

**DESCRIPTION OF STUDY COURSE**

<b>Course unit title</b>	<b>Taxes, Tax Audit and Optimization</b>
<b>Programme</b>	Bachelor International Finance
<b>Year of study</b>	4th year
<b>Level of course unit (e.g. first, second or third cycle)</b>	First, Bachelor's study
<b>Course unit code</b>	<b>BFa021</b>
<b>Name of lecturer(s)</b>	Elīna Putniņa
<b>Credit points</b>	9 ECTS
<b>Language of instruction</b>	English
<b>Type of course unit (compulsory, optional)</b>	Compulsory
<b>Semester when the course unit is delivered</b>	7
<b>Mode of delivery</b>	Face-to-face.
<b>Aim of Course</b>	The aim of the course is to provide students with knowledge about the tax law in the Republic of Latvia, its legislative amendments and their impact onto taxpayers on the level of households, businesses and national economy; understand the role of tax policy in the national economy; analyze the compliance of national taxes with the EU requirements. In the framework of this course students learn to calculate taxes; acquire practical skills in completing tax surveys and declaration forms; become acquainted with the normative requirements of tax administration and liability for tax payment irregularities
<b>Preliminary knowledge (prerequisites and co-requisites)</b>	Financial Accounting I, II
<b>Course contents</b>	<ol style="list-style-type: none"> <li>1. The concept of the tax system and its structural elements.</li> <li>2. Tax and fee payers as defined in specific tax and fee laws; their rights and obligations. Responsibilities of taxpayers.</li> <li>3. Calculation of taxes, compiling tax surveys, result analysis, tax payment procedures, extending deadlines and overpaid tax repayment terms.</li> <li>4. Economic, social, political, international and administrative factors influencing tax policies.</li> <li>5. International tax laws and regulations: conventions, regulations, directives.</li> </ol>
<b>Planned learning activities and teaching methods</b>	<p>Students attend lectures, if necessary – consultations, and take tests and final written exam.</p> <p>The total evaluation of the course consists of test evaluation - 30% and knowledge demonstrated during the exam - 70%.</p>

	<b>Teaching methods</b>	Student work load (1 CP = 40 hours of student work)
	Lecture	12%
	Group work	4%
	Seminars	34%
	Independent work/ work on a presentation	10%
	Work at the library, independent studies	40%
		Total 240 hours
<b>Learning outcomes of the course unit</b>	<ol style="list-style-type: none"> <li>Students are able to evaluate and apply normative acts regulating tax system while developing their literature analysis competences.</li> <li>Students understand algorithms applied in direct tax calculation and are able to calculate direct taxes and complete surveys while developing time planning and teamwork competencies.</li> <li>Students understand algorithms applied in indirect tax calculation, can calculate indirect taxes and complete tax surveys.</li> <li>Students understand the basic principles of tax planning; are able to evaluate tax burden affecting company sales, tax and profit and formulate suggestions to reduce tax burden.</li> <li>Students understand tax-planning principles on an international level and have developed their written argumentation competences.</li> </ol>	
<b>Assessment methods and criteria</b>	Study outcomes	1.      2.      3.      4.      5.
	The form of assessment	1.      2.      3.      4.      5.
	1. Written work in a classroom	•      •           •      •
	2. Written work in a classroom	•           •      •      •
	Practical work	•      •      •           •
	Independent studies	•      •      •           •
	Group work	•      •      •           •
Written examination	•      •      •      •      •	
<b>Recommended or required reading</b>	<p>Compulsory literature: Professor's worked out course materials</p> <p>Recommended literature:</p> <ol style="list-style-type: none"> <li>Ketners K. Titova S. Nodokļu politika Eiropas Savienības vidē/BA biznesa un finanšu pētniecības centrs, Rīga 2013.</li> <li>Introduction to European tax law : direct taxation / edited by Michael Land,Pasquale Pistone ...[et al.]. 4th edition, Spiramus Press, 2016</li> </ol>	
<b>Recommended optional programme components</b>	To be agreed at the start of the course	