

Diploma in E-Accounting (DEA)

1. Duration – 1 Year
2. Online Test- 6
3. Semester Exam – 2
4. Certificate with Mark sheet
5. Branch – Dankaur, G.B. Nagar

Registration Document

- ✓ Mark sheet – 10th/12th/Graduation/other
- ✓ Aadhar Card Photo Copy
- ✓ 2- Photo Passport size

Semester – I (Basic & Designing)

MS Office

1. MS Office

- ✓ MS Excel & Advance Excel
- ✓ MS Power Point
- ✓ MS Access
- ✓ Outlook
- ✓ MIS

2. Accounting

- ✓ Basic & Advance Taxation

Semester – II (Basic & Designing)

- ✓ Tally (ERP & Prime) with GST
- ✓ Busy with GST
- ✓ Banking
- ✓ GST Return (Online Process)
- ✓ Balance Sheet Finalization
- ✓ TDS