

 **Offered by:** SOAE Global |  Recognized Tax Advisory Certification

 **Website:** www.soaeglobal.org.pk

 **Contact:** +92-323-8861161 – +92-309-6617998

 **Email:** info@soaeglobal.org.pk – soaepakistan@gmail.com



Certified Tax Manager (CTM) Program

Offered by: The Society of Accounting Education (SOAE Global)

Total Duration: 120 Hours

Levels: 3 (Skills, Professional, Advanced)

Modules per Level: 4

Hours per Module: 10

Program Overview & Recognition

The Certified Tax Manager (CTM) Program is officially approved by the Executive Council of SOAE Global. Developed by a panel of industry experts, the curriculum ensures comprehensive knowledge, practical expertise, and up-to-date regulatory compliance, making it the ideal certification for professionals looking to advance their careers in tax management and corporate advisory.

Accreditation

The Society of Accounting Education (SOAE) is a legally registered entity under the **Societies Registration Act 1860**, operating as an autonomous body licensed by the **Government of Pakistan**. It is officially approved by the **Punjab Charity Commission** and maintains affiliations with various international professional bodies, ensuring global recognition and credibility. For details on affiliations, visit: <https://soaeglobal.org.pk/Affiliate.html> .

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CTM Program Structure & Fee Schedule

Level	Module	Hours	Fee (PKR)
Skill Level (Basic)		40	20,000
	Module 1: Fundamentals of Pakistan Taxation	10	
	Module 2: Income Tax Basics & Compliance	10	
	Module 3: Sales Tax & Federal Excise Duty	10	
	Module 4: Withholding Taxes & Provincial Taxation	10	
Professional Level (Intermediate)		40	20,000
	Module 5: Corporate Taxation & Compliance	10	
	Module 6: Tax Accounting & Financial Reporting	10	
	Module 7: Capital Gains Tax & Real Estate Taxation	10	
	Module 8: Customs & Import Duties	10	
Advanced Level (Expert)		40	20,000
	Module 9: International Taxation & Double Taxation Treaties	10	
	Module 10: Tax Risk Management & Dispute Resolution	10	
	Module 11: Digital Economy & Emerging Tax Issues	10	
	Module 12: Forensic Tax Audit & Ethical Practices	10	
Additional Fees	Registration Fee & Corporate dues	-	10,000
	Certificate & Transcript Fee	-	5,000
Total		120	75,000

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Skill Level (Basic) – 40 Hours

Objective: Build foundational tax knowledge, compliance skills, and basic tax filing abilities.

Module 1: Fundamentals of Pakistani Taxation (10 Hours)

- Constitutional & Legal Framework of Taxation
- Direct vs. Indirect Taxes in Pakistan
- Role of FBR & Provincial Tax Authorities
- Taxpayer Registration (NTN, STRN) & Compliance

Module 2: Income Tax Basics & Compliance (10 Hours)

- Income Tax Ordinance, 2001 – Key Concepts
- Taxpayer Categories & Tax Slabs
- Computation of Taxable Income & Exemptions
- Filing of Income Tax Returns (IRIS System)

Module 3: Sales Tax & Federal Excise Duty (10 Hours)

- Sales Tax Act, 1990 – Registration & Filing
- Input & Output Tax Adjustments
- Federal Excise Duty (FED) – Applicability & Rates
- Sales Tax Refund Mechanisms

Module 4: Withholding Taxes & Provincial Taxation (10 Hours)

- Withholding Tax Regime – Responsibilities & Deductions
 - Advance Tax & Minimum Tax Concepts
 - Provincial Sales Tax (SRB, PRA, KPRA, BRA)
 - Capital Value Tax (CVT), Property Taxes & Stamp Duties
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Professional Level (Intermediate) – 40 Hours

Objective: Develop corporate tax expertise, tax planning strategies, and business tax compliance skills.

Module 5: Corporate Taxation & Compliance (10 Hours)

- Corporate Income Tax Computation
- Dividend Taxation & Retained Earnings
- Corporate Tax Planning & Reporting
- Filing Corporate Tax Returns & Audit Compliance

Module 6: Tax Accounting & Financial Reporting (10 Hours)

- Deferred Tax Assets & Liabilities
- IFRS & IAS Tax Reporting Standards
- Tax Reconciliations in Financial Statements
- Impact of Taxation on Financial Statements & Business Strategy

Module 7: Capital Gains Tax & Real Estate Taxation (10 Hours)

- Capital Gains Tax (CGT) on Shares & Securities
- Taxation of Real Estate & Rental Income
- Stamp Duty, CVT & Wealth Tax on Property
- Taxation in Construction & Land Development

Module 8: Customs & Import Duties (10 Hours)

- Customs Act, 1969 – Import & Export Regulations
 - Tariff Classifications & Duty Structures
 - Regulatory Duties & SROs (Statutory Regulatory Orders)
 - Customs Clearance, Audits & Penalties
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Advanced Level (Expert) – 40 Hours

Objective: Gain strategic tax planning expertise, risk management skills, and forensic tax investigation capabilities.

Module 9: International Taxation & Double Taxation Treaties (10 Hours)

- OECD Guidelines & Pakistan’s Double Taxation Avoidance Agreements (DTAA)
- Foreign Tax Credits & Transfer Pricing Regulations
- Base Erosion & Profit Shifting (BEPS) Compliance
- Taxation of Non-Resident Entities & Offshore Transactions

Module 10: Tax Risk Management & Dispute Resolution (10 Hours)

- Tax Avoidance vs. Tax Evasion – Ethical Considerations
- Appeals Process – Tribunals, High Court & Supreme Court
- Dealing with FBR Tax Audits & Investigations
- Alternative Dispute Resolution (ADR) & Mediation

Module 11: Digital Economy & Emerging Tax Issues (10 Hours)

- E-Commerce Taxation & Online Business Regulations
- Cryptocurrency & Digital Services Taxation
- Automation & Artificial Intelligence in Tax Compliance
- Blockchain for Secure Tax Record-Keeping

Module 12: Forensic Tax Audit & Ethical Practices (10 Hours)

- Detecting Tax Fraud & Misreporting
 - FBR’s Forensic Tax Audit Procedures
 - Legal Consequences of Tax Non-Compliance
 - Whistleblower Protection & Anti-Corruption Strategies
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Who Should Enroll? Eligibility Criteria

1. Educational Background

- **Basic Level (Skill Level):** No formal educational background required. Open to high school graduates or those with equivalent education.
- **Professional Level (Intermediate):** Candidates must have a basic understanding of accounting, finance, or business studies. A bachelor's degree in a related field (e.g., Commerce, Business Administration, Economics) is recommended but not mandatory.
- **Advanced Level (Expert):** Completion of the Professional Level or relevant work experience in tax management or related fields.

2. Professional Background

- Open to **Tax Professionals, Chartered Accountants, Management Professionals, Auditors, Business Owners, Corporate Executives, Tax Lawyers, Consultants,** and individuals with related professional experience in finance, accounting, or law.
- Government Revenue Officers or Policy Makers with at least **2 years of work experience** in tax-related roles are eligible to apply.

3. Industry Experience

- **Basic Level (Skill Level):** Ideal for newcomers to the tax and finance field, or those wishing to build foundational knowledge in taxation.
- **Professional Level (Intermediate):** Suitable for individuals with **1-3 years** of experience in taxation, accounting, or business management.
- **Advanced Level (Expert):** Designed for professionals with **3+ years** of experience in tax management, compliance, or audit.

4. Interest in Taxation and Regulatory Compliance

- Individuals who have an interest in taxation, corporate law, and regulatory compliance are encouraged to apply, regardless of prior work experience.
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Program Benefits

- ✓ **Step-by-Step Progression** from Basic to Advanced Tax Mastery
- ✓ **Expertise in Tax Compliance, Corporate Taxation & Digital Taxation**
- ✓ **Real-World Case Studies & Hands-On Tax Filing Experience**
- ✓ **Practical Skills to Manage FBR, SECP & Tax Issues**

Certification

- ✓ Upon completion, candidates receive the **Certified Tax Manager (CTM) Credential** from SOAE Global.
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