(OLD SYLLABUS)

Chapter wise Test Series (8Unit + 2FT)

Subject		Syllabus
GOVERNANCE, RISK MANAGEMENT, COMPLIANCES AND ETHICS	05/02/24	 Conceptual Framework of Corporate Governance. Legislative Framework of Corporate Governance inIndia. Board Effectiveness.
ADVANCED TAX LAWS	06/02/24	An Overview on Goods and Services Tax 'GST'Supply
DRAFTING, PLEADINGS AND APPEARANCES	07/02/24	 Judicial &Administrativeframework. General Principles of Drafting and relevant Substantive Rules.
SECRETARIAL AUDIT, COMPLIANCE MANAGEMENT AND DUEDILIGENCE	08/02/24	 ComplianceFramework Compliances Documentation & maintenance of records
CORPORATE RESTRUCTURING,INSOLVENCY, LIQUIDATION &WINDING-UP	10/02/24	 Types of CorporateRestructuring Acquisition of Company/Business Planning & Strategy. Process of M&A transactions.
RESOLUTION OF CORPORATE DISPUTES, NON- COMPLIANCES & REMEDIES	11/02/24	Shareholders' Democracy
CORPORATE FUNDING & LISTINGS IN STOCKEXCHANGES	12/02/24	Indian Equity- Public FundingReal Estate Investment Trust

Subject		Syllabus
GOVERNANCE, RISK MANAGEMENT, COMPLIANCES AND ETHICS	13/02/24	 Board Processes through Secretarial Standards. Board Committees.
ADVANCED TAX LAWS	14/02/24	•Input Tax Credit & Computation of GST Liability.
DRAFTING, PLEADINGS AND APPEARANCES	14/02/24	 Secretarial Practice in Drafting Notice, Agenda and Minutes of Company's Meetings.
SECRETARIAL AUDIT, COMPLIANCE MANAGEMENTAND DUEDILIGENCE	15/02/24	Search and Status ReportKnow Your Customers (KYC)
CORPORATE RESTRUCTURING,INSOLVENCY, LIQUIDATION &WINDING-UP	16/02/24	 Documentation-Merger & Amalgamation. Valuation of Business and Assets for Corporate Restructuring.
RESOLUTION OF CORPORATE DISPUTES, NON- COMPLIANCES & REMEDIES	17/02/24	Corporate Disputes
CORPORATE FUNDING & LISTINGS IN STOCK EXCHANGES	18/02/24	Infrastructure Investment Trusts Indian Equity- Private funding

Subject		Syllabus
GOVERNANCE, RISK MANAGEMENT, COMPLIANCES AND ETHICS	20/02/24	 Corporate Policies and Disclosures. Accounting and Audit relatedissues, RPTs and Vigil Mechanism. Corporate Governance and Shareholders Rights. Corporate Governance and Other Stakeholders.
ADVANCED TAX LAWS	21/02/24	 Procedural Compliance under GST. Assessment, Audit, Scrutiny, Demand and Recovery, Advance Ruling, Appeals and Revision. Inspection, search, seizure, offences & penalties.
DRAFTING, PLEADINGS AND APPEARANCES	22/02/24	Drafting and Conveyancing Relating to Various Deeds and Documents (I)
SECRETARIAL AUDIT, COMPLIANCE MANAGEMENTAND DUE DILIGENCE	23/02/24	 Signing and Certification Segment-wise Role of Company Secretaries
CORPORATE RESTRUCTURING, INSOLVENCY, LIQUIDATION & WINDING-UP	25/02/24	 Accounting in Corporate Restructuring—Concept and Accounting Treatment. Taxation & Stamp Duty aspects of Corporate Restructuring. Competition Act. Regulatory approvals of scheme.
RESOLUTION OF CORPORATE DISPUTES, NON- COMPLIANCES & REMEDIES	26/02/24	 Class Action Suits Fraud under Companies Act, 2013 and Indian Penal Code, 1860
CORPORATE FUNDING & LISTINGS IN STOCK EXCHANGES	27/02/24	 Indian equity- Non Fund based Debt Funding – Indian Fund Based (Corporate Debt)

Subject		Syllabus
GOVERNANCE, RISK MANAGEMENT, COMPLIANCES AND ETHICS	28/02/24	Governance and Compliance Risk.Corporate Governance Forums.
ADVANCED TAX LAWS	29/02/24	 GST practitioners, authorised representative, professional opportunities. Integrated Goods and Services Tax (IGST). Union Territory Goods and Servicetax (UTGST).
DRAFTING, PLEADINGS AND APPEARANCES	01/03/24	 Drafting and Conveyancing Relating to Various Deeds and Documents (II)
SECRETARIAL AUDIT, COMPLIANCE MANAGEMENTAND DUE DILIGENCE	02/03/24	 Audits Secretarial Audit Internal Audit & Performance Audit
CORPORATE RESTRUCTURING, INSOLVENCY, LIQUIDATION & WINDING-UP	03/03/24	 Appearance before NCLT / NCLAT. Fast Track Mergers. Cross Border Mergers.
RESOLUTION OF CORPORATE DISPUTES, NON- COMPLIANCES & REMEDIES	04/03/24	Regulatory Action
CORPORATE FUNDING & LISTINGS IN STOCK EXCHANGES	04/03/24	 Debt Funding – Indian Fund Based (Government Debt & Banking Finance) Debt Funding – Indian Non Fund Based

Subject		Syllabus
GOVERNANCE, RISK MANAGEMENT, COMPLIANCESAND ETHICS	05/03/24	Risk ManagementInternal Control.
ADVANCED TAX LAWS	07/03/24	 GST Compensation to States. Industry/ Sector Specific Analysis. Basic Concepts of Customs Law. Arrival or Departure and Clearance of Goods, Warehousing, Duty Drawback, Baggage and Miscellaneous Provisions.

DRAFTING, PLEADINGS AND APPEARANCES	08/03/24	 Drafting and Conveyancing Relating to Various Deeds and Documents (III)
SECRETARIAL AUDIT, COMPLIANCE MANAGEMENTAND DUE DILIGENCE	08/03/24	 Concepts and Principles of OtherAudits Audit Engagement
CORPORATE RESTRUCTURING, INSOLVENCY, LIQUIDATION & WINDING-UP	10/03/24	 Insolvency Petition for Corporate Insolvency Resolution Process Role, Functions and Duties of IP / IRP / RP Resolution Strategies
RESOLUTION OF CORPORATE DISPUTES, NON-COMPLIANCES & REMEDIES	11/03/24	Adjudication, Prosecutions, Offences and Penalties.
CORPORATE FUNDING & LISTINGS IN STOCK EXCHANGES	11/03/24	 Foreign Funding – Instruments & Institution Inter-Corporate Loans and Investment/Deposit

Subject		Syllabus
GOVERNANCE, RISK MANAGEMENT, COMPLIANCES AND ETHICS	12/03/24	Reporting.
ADVANCED TAX LAWS	14/03/24	 Valuation & Assessment of Imported and Export Goods & Procedural Aspects. Advance Ruling, Settlement Commission, Appellate Procedure, Offences and Penalties. Foreign Trade Policy (FTP). Corporate Tax Planning & Tax Management.
DRAFTING, PLEADINGS AND APPEARANCES	15/03/24	 Drafting and Conveyancing Relating to Various Deeds and Documents (IV) Drafting of Agreements under the Companies Act:
SECRETARIAL AUDIT, COMPLIANCE MANAGEMENTAND DUE DILIGENCE	16/03/24	 Audit Principles and Techniques Audit Process and Documentation Forming an Opinion & Reporting
CORPORATE RESTRUCTURING, INSOLVENCY, LIQUIDATION & WINDING-UP	17/03/24	 Convening and Conduct of Meetings of Committee of Creditors Preparation & Approval of Resolution Plan Individual/ Firm Insolvency

RESOLUTION OF CORPORATE DISPUTES, NON-COMPLIANCES & REMEDIES	18/03/24	Relief and Remedies
CORPORATE FUNDING & LISTINGS IN STOCK EXCHANGES	19/03/24	 Non-Convertible Redeemable Preference Shares Securitization Listing-Indian Stock Exchanges

Subject		Syllabus
GOVERNANCE, RISK MANAGEMENT, COMPLIANCES AND ETHICS	20/03/24	 Ethics and Business Sustainability and Corporate Social
ADVANCED TAX LAWS	21/03/24	 Taxation of Companies, LLP and Non-resident. Rules General Anti Avoidance 'GAAR'. Basics of International Taxation
DRAFTING, PLEADINGS AND APPEARANCES	22/03/24	Pleadings.Art of writing opinions.
SECRETARIAL AUDIT, COMPLIANCE MANAGEMENTAND DUE DILIGENCE	23/03/24	 Secretarial Audit - Fraud detection & Reporting Quality Review
CORPORATE RESTRUCTURING, INSOLVENCY, LIQUIDATION & WINDING-UP	24/03/24	 Fresh Start Process Debt Recovery & SARFAESI Cross Border Insolvency Liquidation on or after Failing of Resolution Plan
RESOLUTION OF CORPORATE DISPUTES, NON- COMPLIANCES & REMEDIES	25/03/24	Crisis Management & Risk and Liability Mitigation.
CORPORATE FUNDING & LISTINGS IN STOCK EXCHANGES	25/03/24	International ListingInternational Listing

Subject		Syllabus
GOVERNANCE, RISK MANAGEMENT,	26/03/24	 Anti-Corruption and Anti-Bribery Laws in India.
COMPLIANCES AND ETHICS		
ADVANCED TAX LAWS	26/03/24	Tax Treaties.
		 Income Tax Implication on specified
		transactions.
DRAFTING, PLEADINGS AND	27/03/24	Appearances & Art of Advocacy Practical
APPEARANCES		Exercises.

SECRETARIAL AUDIT, COMPLIANCE MANAGEMENT AND DUE DILIGENCE	28/03/24	 Values, Ethics and Professional Conduct Due Diligence - I Due Diligence - II - Non Compliances, Penalties and Adjudications
CORPORATE RESTRUCTURING, INSOLVENCY, LIQUIDATION & WINDING-UP	29/03/24	 Voluntary Liquidation Winding-up by Tribunal under the Companies Act, 2013 Pre-Packaged Insolvency Resolution Process
RESOLUTION OF CORPORATE DISPUTES, NON- COMPLIANCES & REMEDIES	30/03/24	Misrepresentation and Malpractices – Civil and Criminal Trial Procedure
CORPORATE FUNDING & LISTINGS IN STOCK EXCHANGES	30/03/24	 Preparing a Company for an IPO and Governance Requirements Documentation

FINAL TEST-1

Subject		Syllabus
GOVERNANCE, RISK MANAGEMENT, COMPLIANCES AND ETHICS	04/04/24	FULL SYLLABUS
ADVANCED TAX LAWS	08/04/24	FULL SYLLABUS
DRAFTING, PLEADINGS AND APPEARANCES	12/04/24	FULL SYLLABUS
SECRETARIAL AUDIT, COMPLIANCE MANAGEMENT AND DUE DILIGENCE	16/04/24	FULL SYLLABUS
CORPORATE RESTRUCTURING, INSOLVENCY, LIQUIDATION& WINDING-UP	20/04/24	FULL SYLLABUS
RESOLUTION OF CORPORATE DISPUTES, NON- COMPLIANCES & REMEDIES	24/04/24	FULL SYLLABUS
CORPORATE FUNDING & LISTINGS IN STOCK EXCHANGES	28/04/24	FULL SYLLABUS

FINAL TEST-2

Subject		Syllabus
GOVERNANCE, RISK MANAGEMENT, COMPLIANCES AND ETHICS	02/05/24	• FULL SYLLABUS
ADVANCED TAX LAWS	06/05/24	FULL SYLLABUS
DRAFTING, PLEADINGS AND APPEARANCES	10/05/24	FULL SYLLABUS
SECRETARIAL AUDIT, COMPLIANCE MANAGEMENTAND DUE DILIGENCE	14/05/24	• FULL SYLLABUS
CORPORATE RESTRUCTURING, INSOLVENCY, LIQUIDATION& WINDING-UP	18/05/24	• FULL SYLLABUS
RESOLUTION OF CORPORATE DISPUTES, NON- COMPLIANCES& REMEDIES	22/05/24	FULL SYLLABUS
CORPORATE FUNDING & LISTINGS IN STOCK EXCHANGES	25/05/24	FULL SYLLABUS