

Chiang Kai Shek College

菲律賓中正學院

<p><u>CKS COLLEGE INSTITUTIONAL VISION-MISSION</u></p> <p>Education for excellence, geared towards a united Filipino-Chinese community equipped with the basic academic skills, wisdom, and the virtues of propriety, righteousness, incorruptibility and honor, committed to nation building and international concern.</p> <p><u>CORE VALUES</u></p> <p><i>Chiang Kai Shek College challenges stakeholders to lead their lives in accordance to the four Confucian virtues:</i></p> <p>Li (禮, propriety, proper rite)</p> <p>Yi (義, righteousness or justice)</p> <p>Lian (廉, incorruptibility)</p> <p>Chi (恥, honor, sense of shame)</p> <p><i>Concomitant to attaining these values are the cultivation and sustenance of the holistic approach to education, an all-around development in five domains:</i></p> <p>Dé (德, moral)</p> <p>Zhi (智, intellectual)</p> <p>Ti (體, physical)</p> <p>Qún (群, team spirit)</p> <p>Měi (美, aesthetic)</p> <p><i>Based on these Confucian moral values, CKS College simplifies its Core Values as follows:</i></p> <p>Relevant Education</p> <p>Good Character</p> <p>Committed Service</p>	<p><u>COLLEGE VISION STATEMENT</u></p> <p>To become the preferred Filipino-Chinese college that offers high quality, learner-centered, and outcome-based education to future entrepreneurs, professionals, and managers in the fields of business, IT, and education.</p> <p><u>COLLEGE MISSION STATEMENT</u></p> <p>CKS College is a preeminent Filipino-Chinese college that seeks to grow, educate, and train future entrepreneurs and leaders who will make significant contributions to society.</p> <p>It endeavors to create a learning environment that balances theory with practice, so as to equip students with the necessary knowledge, skills, and values that will enable them to succeed in their respective fields.</p> <p>In partnership with CKS College faculty, staff, and administration, and through stronger linkages with various organizations, CKSC alumni, businessmen, and professionals, it shall continuously make its degree programs more adaptive and relevant to changing educational, social, technological, and business environments, thereby bridging the gap between academe and industry.</p> <p>It shall supply various sectors with capable, competent, and pro-active educators, accountants, managers, marketers, IT experts, and entrepreneurs who shall be known for their commitment, excellence, passion, and integrity.</p> <p><u>CKS COLLEGE INSTITUTIONAL OBJECTIVES</u></p> <ol style="list-style-type: none"> To train bright and capable leaders of society To prepare people for the task of building a better and stronger nation To harvest and share great ideas from Eastern and Western cultures To enhance friendship and understanding between Filipinos and Chinese 	<p><u>PROGRAM OUTCOMES (PO)</u></p> <p>1. Common to All Programs</p> <ol style="list-style-type: none"> 1.1 Recognize and examine the trends and developments in one's field of specialization. 1.2 Effectively communicate orally and in writing using English, Filipino, mother tongue language, and an appropriate Foreign Language required by the industry. 1.3 Work effectively and independently in multi-disciplinary and multi-cultural teams. 1.4 Act in recognition of professional, social, and ethical responsibilities. 1.5 Preserve and promote Filipino historical heritage and cultural values. 1.6 Engage in ongoing, voluntary, and self-motivated pursuit of knowledge (lifelong learning). 1.7 Demonstrate the values of propriety, righteousness, incorruptibility, and honor. <p>2. Common to the Business and Management Discipline</p> <ol style="list-style-type: none"> 2.1 Perform the basic management functions, such as planning, organizing, staffing, leading, and controlling. 2.2 Apply proper decision making tools to critically, analytically, and creatively solve problems and drive results. 2.3 Apply the basic concepts that underlie each of the functional areas of business (marketing, finance, human resources management, production and operations management, information technology, and strategic management) and employ these concepts in various business situations. 2.4 Apply information and communication technology (ICT) skills as required by the business environment. 2.5 Work effectively with other stakeholders and manage conflict in the workplace. 2.6 Employ entrepreneurial skills in planning and implementing business activities. 2.7 Demonstrate high personal moral and ethical standards, organizational citizenship, and corporate social responsibility. <p>3. Specific to the Accountancy Program</p> <ol style="list-style-type: none"> 3.1 Resolve business issues and problems, with a global and strategic perspective using their knowledge and technical proficiency in the areas of financial accounting & reporting, cost accounting & management, management accounting & control, taxation, and accounting information systems; 3.2 Conduct accountancy research through independent studies of relevant literature and appropriate use of accounting theory and methodologies; 3.3 Employ technology as a business tool in capturing financial and non-financial information, generating reports and making decisions; 3.4 Apply knowledge and skills that will enable them to successfully respond to various types of assessments (including professional and certifications); 3.5 Confidently maintain a commitment to good corporate citizenship, social responsibility and ethical practice in performing functions as an accountant. 3.6 Use financial & non-financial information to conduct sustainability and strategic audit of various business organizations.
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COURSE SYLLABUS

Course Code : ACTAX2 Course Title : Business and Transfer Taxation Credit : 3.0 Units Instructor : Class Day : Class Time : Classroom : Consultation Schedule :	Course Description: This course as a continuation of income taxation will expose you to the principles and laws of Business and Transfer Taxes, its standards and procedures, and corresponding promulgations and how they are applied in a realistic Philippine setting. The course covers gratuitous transfers, business taxes applied to onerous transfers on sales, barter and exchange of property and service, procedural tax remedies available both to the state and taxpayers, and the latest provisions on economic zone taxes and electronic filing and payment of taxes based on the provisions of the National Internal Revenue Code, latest Revenue Regulations, BIR and Court rulings, Civil Code and Family Code. A profound understanding of the provisions of these rulings will strengthen your analytical capabilities necessary in taking relevant governmental examinations, application to practical industry customs, future employment or entrepreneurship.
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Course Outcomes	Program Outcomes Addressed by the Course Outcomes
1. Distinguish taxable transactions, accurately determine the correct tax values and prepare specific tax returns by applying your understanding to similar tax related problems in accordance with the Philippine Laws on Business and Transfer Taxes.	2.2 Apply proper decision making tools to critically, analytically, and creatively solve problems and drive results.
2. Determine solution alternatives to tax transaction and cases that have positive impact on the local community and the country as a whole.	2.2 Apply proper decision making tools to critically, analytically, and creatively solve problems and drive results. 3.1 Acquire, analyze, and synthesize business and industry data for strategic and operational decision-making and to devise innovative business ideas. 3.2 Engage in business research by identifying, analyzing, and solving business problems and applying appropriate quantitative and qualitative tools and frameworks.
3. Exhibit acquired skills in taxation as applied to onerous and gratuitous transfer transactions by solving and presenting solutions to relevant problems and cases.	2.2 Apply proper decision making tools to critically, analytically, and creatively solve problems and drive results. 3.2 Engage in business research by identifying, analyzing, and solving business problems and applying appropriate quantitative and qualitative tools and frameworks. 3.3 Define and formulate relevant corporate, business, functional-area, and operational plans and strategies for economic sustainability. 3.5 Demonstrate effective oral and written communication skills in various business contexts.

Course Outcomes	Program Outcomes Addressed by the Course Outcomes
4. Practice critical thinking and communication skills by carefully analyzing and interpreting taxable transactions problems and cases.	2.1 Perform the basic management functions, such as planning, organizing, staffing, leading, and controlling. 2.5 Work effectively with other stakeholders and manage conflict in the workplace. 3.4 Manage and coordinate people, business processes, and business resources. 3.6 Employ critical thinking skills to evaluate the practical implications of organizational policies, decisions, and strategy.
5. Clarify acquired knowledge of the Revenue Regulations and Tax Rulings by solving different transfer and business taxes problems and exercises.	2.3 Apply the basic concepts that underlie each of the functional areas of business (marketing, finance, human resources management, production and operations management, information technology, and strategic management) and employ these concepts in various business situations. 2.6 Employ entrepreneurial skills in planning and implementing business activities. 3.3 Define and formulate relevant corporate, business, functional-area, and operational plans and strategies for economic sustainability.
6. Categorize social responsibilities of business organizations required to solve a business dilemma present in different tax cases.	2.2 Apply proper decision making tools to critically, analytically, and creatively solve problems and drive results. 2.6 Employ entrepreneurial skills in planning and implementing business activities. 3.5 Demonstrate effective oral and written communication skills in various business contexts.
7. Integrate values by interpreting, judging and evaluating tax transactions in the light of moral perspective that deals with actual business-related and tax scenarios	2.7 Demonstrate high personal moral and ethical standards, organizational citizenship, and corporate social responsibility. 3.7 Recommend ethical behaviors, promote corporate social responsibility, and engage in social enterprise.

Course Requirements:

- Class Participation. Attendance to all lectures and required alternative activities is highly encouraged. Students are expected to actively participate in discussions and to be respectful of each other’s views, opinions, and insights. It is part of the student’s responsibility to prepare for each class session by reading the assigned materials (textbook, references, journals, websites, hand-outs, etc.), as indicated in the Course Plan.
- Quizzes. Pre-discussion and post-discussion quizzes shall help assess student learning on a more regular basis. Such quizzes are unannounced. Pre-discussion quizzes shall help assess how well the student prepared for the session. They shall help students develop lifelong learning skills. Post-discussion quizzes shall help assess how much students learned from lectures and classroom discussions.
- Midterm & Final Exams. The Midterm and Final Exams shall be comprehensive and shall be administered as per the schedule set by the CKS College HEI Deans’ Council.
- Case Analysis. Students shall be assigned to groups and each group shall be assigned a case to work on. Written case reports shall be submitted prior to midterms. Students are required to follow the format provided. Cases are selected and assigned to help students gain a deeper understanding of concepts learned as they observe, analyze, and critique how companies solve accounting and auditing problems.

Grading System:

Midterm Class Standing	=	Quizzes & Exams *70% + Recitation *30%
Midterm Grade	=	Midterm Class Standing *60% + Midterm Exam * 40%
Final Class Standing	=	Quizzes & Exams Before & After Midterms * 70% + Recitation *30%
Final Grade	=	Final Class Standing * 60% + Midterm Exam * 20% + Final Exam * 20%

Grade Score Equivalent (GSE):

Rating	GSE	Rating	GSE
98 to 100	1.00	77 to 79	2.75
95 to 97	1.25	75 to 76	3.00
92 to 94	1.50	< 75	5.00
89 to 91	1.75	No Grade	NG
86 to 88	2.00	Authorized	AW
83 to 85	2.25	Withdrawal	
80 to 82	2.50		

Textbook:

- Banggawan, Rex (2017).*Transfer and Business Taxation Principles and Laws with Accounting Applications*(7th ed.). Baguio City

References:

- Ampongan, O. E. (2015).*Transfer and Business Taxation* (7th ed.). Manila: Conanan Educational Supply
- Reyes, V. D. (2015).*The Philippine Transfer and Business Taxation*. Manila: Conanan Educational Supply
- Ballada, W. (2015).*Transfer and Business Taxation* (12th ed.). Manila: Dom Dane Publishing & Made Easy Books
- Aduana, N.L. (2014).*Simplified and Procedural Handbook on Transfer and Business Taxation* (2nd ed.). Quezon City: C&E Publishing Inc
- <https://www.bir.gov.ph/>

Course Plan:

Week	Inclusive Date/s	Learning Outcome/s	Topic/s	Reference/s	Teaching-Learning Activities	Assessment Methods
1		<ul style="list-style-type: none">• Discussing the concept of onerous transfers and the Value Added Tax (VAT).• Identifying the transactions subject to Value Added Tax.• Differentiating the VAT taxable, exempt and zero-rated transactions from each other.• Discussing the concept of Output tax on Sales of Goods or Properties (Actual Sales, Deemed Sales and Zero-rated Sales).• Discussing the concept and computation of Output tax on Sales of Services and Lease of Properties (Actual Sales, Deemed Sales and Zero-rated Sales) and on Importation.• Discussing the concept of Input Tax Identifying and differentiating the different types of input taxes	<ul style="list-style-type: none">• Concept of Value Added Tax, Output Tax, Input Tax and Net VAT Payable	<ul style="list-style-type: none">• Suggested Readings:<ul style="list-style-type: none">◦ Banggawan, Chapters 1-2	<ul style="list-style-type: none">• Lecture• Class Discussion	<ul style="list-style-type: none">• Recitation• Quiz
2-3		<ul style="list-style-type: none">• Illustrating the computation of Net Value Added Tax• Illustrating the computation of VAT Refundable• Discussing and illustrating the Quarterly VAT Computation Determining the Mandatory and Optional registration under the VAT system• Identifying the applicable Invoicing Requirements of VATable Transactions	<ul style="list-style-type: none">• The Net Value Added Tax VAT Administrative and Other Compliance Requirements	<ul style="list-style-type: none">• Suggested Readings:<ul style="list-style-type: none">◦ Baggawan, Chapters3-4	<ul style="list-style-type: none">• Lecture• Class Discussion	<ul style="list-style-type: none">• Recitation• Quiz

Week	Inclusive Date/s	Learning Outcome/s	Topic/s	Reference/s	Teaching-Learning Activities	Assessment Methods
		<ul style="list-style-type: none"> Preparing the VAT Return, discussing the deadline for the payment of VAT and the legal implications for its non-payment. 				
4-5		<ul style="list-style-type: none"> Discussing the concept of Percentage Tax Determining the Percentage Taxable Transactions, their tax bases and tax rates Discussing the Registration Requirements under the Percentage Tax System Illustrating the Computation of Net Percentage Tax Preparing the Percentage Tax Return Discussing the deadline for the payment of Percentage Tax and the legal implications for its non-payment 	<ul style="list-style-type: none"> Percentage Taxes 	<ul style="list-style-type: none"> Suggested Readings: Banggawan, Chapters 5-6 	<ul style="list-style-type: none"> Lecture Class Discussion Case Analysis 	<ul style="list-style-type: none"> Recitation Quiz Submission of Homework
6		<ul style="list-style-type: none"> Discussing the concept of Excise Tax Determining the Excise Taxable Transactions, their tax bases and tax rates Discussing the Registration Requirements under the Excise Tax System Illustrating the Computation of Net Excisable Tax Preparing the Excise Tax Return, discussing the deadline for the payment of Excise Tax and the legal implications for its non-payment 	<ul style="list-style-type: none"> Excise Taxes 	<ul style="list-style-type: none"> Suggested Readings: o Banggawan, Chapters 7 & 8 	<ul style="list-style-type: none"> Lecture Class Discussion Case Analysis 	<ul style="list-style-type: none"> Recitation Quiz
7-8		<ul style="list-style-type: none"> Discussing the concepts of Community Tax and Documentary Taxes Determining the Taxable Transactions, the tax payers, tax bases and tax rates Discussing the Registration Requirements under the Local Tax System Illustrating the Computation of Local Taxes Preparing the various Local Tax Returns, discussing the deadline for the payment of these local taxes and the legal implications for their non-payment 	<ul style="list-style-type: none"> Local Taxes 	<ul style="list-style-type: none"> Suggested Readings: o Banggawan, Chapter 9-10 	<ul style="list-style-type: none"> Lecture Class Discussion 	<ul style="list-style-type: none"> Recitation Quiz
9						Midterm Exam

Week	Inclusive Date/s	Learning Outcome/s	Topic/s	Reference/s	Teaching-Learning Activities	Assessment Methods
10-11		<ul style="list-style-type: none"> Defining and explaining the concept of succession as gratuitous transfer Differentiating the kinds of succession Identifying the division of the estate Illustrating the manner of gross estate calculation 	<ul style="list-style-type: none"> Basic Concepts Of Succession 	<ul style="list-style-type: none"> Suggested Readings: <ul style="list-style-type: none"> Banggawan, Chapters 11-12 	<ul style="list-style-type: none"> Lecture Class Discussion Case Analysis 	<ul style="list-style-type: none"> Recitation Quizzes
12-13		<ul style="list-style-type: none"> Discussing the basic concept of Gross Estate Identifying the composition and valuation, exemptions and exclusions of/from the Gross Estate 	<ul style="list-style-type: none"> Gross Estate Determination 	<ul style="list-style-type: none"> Suggested Readings: <ul style="list-style-type: none"> Banggawan, Chapters 13-14 	<ul style="list-style-type: none"> Lecture Class Discussion Case Analysis 	<ul style="list-style-type: none"> Recitation Quizzes
14-15		<ul style="list-style-type: none"> Defining the concept of Gross Estate Deductions – Ordinary (ELITE, Transfer for Public Purpose, Vanishing Deductions, Medical Expenses and RA 4917) and Special (Standard deduction, Share of Surviving Spouse and Family Home 	<ul style="list-style-type: none"> Deductions from Gross Estate 	<ul style="list-style-type: none"> Suggested Readings: <ul style="list-style-type: none"> Banggawan, Chapters 15-16 	<ul style="list-style-type: none"> Lecture Class Discussion 	<ul style="list-style-type: none"> Class Discussion Recitation
16		<ul style="list-style-type: none"> Defining and illustrating the computation of Net Taxable Estate Defining and illustrating the computation of the Net Taxable Estate of a Married decedent Discussing the implications of Estate Taxation on the taxpayer and other stakeholders Preparing the Estate Tax Return, discussing the deadline for the payment of Estate Tax and the legal implications for its non-payment. 	<ul style="list-style-type: none"> Net Taxable Estate and Estate Tax Due 	<ul style="list-style-type: none"> Suggested Readings: <ul style="list-style-type: none"> Banggawan, Ch17 	<ul style="list-style-type: none"> Lecture Class Discussion 	<ul style="list-style-type: none"> Recitation Quizzes
17		<ul style="list-style-type: none"> Discussing the concept of Donation. Identifying the items of Gross Gift and their proper valuation. Identifying the items of deductions from gross gifts and their proper valuation. Illustrating the valuation of Net Taxable Gift for a different types of donors and gifts. Preparing the Donor's Tax Return , discussing the deadline for the payment of Donor's Tax and the legal implications for its non-payment 	<ul style="list-style-type: none"> Donor's Taxes 	<ul style="list-style-type: none"> Suggested Readings: <ul style="list-style-type: none"> Banggawan, Ch18 	<ul style="list-style-type: none"> Lecture Class Discussion 	<ul style="list-style-type: none"> Recitation Quizzes
18						<ul style="list-style-type: none"> Final Exam

Course Policies:

Academic Integrity	CKSian values include propriety, righteousness, incorruptibility, and honor. Students should exercise such values both inside and outside the classroom. Students are expected to value the importance of education and should recognize that such involves hard work and sacrifice. Academic dishonesty— whether in the form of plagiarism (intentional or unintentional), cheating in exams and assignments, non-contribution to the group project, or the like— shall not be tolerated and shall strictly be subjected to the penalties indicated in the CKS College Student Handbook.
Tardiness	A student who incurs more than 12 hours of absences or twenty (20) percent of the prescribed number of class periods during the semester would be given a failing grade and given no credit for the course or subject. A student may be accepted in class even if he/she arrives late provided that it is not more than 25% of the class/session. A recorded tardiness is considered 1/3-absence, which if added to two other recorded tardiness will be equivalent to a full absence recorded against a student.
Use of Mobile Devices	Once inside the classroom, the student is expected to focus on his role as a learner. Distractions should be avoided. Students are not allowed to use mobile phones, tablets, or other gadgets in class. Mobile phones should be switched off or placed in silent mode.
Make-Up Quizzes/ Exams	No make-up quiz shall be given to a student who is absent for the class period. For pre-discussion quizzes administered at the beginning of the class period, students are not allowed to enter the classroom in the middle of the quiz. Latecomers are advised to wait outside the classroom until the students present are finished taking the quiz. No make-up quiz shall be given to latecomers. For long exams, make-up exams may be given only upon presentation of an approved Application for Excuse Absence. For students who are unable to take the Midterm or the Final Exams, an approved Application for Excuse Absence and an approved Application for Special Examination should be submitted to the instructor before the make-up exam can be scheduled and administered.
Group Contribution in Project/s	The groupings for the project/s shall be determined at the beginning of the semester. Once assigned to a group, students shall not, under any circumstance, be allowed to switch groups. Students are expected to exercise teamwork and contribute meaningfully to the group project. A duly accomplished peer evaluation form shall be submitted by each group member along with the group’s written report.
Consultation	If needed, students are highly encouraged to schedule consultation with the faculty within the consultation schedule provided. Such shall be conducted at the consultation area in the CKS College Faculty Room.
Others	Both student and faculty are responsible for maximization of class contact hours to ensure satisfaction of course learning outcomes. Once the class period has started, no one is allowed to leave the classroom, unless officially requested by the Administration Office and/or allowed by the instructor. Leaving the classroom at any time within the scheduled class period, whether for short or extended periods of time, is strongly discouraged. Students should go to the toilet before or after class, or during the scheduled break within 3-hour class periods.

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