



**Maulana Azad College**  
8, Rafi Ahmed Kidwai Road, Kolkata-13  
in collaboration with **WBEIDC**



*introduces*

# **CERTIFICATE COURSE IN FINANCIAL ACCOUNTING WITH GST**

From 2021-22



## **TALLY ERP 9 (GST)**

### **COURSE FEATURES**

- ❖ **Eligibility:** Commerce students
- ❖ **Course Duration:** 9 Weeks / 36 Hours
- ❖ **Two online/offline classes per Week** spanning 2 Hours per class including Evaluation
- ❖ **Minimum qualification:** Current students of UG Commerce of this college.
- ❖ **Students in-take:** 30 students (maximum)
- ❖ **Admission:** First-come-first-served basis.
- ❖ **Teaching, Learning and Evaluation** included.
- ❖ **Certificate issued based on performance** in Class and Evaluation Test.
- ❖ **Course Fee for Students:** Rs. 1000/-

**Apply Now!**  
[www.maulanaazadcollegekolkata.ac.in](http://www.maulanaazadcollegekolkata.ac.in)

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**TRAINING CONDUCTED BY**  
**West Bengal Electronics Industry Development Corporation Limited (WIL Division)**



## SYLLABUS

- ❖ **Accounting in TALLY PRIME:** Gateway of Tally ERP 9.0, Company creation and configurations, Day to Day Transaction recording, Bills & Outstanding Management
- ❖ **Inventory Management:** Inventory Creation/ Alteration, Inventory Features, Invoicing of daily Trades, Inventory Reporting
- ❖ **Tax Deducted at Source (TDS):** Understanding TDS, Ledger Creation and Calculation, TDS Payment, Tax Reports
- ❖ **Goods & Services Tax (GST) Management:** GST Introduction, GST Features, GST Configuration, GST Invoicing
- ❖ **Data Management:** Data Control, Data Export and Import, Data Alteration
- ❖ **Reporting:** Books of Accounts, Party Outstanding, Trial Balance, Final Accounts
- ❖ **Goods & Services Tax (GST) & E-Filing:** Basic Concept of GST, Calculation & Rate of GST, Introduction of GST E-Filing, GST Rules, New GST Registration, GST Return : GSTR-1, GSTR-2 , GSTR-3B., GSTR-4, Last Updated rates in GST Form, GST Tax Form Download, Fill up & Upload.

Course Coordinator: Smt. Madhu Sarda, 9123326519  
Email: madhu.sarda@maulanaazadcollegekolkata.ac.in

*Principal*  
Maulana Azad College, Kolkata





# MAULANA AZAD COLLEGE

8, Rafi Ahmed Kidwai Road, Kolkata- 700 013

**Webel**  
EduTech Solutions

*in association with*

## **West Bengal Electronics Industry Development Corporation Limited**

(A Government of West Bengal Undertaking)

WIL Division

225F, A. J. C. Bose Road, 4<sup>th</sup> Floor, Kolkata - 700 020

## CERTIFICATE

*Certified that \_\_\_\_\_  
has successfully completed 36 hours training on 'Certificate Course in Financial Accounting with GST-Tally ERP 9' conducted by Maulana Azad College from 15<sup>th</sup> February, 2022 to 20<sup>th</sup> April, 2022 and secured Grade \_\_\_\_\_.*

\_\_\_\_\_  
Mrs. Mridhu Sarda  
Course Co-ordinator  
Maulana Azad College

\_\_\_\_\_  
Dr. Subir Chandra Dasgupta  
Co-ordinator (IQAC)  
Maulana Azad College

\_\_\_\_\_  
Mr. Puspil Ghosh  
GM (Education)  
WBEIDCL

\_\_\_\_\_  
Principal  
Maulana Azad College

**Government of West Bengal  
Office of the Principal  
Maulana Azad College, Kolkata**

Notice No. 12

Date 07/02/2022

**Notice 12**

Students enrolled for the **Certificate Course in Financial Accounting with GST** for February 2022 Batch-I & II are notified that their weekly online/offline classes will be held as per following schedule with effect from 15th February, 2022. No class will be held on registered national holiday. Students are also advised to be regular in their classes to fulfil minimum contact hours to be eligible for evaluation. Final list of selected candidates is attached herewith.

**WEEKLY CLASS SCHEDULE**

BATCH	DAY	TIME	ROLL NO
I	TUESDAY	3.00 pm-5:00pm	1 to 25
	THURSDAY	3.00 pm-5:00pm	1 to 25
II	WEDNESDAY	3.00 pm-5:00pm	26 to 50
	FRIDAY	3.00 pm-5:00pm	26 to 50

  
Dr. Abhinish Dutta  
Principal  
Maulana Azad College  
Kolkata

  
Dr. Subir Chandra Dasgupta  
Co-Ordinator  
Maulana Azad College  
Govt. of West Bengal

  
Madhu Sarda  
Course Co-Ordinator  
Assistant Professor  
Maulana Azad College  
Kolkata

## Final List of Candidates for the Certificate Course in Financial Accounting with GST

ROLL NO.	NAME OF THE CANDIDATE	DEPARTMENT	SEMESTER
1	AGNIK MAJUMDER	ACCOUNTANCY (H)	SEMESTER-1
2	RUKSHAD SK	ACCOUNTANCY (H)	SEMESTER-1
3	AKASH RAHAMAN	ACCOUNTANCY (H)	SEMESTER-1
4	SARBIK CHAKRABORTY	ACCOUNTANCY (H)	SEMESTER-1
5	SHREYAN GHOSH	ACCOUNTANCY (H)	SEMESTER-3
6	AJMAT ALI	ACCOUNTANCY (H)	SEMESTER-3
7	SASWATA BANERJEE	ACCOUNTANCY (H)	SEMESTER-5
8	TRINANJAN ADHIKARY	ACCOUNTANCY (H)	SEMESTER-3
9	SANGHMITRA HANSDA	ACCOUNTANCY (H)	SEMESTER-3
10	SK SAIFUDDIN	ACCOUNTANCY (H)	SEMESTER-5
11	ARATRIKA SINHA	ACCOUNTANCY (H)	SEMESTER-1
12	RAHUL DEY MAJUMDER	ACCOUNTANCY (H)	SEMESTER-5
13	MALLIKA ALIYA	ACCOUNTANCY (H)	SEMESTER-3
14	MEGHA MONDAL	ACCOUNTANCY (H)	SEMESTER-1
15	SAYANTA SIRCAR	ACCOUNTANCY (H)	SEMESTER-5
16	MOHAMMAD ZESHAN KHAN	ACCOUNTANCY (H)	SEMESTER-1
17	MOHAMMAD YUSUF	ACCOUNTANCY (H)	SEMESTER-3
18	SUBHADIP DALAL	ACCOUNTANCY (H)	SEMESTER-3
19	ARATRIK SARKAR	ACCOUNTANCY (H)	SEMESTER-5
20	MD FAIZAL MOIN	ACCOUNTANCY (H)	SEMESTER-5
21	MD ABID HUSSAIN	ACCOUNTANCY (H)	SEMESTER-1
22	SAHNAZ PARVEEN	ACCOUNTANCY (H)	SEMESTER-3
23	ANANNYA SUR	ACCOUNTANCY (H)	SEMESTER-5
24	ARPITA BISWAS	ACCOUNTANCY (H)	SEMESTER-3
25	SOHANI PRAMANIK	ACCOUNTANCY (H)	SEMESTER-1
26	ARPITA GUHA	ACCOUNTANCY (H)	SEMESTER-5
27	SOMDUTTA SIRCAR	ACCOUNTANCY (H)	SEMESTER-1
28	DIA MONDAL	ACCOUNTANCY (H)	SEMESTER-5
29	ARIJIT ROY	ACCOUNTANCY (H)	SEMESTER-5
30	ANKUSH DAS	ACCOUNTANCY (H)	SEMESTER-5
31	SUJAN RAY	ACCOUNTANCY (H)	SEMESTER-5
32	DANISH SUHAIL	ACCOUNTANCY (H)	SEMESTER-3
33	SOURAV DEY	ACCOUNTANCY (H)	SEMESTER-5
34	RANIT SAHA	ACCOUNTANCY (H)	SEMESTER-3
35	SAGAR ROY	ACCOUNTANCY (H)	SEMESTER-1
36	RITAM HOODATI	ACCOUNTANCY (H)	SEMESTER-3
37	MD HARUN	ACCOUNTANCY (H)	SEMESTER-3
38	ANKITA MATH	ACCOUNTANCY (H)	SEMESTER-3
39	ARKOPRAVO NAG	ACCOUNTANCY (H)	SEMESTER-3
40	SAPTAPARNA DEB	ACCOUNTANCY (H)	SEMESTER-5
41	SAYARI PARUI	ACCOUNTANCY (H)	SEMESTER-3
42	INSHA WAHID	ACCOUNTANCY (H)	SEMESTER-5
43	PRANKISHOR GHOSH	CHEMISTRY (H)	SEMESTER-3
44	SHERAZ ANWAR	ACCOUNTANCY (H)	SEMESTER-3
45	AMEER HAMZAH KHAN	ARABIC GENERAL	SEMESTER-1
46	SOURJA CHATTERJEE	ACCOUNTANCY (H)	SEMESTER-3
47	ANUPAM POLLEY	ACCOUNTANCY (H)	SEMESTER-3
48	SAQUIB ANWAR	ACCOUNTANCY (H)	SEMESTER-5
49	POONAM NAYAK	ACCOUNTANCY (H)	SEMESTER-5
50	SOURAV DUTTA	ACCOUNTANCY (H)	SEMESTER-6 (PASSED OUT)

Dr. Subhasish Dutta  
Principal  
Maulana Azad College  
Kolkata

Dr. Sabir Chandra Dasgupta  
Co-Ordinator (IQAC)

Madhu Sarda  
Assistant Professor  
Maulana Azad College  
Kolkata



**FA GST Tally Course Certificates to be Distributed to Following Students (Batch I and Batch II)**


Sl. No.	ROLL NO.	NAME OF THE CANDIDATE	DEPARTMENT	SEMESTER	GRADES
1	1	AGNIK MAJUMDER	ACCOUNTANCY (H)	SEMESTER-1	A
2	2	RUKSHAD SK	ACCOUNTANCY (H)	SEMESTER-1	A+
3	3	AKASH RAHAMAN	ACCOUNTANCY (H)	SEMESTER-1	A+
4	4	SARBIK CHAKRABORTY	ACCOUNTANCY (H)	SEMESTER-1	A+
5	5	SHREYAN GHOSH	ACCOUNTANCY (H)	SEMESTER-3	A++
6	6	AJMAT ALI	ACCOUNTANCY (H)	SEMESTER-3	A+
7	7	SASWATA BANERJEE	ACCOUNTANCY (H)	SEMESTER-5	A+
8	8	TRINANJAN ADHIKARY	ACCOUNTANCY (H)	SEMESTER-3	A++
9	9	SANGHMITRA HANSDA	ACCOUNTANCY (H)	SEMESTER-3	A++
10	10	SK SAIFUDDIN	ACCOUNTANCY (H)	SEMESTER-5	A+
11	11	ARATRIKA SINHA	ACCOUNTANCY (H)	SEMESTER-1	A++
12	12	RAHUL DEY MAJUMDER	ACCOUNTANCY (H)	SEMESTER-5	A++
13	13	MALLIKA ALIYA	ACCOUNTANCY (H)	SEMESTER-3	A+
14	14	MEGHA MONDAL	ACCOUNTANCY (H)	SEMESTER-1	A+
15	15	SAYANTA SIRCAR	ACCOUNTANCY (H)	SEMESTER-5	A++
16	16	MD ZESHAN KHAN	ACCOUNTANCY (H)	SEMESTER-1	A++
17	17	MOHAMMAD YUSUF	ACCOUNTANCY (H)	SEMESTER-3	A-
18	18	SUBHADIP DALAL	ACCOUNTANCY (H)	SEMESTER-3	A-
19	19	ARATRIK SARKAR	ACCOUNTANCY (H)	SEMESTER-5	A+
20	20	MD FAIZAL MOIN	ACCOUNTANCY (H)	SEMESTER-5	A++
21	21	MD ABID HUSSAIN	ACCOUNTANCY (H)	SEMESTER-1	A-
22	22	SAHNAZ PARVEEN	ACCOUNTANCY (H)	SEMESTER-3	A-
23	24	ARPITA BISWAS	ACCOUNTANCY (H)	SEMESTER-3	A-
24	25	SOHANI PRAMANIK	ACCOUNTANCY (H)	SEMESTER-1	A
25	26	ARPITA GUHA	ACCOUNTANCY (H)	SEMESTER-5	A++
26	28	DIA MONDAL	ACCOUNTANCY (H)	SEMESTER-5	A-
27	29	ARIJIT ROY	ACCOUNTANCY (H)	SEMESTER-5	A++
28	30	ANKUSH DAS	ACCOUNTANCY (H)	SEMESTER-5	A
29	31	SUJAN RAY	ACCOUNTANCY (H)	SEMESTER-5	A++
30	32	DANISH SUHAIL	ACCOUNTANCY (H)	SEMESTER-3	B
31	33	SOURAV DEY	ACCOUNTANCY (H)	SEMESTER-5	A++
32	34	RANIT SAHA	ACCOUNTANCY (H)	SEMESTER-3	B-
33	35	SAGAR ROY	ACCOUNTANCY (H)	SEMESTER-1	A-
34	37	MD HARUN	ACCOUNTANCY (H)	SEMESTER-3	B+
35	38	ANKITA MATH	ACCOUNTANCY (H)	SEMESTER-3	B-
36	40	SAPTAPARNA DEB	ACCOUNTANCY (H)	SEMESTER-5	A
37	41	SAYARI PARUI	ACCOUNTANCY (H)	SEMESTER-3	A
38	43	ANANNYA SUR	ACCOUNTANCY (H)	SEMESTER-5	A++
39	44	SHERAZ ANWAR	ACCOUNTANCY (H)	SEMESTER-3	A
40	46	SOURJA CHATTERJEE	ACCOUNTANCY (H)	SEMESTER-3	A+
41	47	ANUPAM POLLEY	ACCOUNTANCY (H)	SEMESTER-3	A-
42	48	SAQUIB ANWAR	ACCOUNTANCY (H)	SEMESTER-5	A++
43	49	POONAM NAYAK	ACCOUNTANCY (H)	SEMESTER-5	A++
44	50	SOURAV DUTTA	ACCOUNTANCY (H)	SEMESTER-6 (PASSED OUT)	A++

*Atul Kumar*  
4.04.2022

## UTILISATION CERTIFICATE

(For the financial year ending 30th September, 2021)

1. **Title of the programme/Scheme** : DBT STAR College Scheme
2. **Name of the Organization** : Maulana Azad College, Kolkata
3. **Course Co-ordinator** : Dr. S. C. Dasgupta
4. **Deptt. Of Biotechnology sanction order No. & Date of sanctioning the project/programme.** : BT/HRD/11/03/2011  
Dated 25.05.2011
5. **Amount brought forward from the previous Financial year quoting DBT letter No. & Date in which the authority to carry forward the said amount was given.** : Rs.453758/-  
(1. Non-Recurring = Nil  
2. Recurring=Rs.381691/- 3.Travel=Rs.72067/-  
5. Contingency-Rs.Nil
6. **Amount received from DBT during the financial year (Please give No. & Dates of sanction orders showing the amounts paid.)** : Nil
7. **Other receipts/interest earned, if any, on the DBT grants.** : Nil
8. **Total amount that was available for expenditure during the financial year (Sl.no.5,6 & 7)** : Rs.453758/-  
(1. Non-Recurring = Nil  
2. Recurring=Rs.381691/- 3.Travel=Rs.72067/-  
5. Contingency-Rs.Nil
9. **Actual expenditure (excluding commitments) incurred during the financial year (statement of expenditure is enclosed)** : 381691/-

  
**Course Co-ordinator**  
(with rubber stamp)  
Co-ordinator  
DBT-Star College Programme

**Finance/Accounts Officer**  
(with rubber stamp)

(Head of the Institution / University)  
(with rubber stamp)

Principal  
Maulana Azad College  
Kolkata

For D DAS & KAMALUDDIN  
Chartered Accountants  
F.R.N. : 324975E  
FRN:324916E  
SK. Kamaluddin )  
Partner  
M.No. 058107

Continue....2/

UDIN: 21058107AAAA8N6919




10. Unspent balance refunded, if any (Please give details of cheque no. etc.) : Interest refund of Rs.381691/- Via Bharat Kosh
11. Balance amount available at the end of the Financial year. : 1) Non-Recurring = Rs. Nil  
2) Recurring = Rs.Nil  
3) Travel = Rs.72067/-  
4) Contingency = Rs Nil  
5) Interest= Rs.Nil  
Total = Rs.72,067/-
12. Amount allowed to be carried forward to the next financial year vide letter No. & Date : 1) Non-Recurring = Rs Nil  
2) Recurring = Rs. Nil  
3) Travel = Rs.72067/-  
4) Contingency = Rs. Nil  
5) Interest= Rs.Nil  
Total = Rs.72,067/-

Certified that the amount of Rs.381691/- mentioned against Col.No.9 has been utilized on the programme/scheme for the purpose for which it was sanctioned and that the balance of Rs.72,067/- remaining unutilized at the end of the year has been surrendered to Govt. (vide No..... dated.....) will be adjusted towards the grants-in-aid payable during the next year.

Certified that I have satisfied myself that the conditions on which the grants-in-aid was sanctioned have been duly fulfilled/are being fulfilled and that I have exercised the following checks to see that the money was actually utilized for the purpose for which it was sanctioned.

Kinds of checks exercised:

1. Bills and Voucher
2. Quotation and comparative statement.
3. Money receipt

  
Course Co-ordinator  
(with rubber stamp)  
Co-ordinator  
DBT-Star College Programme

Finance/Accounts Officer  
(with rubber stamp)

(Head of the Institution / University)  
(with rubber stamp)  
Principal  
Maulana Azad College  
Kolkata

For D DAS & KAMALUDDIN  
Chartered Accountants  
F.R.N. : 324916E



SK. Kamaluddin )  
Partner  
M.No. 058107

UDIN 21058107A1AABN 6919



**Statement of expenditure referred to in para 9 of the Utilization Certificate.**

Showing grants received from the Department of Biotechnology and the Expenditure incurred during the period from 1st April, 2020 to 30th September, 2021)

Item	Unspent balance carried forward from previous year 19-20	Grants received from DBT during the year 2020-21	Other receipts/ interest earned if any, on the DBT grants	Total of Col (2+3+4)	Expenditure (excluding commitments) incurred during the year 2021-22	Balance (5-6)	Remarks
1	2	3	4	5	6	7	8
1. Non-Recurring (Equipment)	0.00	Nil	0.00	0.00	0.00	0.00	
2. Recurring	381691.00	Nil	0.00	381691.00	381691.00 **	0.00	
3. Travel	72067.00	Nil	0.00	72067.00	0.00	72067.00	
4. Contingency	0.00	Nil	0.00	0.00	0.00	0.00	
5. Interest (if any)	0.00	0.00	0.00	0.00	0.00	0.00	
<b>Total:-</b>	<b>453758.00</b>	<b>0.00</b>	<b>0.00</b>	<b>453758.00</b>	<b>381691.00</b>	<b>72067.00</b>	

\*\* Rs.3,81,691/- returned to the DBT through BHARAT KOSH on 01.09.2021.

*[Signature]*  
**Course Co-ordinator**  
 (With rubber stamp)  
 Co-ordinator  
 DBT-Star College Programme

*[Signature]*  
**Head of the Institution**  
 (With rubber stamp)  
 Principal  
 Maulana Azad College  
 Kolkata

**Finance/Accounts Officer**  
 (With rubber stamp)  
 For D DAS & KAMALUDDIN  
 Chartered Accountants  
 F.R.N. : 324916E  
*[Signature]*  
 SK. Kamaluddin )  
 Partner  
 M.No. 058107  
 U.D.N : 91058107AAAA8N6919