

# **CS PROFESSIONAL OLD SYLLABUS**

## **UNIT TEST-1**

<b>Subject</b>	<b>Date</b>	<b>Syllabus</b>
COMPANY LAW	25/03/2021	<ul style="list-style-type: none"><li>• Company formation and conversion</li><li>• Procedures for Alterations of the Memorandum and Articles</li><li>• Issue and Allotment of Securities</li><li>• Alteration of Share Capital</li></ul>
SECRETARIAL AUDIT, COMPLIANCE MANAGEMENT AND DUE DILIGENCE	26/03/2021	<ul style="list-style-type: none"><li>• Secretarial Standards</li><li>• Secretarial Audit</li><li>• Checklist for Secretarial Audit</li></ul>
CORPORATE RESTRUCTURING, INSOLVENCY	27/03/2021	<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 Mergers and Amalgamations</li><li>• Accounting Aspects of Amalgamations</li><li>• Financial, Stamp Duty and Taxation Aspects of Amalgamation</li></ul>
INFORMATION TECHNOLOGY & SYSTEMS AUDIT	28/03/2021	<ul style="list-style-type: none"><li>• Information Technology Law</li><li>• Information Systems</li><li>• Hardware</li></ul>
FINANCIAL TREASURY AND FOREX MANAGEMENT	29/03/2021	<ul style="list-style-type: none"><li>• Nature and Scope of Financial Management</li><li>• Capital Budgeting</li><li>• Capital Structure</li></ul>
ETHICS GOVERNANCE AND SUSTAINABILITY	30/03/2021	<ul style="list-style-type: none"><li>• Introduction: Ethics and Governance</li><li>• Ethical Principles in Business</li><li>• Conceptual Framework of Corporate Governance</li><li>• Board Effectiveness –Issues</li></ul>
ADVANCE TAX LAWS AND PRACTICE	31/03/2021	<ul style="list-style-type: none"><li>• An overview on Goods and Services Tax 'GST'</li><li>• Supply</li><li>• Input Tax Credit &amp; Computation of GST Liability</li></ul>

DRAFTING APPEARANCES AND PLEADINGS	01/04/2021	<ul style="list-style-type: none"> <li>• General Principles of Drafting and Relevant Substantive Rules</li> <li>• Drafting and conveyancing Relating to Various Deeds and Agreements</li> </ul>
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**UNIT TEST-2**

<b>Subject</b>	<b>Date</b>	<b>Syllabus</b>
COMPANY LAW	02/04/2021	<ul style="list-style-type: none"> <li>• Issue and Redemption of Debentures and Bonds</li> <li>• Acceptance of Deposits by Companies</li> <li>• Membership and Transfer/Transmission of Shares</li> <li>• Key Managerial Personnel</li> </ul>
SECRETARIAL AUDIT, COMPLIANCE MANAGEMENT AND DUE DILIGENCE	03/04/2021	<ul style="list-style-type: none"> <li>• Due Diligence – An Overview</li> <li>• Issue of Securities</li> </ul>
CORPORATE RESTRUCTURING, INSOLVENCY	04/04/2021	<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> <li>• Takeovers</li> <li>• Funding of Mergers and Takeovers</li> <li>• Financial Restructuring</li> </ul>
INFORMATION TECHNOLOGY & SYSTEMS AUDIT	05/04/2021	<ul style="list-style-type: none"> <li>• Computer Software –An Overview</li> <li>• Computer Hardware</li> <li>• Database Management</li> </ul>
FINANCIAL TREASURY AND FOREX MANAGEMENT	06/04/2021	<ul style="list-style-type: none"> <li>• Cost of Capital</li> <li>• Financial Services</li> <li>• Project Finance</li> <li>• Dividend Policy</li> </ul>
ETHICS GOVERNANCE AND SUSTAINABILITY	07/04/2021	<ul style="list-style-type: none"> <li>• Board committees</li> <li>• Legislative Framework of Corporate Governance in India</li> <li>• Corporate Governance in Banks, Insurance and Public Sector Companies</li> </ul>

		<ul style="list-style-type: none"> <li>Legislative Framework of Corporate Governance</li> </ul>
ADVANCE TAX LAWS AND PRACTICE	08/04/2021	<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> <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	09/04/2021	<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> <li>Drafting and Conveyancing Relating to Various Deeds and Agreements-III</li> </ul>

### UNIT TEST-3

Subject	Date	Syllabus
COMPANY LAW	10/04/2021	<ul style="list-style-type: none"> <li>Meetings</li> <li>Auditors</li> <li>Preparation &amp; Presentation of Reports</li> <li>Distribution of Profits</li> <li>Charges</li> </ul>
SECRETARIAL AUDIT, COMPLIANCE MANAGEMENT AND DUE DILIGENCE	11/04/2021	<ul style="list-style-type: none"> <li>Depository Receipts Due Diligence</li> <li>Merger &amp; Acquisition (M&amp;A) Due Diligence</li> <li>Competition Law Due Diligence</li> </ul>
CORPORATE	12/04/2021	<b>PART B – Valuation</b>

RESTRUCTURING, INSOLVENCY		<ul style="list-style-type: none"> <li>Valuation- Introduction and Techniques</li> <li>Regulatory Aspects of Valuation with reference to Corporate Strategies</li> </ul>
INFORMATION TECHNOLOGY & SYSTEMS AUDIT	13/04/2021	<ul style="list-style-type: none"> <li>Programming - An overview</li> <li>Internet and Other Technologies</li> <li>Management Information Systems- An Overview</li> </ul>
FINANCIAL TREASURY AND FOREX MANAGEMENT	14/04/2021	<ul style="list-style-type: none"> <li>Working Capital</li> <li>Security Analysis and Portfolio Management</li> </ul>
ETHICS GOVERNANCE AND SUSTAINABILITY	15/04/2021	<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	16/04/2021	<ul style="list-style-type: none"> <li>Custom Law</li> </ul>
DRAFTING APPEARANCES AND PLEADINGS	17/04/2021	<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-4

Subject	Date	Syllabus
COMPANY LAW	18/04/2021	<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> <li>Recent Trends and Developments in Company Law</li> <li>Trusts and Non-Profit Organization</li> </ul>

SECRETARIAL AUDIT, COMPLIANCE MANAGEMENT AND DUE DILIGENCE	19/04/2021	<ul style="list-style-type: none"> <li>• Legal Due Diligence</li> <li>• Due Diligence for Banks</li> <li>• Environmental Due Diligence</li> <li>• Search and Status Reports</li> <li>• Compliance Management</li> </ul>
CORPORATE RESTRUCTURING, INSOLVENCY	20/04/2021	<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> <li>• Debt Recovery</li> <li>• Winding Up</li> <li>• Cross Border Insolvency</li> </ul>
INFORMATION TECHNOLOGY & SYSTEMS AUDIT	21/04/2021	<ul style="list-style-type: none"> <li>• Enterprise Resource Management</li> <li>• E-Governance in India</li> <li>• Systems Audit – An Overview</li> </ul>
FINANCIAL TREASURY AND FOREX MANAGEMENT	22/04/2021	<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	23/04/2021	<b>PART B: SUSTAINABILITY (30 MARKS)</b> 13. Corporate Social Responsibility 14. Sustainability 15. Corporate Sustainability Reporting Framework 16. Legal Framework, Conventions, Treaties on Environmental and Social Aspects Principles of Absolute Liability
ADVANCE TAX LAWS AND PRACTICE	24/04/2021	<ul style="list-style-type: none"> <li>• Direct And International Tax</li> </ul>
DRAFTING APPEARANCES AND PLEADINGS	25/04/2021	<ul style="list-style-type: none"> <li>• Pleadings</li> <li>• Appearances</li> <li>• Compounding of Offences</li> </ul>

**FINAL TEST**

<b>Subject</b>	<b>Date</b>	<b>Syllabus</b>
COMPANY LAW	29/04/2021	• FULL SYLLABUS
SECRETARIAL AUDIT, COMPLIANCE MANAGEMENT AND DUE DILIGENCE	02/05/2021	• FULL SYLLABUS
CORPORATE RESTRUCTURING, INSOLVENCY	05/05/2021	• FULL SYLLABUS
INFORMATION TECHNOLOGY & SYSTEMS AUDIT	08/05/2021	• FULL SYLLABUS
FINANCIAL TREASURY AND FOREX MANAGEMENT	11/05/2021	• FULL SYLLABUS
ETHICS GOVERNANCE AND SUSTAINABILITY	14/05/2021	• FULL SYLLABUS
ADVANCE TAX LAWS AND PRACTICE	17/05/2021	• FULL SYLLABUS
DRAFTING APPEARANCES AND PLEADINGS	20/05/2021	• FULL SYLLABUS