Postgraduate Diploma Incorporation of Companies and their Tax Obligations





## **Postgraduate Diploma** Incorporation of Companies and their Tax Obligations

- » Modality: online
- » Duration: 6 months
- » Certificate: TECH Technological University
- » Dedication: 16h/week
- » Schedule: at your own pace
- » Exams: online

Website: www.techtitute.com/us/school-of-business/postgraduate-diploma/postgraduate-diploma-incorporation-companies-tax-obligations

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## 01 **Welcome**

Knowing the life of a company from a tax perspective is essential for professionals in the area. Therefore, this program covers the process from the incorporation of the company to its transfer or dissolution. Likewise, there will be an analysis of the basic concepts of business accounting, with special emphasis on the aspects most related to taxation, as well as the various excise taxes, both manufacturing and environmental taxes, their regulation and management. Thus, upon successfully completing the program, the students will have acquired the necessary skills to successfully advise companies in different sectors.

> Postgraduate Diploma in Incorporation of Companies and their Tax Obligations. TECH Technological University

> > 101

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The figure of the upright, inflexible and authoritarian manager has become obsolete. A new profile has emerged, one that is much more in line with new trends and stands out for being technologically savvy, practising active listening and being self-critical of their work"

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# 02 Why Study at TECH?

TECH is the world's largest 100% online business school. It is an elite business school, with a model based on the highest academic standards. A world-class center for intensive managerial skills education.

## Why Study at TECH? | 07 tech

TECH is a university at the forefront of technology, and puts all its resources at the student's disposal to help them achieve entrepreneurial success"

## tech 08 | Why Study at TECH?

## At TECH Technological University



## Innovation

The university offers an online learning model that balances the latest educational technology with the most rigorous teaching methods. A unique method with the highest international recognition that will provide students with the keys to develop in a rapidly-evolving world, where innovation must be every entrepreneur's focus.

*"Microsoft Europe Success Story"*, for integrating the innovative, interactive multi-video system.



## The Highest Standards

Admissions criteria at TECH are not economic. Students don't need to make a large investment to study at this university. However, in order to obtain a qualification from TECH, the student's intelligence and ability will be tested to their limits. The institution's academic standards are exceptionally high...



## of TECH students successfully complete their studies



### Networking

Professionals from countries all over the world attend TECH, allowing students to establish a large network of contacts that may prove useful to them in the future.



executives prepared each year

## +200

different nationalities



#### Empowerment

Students will grow hand in hand with the best companies and highly regarded and influential professionals. TECH has developed strategic partnerships and a valuable network of contacts with major economic players in 7 continents.



collaborative agreements with leading companies

### Talent

This program is a unique initiative to allow students to showcase their talent in the business world. An opportunity that will allow them to voice their concerns and share their business vision.

After completing this program, TECH helps students show the world their talent.



#### **Multicultural Context**

While studying at TECH, students will enjoy a unique experience. Study in a multicultural context. In a program with a global vision, through which students can learn about the operating methods in different parts of the world, and gather the latest information that best adapts to their business idea.

TECH students represent more than 200 different nationalities.



## Why Study at TECH? | 09 tech

TECH strives for excellence and, to this end, boasts a series of characteristics that make this university unique:



#### Analysis

TECH explores the student's critical side, their ability to question things, their problem-solving skills, as well as their interpersonal skills.



### Learn with the best

In the classroom, TECH's teaching staff discuss how they have achieved success in their companies, working in a real, lively, and dynamic context. Teachers who are fully committed to offering a quality specialization that will allow students to advance in their career and stand out in the business world.

Teachers representing 20 different nationalities.

6 6 At

At TECH, you will have access to the most rigorous and up-to-date case analyses in academia"



#### **Academic Excellence**

TECH offers students the best online learning methodology. The university combines the *Relearning* methodology (the most internationally recognized postgraduate learning methodology) with Harvard Business School case studies. A complex balance of traditional and state-of-the-art methods, within the most demanding academic framework.



#### **Economy of Scale**

TECH is the world's largest online university. It currently boasts a portfolio of more than 10,000 university postgraduate programs. And in today's new economy, **volume + technology = a ground-breaking price**. This way, TECH ensures that studying is not as expensive for students as it would be at another university.

# 03 Why Our Program?

Studying this TECH program means increasing the chances of achieving professional success in senior business management.

It is a challenge that demands effort and dedication, but it opens the door to a promising future. Students will learn from the best teaching staff and with the most flexible and innovative educational methodology.

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We have highly qualified teachers and the most complete syllabus on the market, which allows us to offer you education of the highest academic level"

## tech 12 | Why Our Program?

This program will provide you with a multitude of professional and personal advantages, among which we highlight the following:



#### A Strong Boost to Your Career

By studying at TECH, students will be able to take control of their future and develop their full potential. By completing this program, students will acquire the skills required to make a positive change in their career in a short period of time.

70% of students achieve positive career development in less than 2 years.



## Develop a strategic and global vision of the company

TECH offers an in-depth overview of general management to understand how each decision affects each of the company's different functional fields.

Our global vision of companies will improve your strategic vision.



### Consolidate the student's senior management skills

Studying at TECH means opening the doors to a wide range of professional opportunities for students to position themselves as senior executives, with a broad vision of the international environment.

## You will work on more than 100 real senior management cases.



#### You will take on new responsibilities

The program will cover the latest trends, advances and strategies, so that students can carry out their professional work in a changing environment.

45% of graduates are promoted internally.

## Why Our Program? | 13 tech



#### Access to a powerful network of contacts

TECH connects its students to maximize opportunities. Students with the same concerns and desire to grow. Therefore, partnerships, customers or suppliers can be shared.

> You will find a network of contacts that will be instrumental for professional development.



#### Thoroughly develop business projects

Students will acquire a deep strategic vision that will help them develop their own project, taking into account the different fields in companies.

20% of our students develop their own business idea.



#### Improve soft skills and management skills

TECH helps students apply and develop the knowledge they have acquired, while improving their interpersonal skills in order to become leaders who make a difference.

Improve your communication and leadership skills and enhance your career.



#### You will be part of an exclusive community

Students will be part of a community of elite executives, large companies, renowned institutions, and qualified teachers from the most prestigious universities in the world: the TECH Technological University community.

We give you the opportunity to study with a team of world-renowned teachers.

# 04 **Objectives**

This program is designed to strengthen the management and leadership skills of business professionals, in addition to developing new competencies and skills that will be essential for their professional development. After the program, they will be equipped to make global decisions with an innovative perspective and an international vision.

Thanks to this program you will acquire a fluent knowledge of tax legislation that will be fundamental for your professional development"

## tech 16 | Objectives

TECH makes the goals of their students their own goals too. Working together to achieve them.

The Postgraduate Diploma in Incorporation of Companies and their Tax Obligations train you to:



Understand the material and formal tax obligations for the incorporation of a company and to be able to carry out its formalities



Identify the taxes applicable to the transfer of the company depending on the type of operation for which it is carried out



Be familiar with the different taxes required throughout the life of the company, both for obtaining income and for carrying out operations or for the exercise of the activity





Knowing the obligations of the company as a withholder and being able to calculate withholdings and payments on account



Learn the tax consequences of the succession of a company, as well as the liability of the acquirer of the company and the conditions for the subrogation of the latter in the position of the transferor

## Objectives | 17 tech

06

Understand the formal duties incumbent on the entrepreneurs



Obtain a fluent knowledge of the legislation, administrative doctrine and jurisprudence on the subject





Acquire the necessary knowledge to be able to make the best decisions in tax matters

07

Be able to carry out tax formalities telematically



Obtain updated information on tax inspection

## tech 18 | Objectives

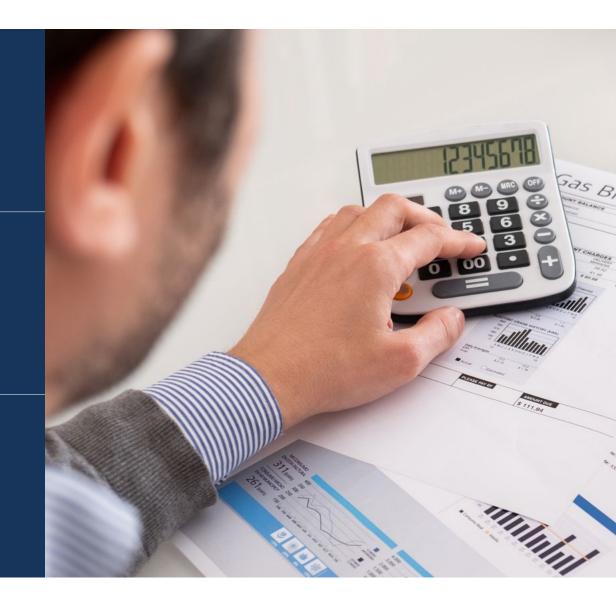
Have an in-depth knowledge of the tax collection procedure



Know how to identify possible tax infringements and apply appropriate sanctions



Understanding the dynamics of excise taxes







Get to know the peculiar management of manufacturing taxes



Understand how the various excise taxes are calculated



Know how to settle excise taxes

## 05 Structure and Content

The Postgraduate Diploma in Incorporation of Companies and their Tax Obligations is a tailor-made program delivered in a 100% online format so that you can choose the time and place that best suits your availability, schedule and interests. A program that takes place over 6 months and is intended to be a unique and stimulating experience that lays the foundations for their success as a advisors managers.

A complete syllabus that will help you to advise entrepreneurs for the start-up of their new businesses"

## tech 22 | Structure and Content

## Syllabus

The Postgraduate Diploma in Incorporation of Companies and their Tax Obligations at TECH Technological University is an intensive program that prepares professionals to face business challenges and decisions at both a national and international level. The main objective is to promote your personal and professional growth, helping you achieve success.

The content of the Postgraduate Diploma in Incorporation of Companies and their Tax Obligations is designed to promote the development of managerial skills that enable more rigorous decision-making in uncertain environments.

Throughout 450 hours of study, the students analyze a multitude of practical cases through individual work, achieving effective learning that can be put into practice during their daily work. It is, therefore, an authentic immersion in real business situations.

This Postgraduate Diploma deals in depth with all areas of the company and is designed for professionals to understand accounting management from a strategic, international and innovative perspective. A plan designed for students, focused on their professional improvement and preparing them to achieve excellence in the field of management and business management. A program that understands both the student's and their company's needs through innovative content based on the latest trends, and supported by the best educational methodology and an exceptional faculty, which will provide you with the skills to solve critical situations, creatively and efficiently.

This Postgraduate Diploma takes place over 6 months and is divided into 3 modules:

Module 1	Incorporation, Transfer and Formal Duties of the Company
Module 2	The application of taxes, the tax penalty system and the review of tax matters
Module 3	Excise and Environmental Taxes



## Structure and Content | 23 tech

### Where, when, and how it is taught

TECH offers the possibility of taking this program completely online. Throughout the 6 months of training, you will be able to access all the contents of this program at any time, allowing you to self-manage your study time.

A unique, key, and decisive educational experience to boost your professional development and make the definitive leap.

Mod	ule 1. Incorporation, Transfer and Forn	nal Dut	ies of the Company				
1.1.1. 1.1.2.	Incorporation of the company: tax obligations The census declaration Tax on Corporate Transactions. Taxation of Documented Legal Acts The Tax on Economic Activities (IAE)	1.2.	Periodic and non-periodic tax returns	1.3.	Liability of directors and administrators	1.4.	Withholdings to be made by the company
1.5.1. 1.5.2. 1.5.3. 1.5.4.	Taxation of the Transfer of the Company By inter vivos act By act mortis causa The effects of subrogation and business succession Liability of the acquirer of the company and of the subcontractor	1.6.1. 1.6.2. 1.6.3.	Collaboration with the Tax Administration The Company as a Collaborator The obligations of information by supply and by means of requirement Verification of compliance with formal obligations	<b>1.7.</b> 1.7.1. 1.7.2.			Electronic notifications Voluntary subscription electronic notification Mandatory electronic notifications -NEO-
1.9.1. 1.9.2.	New technologies in the relationship with the AEAT Web-based IT solutions Software applications for mobile devices	_	. Electronic Invoice y system and the review of tax matters				
	Common rules for the application of taxes		Tax management I	2.3.	Tax management II	2.4.	Tax inspection I
2.5.	Tax inspection II	2.6.	Tax Collections I	2.7.	Tax Collections II	2.8.	Tax offenses and penalties I
2.9.	Tax offenses and penalties II	2.10	. Revision procedures in tax matters				
Mod	ule 3. Excise and Environmental Taxes	:					
3.1.	Excise taxes: introduction	3.2.	Manufacturing Excise Taxes	3.3.	Excise Tax on Coal	3.4.	Excise tax on certain means of transport
3.5.	Tax on the value of electric energy production	3.6.	Tax on the production of spent nuclear fuel and radioactive waste resulting from the generation of electric power	3.7.	Tax on the storage of spent nuclear fuel and radioactive waste in centralized facilities	3.8.	Tax on fluorinated greenhouse gases

3.9. Tax on the value of gas, oil and condensate extraction 3.10. Tax on plastics



#### Structure and Content | 25 tech 1040 Department of the Treasury-Internal Revenue Service Form (99) 2 **U.S. Individual Income Tax Return** For the year Jan. 1-Dec. 31, 2014, or other tax year beginning 7.00 Your first name and initial Last name 7.30 8.00 8.30 If a joint return, spouse's first name and initial Last name 9.00 9.30 Home address (number and street). If you have a P.O. box, see instruction 10.00 10,2 17 City, town or post office, state, and ZIP code. If you have a foreign address, Foreign country name Single **Filing Status** Married filing jointly 2 Check only one Married filing sepa 3 box. and name he arself. If 6a **Exemptions** pouse endents If more than four dependents, sr instructions 🐔 check here d Inc rm(s) e. Also b Forms G.

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# 06 **Methodology**

This academic program offers students a different way of learning. Our methodology uses a cyclical learning approach: *Relearning.* 

This teaching system is used, for example, in the most prestigious medical schools in the world, and major publications such as the **New England Journal of Medicine** have considered it to be one of the most effective.





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Discover Relearning, a system that abandons conventional linear learning, to take you through cyclical teaching systems: a way of learning that has proven to be extremely effective, especially in subjects that require memorization"

## tech 28 | Methodology

## TECH Business School uses the Case Study to contextualize all content

Our program offers a revolutionary approach to developing skills and knowledge. Our goal is to strengthen skills in a changing, competitive, and highly demanding environment.

666 At TECH, you will experience a learning methodology that is shaking the foundation methodology that is shaking the foundations of traditional universities around the world"



This program prepares you to face business challenges in uncertain environments and achieve business success.

## Methodology | 29 tech



Our program prepares you to face new challenges in uncertain environments and achieve success in your career.

## A learning method that is different and innovative

This TECH program is an intensive educational program, created from scratch to present executives with challenges and business decisions at the highest level, whether at the national or international level. This methodology promotes personal and professional growth, representing a significant step towards success. The case method, a technique that lays the foundation for this content, ensures that the most current economic, social and business reality is taken into account.



You will learn, through collaborative activities and real cases, how to solve complex situations in real business environments"

The case method has been the most widely used learning system among the world's leading business schools for as long as they have existed. The case method was developed in 1912 so that law students would not only learn the law based on theoretical content. It consisted of presenting students with real-life, complex situations for them to make informed decisions and value judgments on how to resolve them. In 1924, Harvard adopted it as a standard teaching method.

What should a professional do in a given situation? This is the question we face in the case method, an action-oriented learning method. Throughout the program, the studies will be presented with multiple real cases. They must integrate all their knowledge, research, argue and defend their ideas and decisions.

## tech 30 | Methodology

## **Relearning Methodology**

TECH effectively combines the Case Study methodology with a 100% online learning system based on repetition, which combines different teaching elements in each lesson.

We enhance the Case Study with the best 100% online teaching method: Relearning.

Our online system will allow you to organize your time and learning pace, adapting it to your schedule. You will be able to access the contents from any device with an internet connection.

At TECH you will learn using a cutting-edge methodology designed to train the executives of the future. This method, at the forefront of international teaching, is called Relearning.

Our online business school is the only one in the world licensed to incorporate this successful method. In 2019, we managed to improve our students' overall satisfaction levels (teaching quality, quality of materials, course structure, objectives...) based on the best online university indicators.



## Methodology | 31 tech

In our program, learning is not a linear process, but rather a spiral (learn, unlearn, forget, and re-learn). Therefore, we combine each of these elements concentrically. With this methodology we have trained more than 650,000 university graduates with unprecedented success in fields as diverse as biochemistry, genetics, surgery, international law, management skills, sports science, philosophy, law, engineering, journalism, history, markets, and financial instruments. All this in a highly demanding environment, where the students have a strong socio-economic profile and an average age of 43.5 years.

> Relearning will allow you to learn with less effort and better performance, involving you more in your specialization, developing a critical mindset, defending arguments, and contrasting opinions: a direct equation to success.

From the latest scientific evidence in the field of neuroscience, not only do we know how to organize information, ideas, images and memories, but we know that the place and context where we have learned something is fundamental for us to be able to remember it and store it in the hippocampus, to retain it in our long-term memory.

In this way, and in what is called neurocognitive context-dependent e-learning, the different elements in our program are connected to the context where the individual carries out their professional activity.



## tech 32 | Methodology

This program offers the best educational material, prepared with professionals in mind:



#### **Study Material**

All teaching material is produced by the specialists who teach the course, specifically for the course, so that the teaching content is highly specific and precise.

These contents are then applied to the audiovisual format, to create the TECH online working method. All this, with the latest techniques that offer high quality pieces in each and every one of the materials that are made available to the student.

30%

10%

8%

3%



#### Classes

There is scientific evidence suggesting that observing third-party experts can be useful.

Learning from an Expert strengthens knowledge and memory, and generates confidence in future difficult decisions.



#### **Management Skills Exercises**

They will carry out activities to develop specific executive competencies in each thematic area. Practices and dynamics to acquire and develop the skills and abilities that a high-level manager needs to develop in the context of the globalization we live in.



#### **Additional Reading**

Recent articles, consensus documents and international guidelines, among others. In TECH's virtual library, students will have access to everything they need to complete their course.

## Methodology | 33 tech



#### **Case Studies**

Students will complete a selection of the best case studies chosen specifically for this program. Cases that are presented, analyzed, and supervised by the best senior management specialists in the world.



#### **Interactive Summaries**

The TECH team presents the contents attractively and dynamically in multimedia lessons that include audio, videos, images, diagrams, and concept maps in order to reinforce knowledge.

This exclusive educational system for presenting multimedia content was awarded by Microsoft as a "European Success Story".



30%



#### **Testing & Retesting**

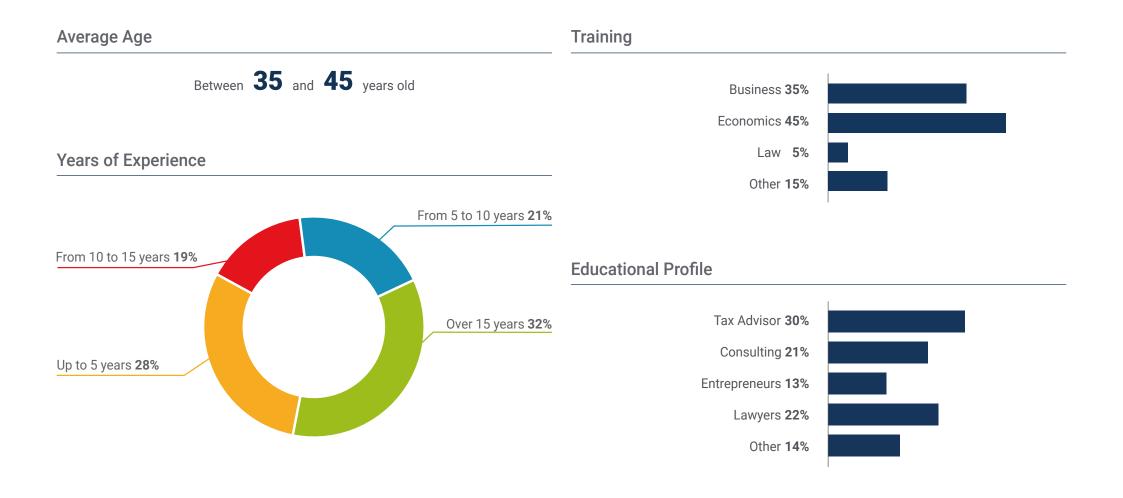
We periodically evaluate and re-evaluate students' knowledge throughout the program, through assessment and self-assessment activities and exercises, so that they can see how they are achieving their goals.

## 07 Our Students' Profiles

The Postgraduate Diploma in Incorporation of Companies and their Tax Obligations is a program aimed at business professionals who want to update their knowledge, discover new developments in tax matters and advance in their professional career. Our students are experienced professionals who are looking for an opportunity to catch up with the latest developments in the sector. This program uses a multidisciplinary approach as the students have a diverse set of academic profiles and represent multiple nationalities.

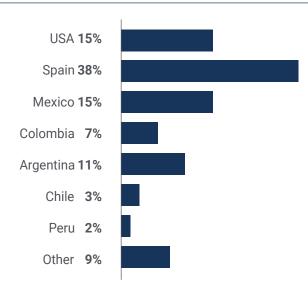
We are looking for experienced professionals who are committed to quality specialization to advance their careers"

## tech 36 | Our Students' Profiles



### Our Students' Profiles | 37 tech

**Geographical Distribution** 





# Jorge Díaz

#### Tax Advisor

"This TECH Postgraduate Diploma has allowed me to continue with my training while I develop my work facet. The quality of the contents and the high predisposition of the faculty to help me with all my doubts have been a plus. In short, I am very happy to have enrolled in this program"

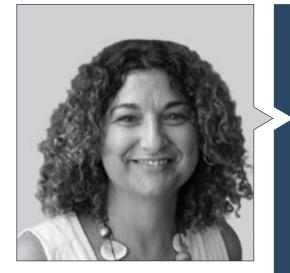
# 08 Course Management

The specialists selected pour into this program the knowledge and experience of years of work. Thanks to this highly enabling qualification and the knowledge provided by a teaching staff composed of leading experts in Incorporation of Companies and their Tax Obligations, the students acquire all the necessary skills to specialize in this sector. In addition, other specialists of recognized prestige in related areas participate in its design and elaboration, completing this program in an interdisciplinary way, making it, therefore, a unique and highly nourishing experience at an academic level for the students.

Don't miss this unique opportunity to qualify yourself by learning from the best experts in Incorporation of Companies and their Tax Obligations"

## tech 40 | Course Management

#### Management



#### Ms. Alguacil Marí, María Pilar

- Professor of Financial and Tax Law
- Member of the editorial board of several scientific journals, such as Civitas Revista Española de Derecho Financiero, and CIRIEC, legal journal of Social and Cooperative Economy
- Author of more than 100 scientific publications, in the form of books, book chapters and collaborations in national and international journals
- She has carried out research stays at the Universities of Bologna, Catania, UQAM, Verona, and Sussex, as well as at the European agency EUROFOUND
- He has advised the most representative organizations of the Social Economy
- He has participated as speaker in sessions of the European Economic and Social Committee, and in the Social Economy Intergroup of the European Parliament

### Course Management | 41 tech

#### Professors

#### Dr. Bonet Sánchez, María Pilar

- Lawyer of the ICAV at the Bar Association of Valencia
- PhD in Law from the University of Valencia
- Degree in Law from the University of Valencia
- University Professor of Financial and Tax Law
- Director of the University Certificate in tax and labor management of the self-employed
- Member of the team of the Chair of Agri-Food Cooperatives
- Researcher in several projects related to social economy and cooperativism
- Advisor to several cooperatives, especially in relation to VAT
- Anonymous external evaluator of scientific articles for publication in various journals

#### D. de Buján y Arranz, Antonio Fernández

- Senior Associate of KPMG Attorneys
- Law Degree from ICADE, University Pontificia Comillas, Madrid
- Graduate in Business Administration from ICADE at Comillas Pontifical University
- Official Master's Degree in Public Law from the UCM
- Corresponding Member of the Royal Academy of Jurisprudence and Legislation
- Professor of the subject "Special Taxes" of the Master's Degree in Tax Practice at Centro de Estudios Garrigues
- Member of the editorial board of Aranzadi Tax Expert in the chapters on Excise and Environmental Taxes and external evaluator of Revista Técnica Tributaria
- ISDE International Legal Award in the area of Fiscal and Tax Law, in the professional category, for his work "El denominado IVA asimilado a la importación" (The so-called VAT assimilated to imports)

#### Dr. Correcher Mato, Carlos

- Trainee Researcher at the Law School of the University of Valencia
- Degree in Law at the University of Valencia
- PhD in Financial and Tax Law
- Master's Degree in Law at the University of Valencia

#### Ms. Puchol Tur, Teresa

- PhD Candidate in Law, Political Science and Criminology at the University of Valencia
- Degree in Economics at the University of Valencia
- Master in Business Law. Commercial, labor and tax consultancy at the University of Valencia
- Diploma in Specialization in Tax and Accounting Management for Cooperatives at Adeit University-Business Foundation
- Course in Accounting in Agrifood Cooperatives at the School of Agrifood Cooperativism

# 09 Impact on Your Career

We are aware that studying a program like this entails great economic, professional and, of course, personal investment. The ultimate goal of this great effort should be to achieve professional growth. And, for this, TECH offers you this very complete master's degree, prepared by a team of experts in the field.

# Impact on Your Career | 43 tech





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Our main challenge is to help you achieve the professional change you desire"

#### Are you ready to take the leap? Excellent professional development awaits you

TECH's Postgraduate Diploma in Incorporation of Companies and their Tax Obligations is an intensive program that prepares you to face the challenges and business decisions at the tax level, both nationally and internationally. The main objective is to promote your personal and professional growth. Helping you achieve success.

If you want to improve yourself, make a positive change at a professional level, and network with the best, then this is the place for you.

This program will be very useful for accessing high-paying positions.

A unique opportunity to strengthen your knowledge and achieve a professional improvement in this field.

**Time of Change** 



#### **Type of Change**

Internal Promotion 30% Change of Company 35% Entrepreneurship 25%



#### Salary Increase

This program represents a salary increase of more than **25.22%** for our students.





# 10 Benefits for Your Company

The Postgraduate Diploma in Incorporation of Companies and their Tax Obligations contributes to raise the organization's talent to its maximum potential through the specialization of high-level leaders. Participating in this program is a unique opportunity to access a powerful network of contacts in which to find future professional partners, customers or suppliers.

GG After st a new v

After studying at TECH you will be able to bring a new working vision to your daily practice"

## tech 48 | Benefits for Your Company

Developing and retaining talent in companies is the best long-term investment.



#### Growth of talent and intellectual capital

The professional will introduce the company to new concepts, strategies, and perspectives that can bring about significant changes in the organization.



#### Building agents of change

You will be able to make decisions in times of uncertainty and crisis, helping the organization overcome obstacles.



# Retaining high-potential executives to avoid talent drain

This program strengthens the link between the company and the professional and opens new avenues for professional growth within the company.



#### Increased international expansion possibilities

Thanks to this program, the company will come into contact with the main markets in the world economy.



## Benefits for Your Company | 49 tech



#### Project Development

The professional can work on a real project or develop new projects in the field of R & D or business development of your company.



#### Increased competitiveness

This program will equip students with the skills to take on new challenges and drive the organization forward.

# 11 **Certificate**

The Postgraduate Diploma in Incorporation of Companies and their Tax Obligations guarantees students, in addition to the most rigorous and up-to-date education, access to a Postgraduate Diploma issued by TECH Technological University.

Certificate | 51 tech

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Successfully complete this program and receive your university qualification without having to travel or fill out laborious paperwork"

### tech 52 | Certificate

This **Postgraduate Diploma in Incorporation of Companies and their Tax Obligations** contains the most complete and up-to-date program on the market.

After the student has passed the assessments, they will receive their corresponding **Postgraduate Diploma** issued by **TECH Technological University** via tracked delivery\*.

The diploma issued by **TECH Technological University** will reflect the qualification obtained in the Postgraduate Diploma, and meets the requirements commonly demanded by labor exchanges, competitive examinations, and professional career evaluation committees.

Title: Postgraduate Diploma in Incorporation of Companies and their Tax Obligations

Official Nº of hours: 450 h.



\*Apostille Convention. In the event that the student wishes to have their paper diploma issued with an apostille, TECH EDUCATION will make the necessary arrangements to obtain it, at an additional cost.



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