



Certificate in Financial Accounting System (CFAS)

Duration : 6 months

Fundamentals of Computer
Operating System - Windows 7
MS-Word 2010
Two Financial Accounting Packages.

Eligibility : Madhyamik or Equivalent Passed / Appeared or higher

Course Fees : Rs. 2,000/- [600/- + 350/- X 4 Months]



Diploma in Financial Accounting System (DFAS)

Duration : 12 months.

The course is divided into two semesters of 6 months each.

1st Semester : same as CFAS.

2nd Semester :

Database Management System (Visual FoxPro).
Ms-PowerPoint.
Ms-Excel with Project Management Tools.
Internet & E-Mail
Two Financial Accounting Packages.

Eligibility : Madhyamik Passed or Equivalent/Appeared or higher

Course Fees : Rs. 2,000/- +3,000/- =5,000/-

Fees to be paid for during the 2nd Semester is Rs. 3,000/-
[1,000/- + 500/- X 4 Months]

Advance Diploma in Financial Accounting System (ADFAS)

Duration : 18 months

The course is divided into three semesters of 6 months each.

1st Semester : Same as CFAS.

2nd Semester : Same as DFAS (II Sem)

3rd Semester :

Payroll System
Taxation Software
TDS & e-return preparation Software
Advanced Financial Management with FA packages
Share Trading Software.

Eligibility : 10+2 passed / Appeared + DFAS or Higher

Total Fees : Rs. 2,000/- + 3,000/- + 3,000/- = Rs. 8,000/-

Fees to be paid for during the 3 Semester is Rs. 3,000/-
[1,000/- +500/- X 4 Months]

