10/04/2021 | <b>PART B: SUSTAINABILITY (30 MARKS)</b> <ul style="list-style-type: none"> <li>• Corporate Sustainability Reporting Framework</li> <li>• Legal Framework, Conventions, Treaties on Environmental and Social Aspects</li> <li>• Principles of Absolute Liability</li> </ul> |
| ADVANCE TAX LAWS AND PRACTICE        | 11/04/2021 | <ul style="list-style-type: none"> <li>• International Tax</li> </ul>   |
| DRAFTING APPEARANCES AND PLEADINGS   | 12/04/2021 | <ul style="list-style-type: none"> <li>• Compounding of Offences</li> </ul>   |

**FINAL TEST-1**

| Subject  | Date       | Syllabus  |
|--|------------|---|
| COMPANY LAW  | 15/04/2021 | <ul style="list-style-type: none"> <li>• FULL SYLLABUS</li> </ul> |
| SECRETARIAL AUDIT, COMPLIANCE MANAGEMENT AND DUE DILIGENCE | 18/04/2021 | <ul style="list-style-type: none"> <li>• FULL SYLLABUS</li> </ul> |
| CORPORATE RESTRUCTURING, INSOLVENCY                        | 21/04/2021 | <ul style="list-style-type: none"> <li>• FULL SYLLABUS</li> </ul> |
| INFORMATION TECHNOLOGY & SYSTEMS AUDIT                     | 24/04/2021 | <ul style="list-style-type: none"> <li>• FULL SYLLABUS</li> </ul> |
| FINANCIAL TREASURY AND FOREX MANAGEMENT                    | 27/04/2021 | <ul style="list-style-type: none"> <li>• FULL SYLLABUS</li> </ul> |
| ETHICS GOVERNANCE AND SUSTAINABILITY                       | 30/04/2021 | <ul style="list-style-type: none"> <li>• FULL SYLLABUS</li> </ul> |
| ADVANCE TAX LAWS AND PRACTICE                              | 03/05/2021 | <ul style="list-style-type: none"> <li>• FULL SYLLABUS</li> </ul> |
| DRAFTING APPEARANCES AND PLEADINGS                         | 06/05/2021 | <ul style="list-style-type: none"> <li>• FULL SYLLABUS</li> </ul> |



**FINAL TEST-2**

| <b>Subject</b>  | <b>Date</b> | <b>Syllabus</b> |
|---|-------------|-----------------|
| COMPANY LAW   | 09/05/2021  | • FULL SYLLABUS |
| SECRETARIAL AUDIT,<br>COMPLIANCE<br>MANAGEMENT AND<br>DUE DILIGENCE | 11/05/2021  | • FULL SYLLABUS |
| CORPORATE<br>RESTRUCTURING,<br>INSOLVENCY                           | 13/05/2021  | • FULL SYLLABUS |
| INFORMATION<br>TECHNOLOGY &<br>SYSTEMS AUDIT                        | 15/05/2021  | • FULL SYLLABUS |
| FINANCIAL TREASURY<br>AND FOREX<br>MANAGEMENT                       | 17/05/2021  | • FULL SYLLABUS |
| ETHICS<br>GOVERNANCE AND<br>SUSTAINABILITY                          | 19/05/2021  | • FULL SYLLABUS |
| ADVANCE TAX LAWS<br>AND PRACTICE                                    | 21/05/2021  | • FULL SYLLABUS |
| DRAFTING<br>APPEARANCES AND<br>PLEADINGS                            | 23/05/2021  | • FULL SYLLABUS |