

**Irish Tax
Institute**

Diploma in Tax

Frequently Asked Questions



Diploma in Tax - Frequently Asked Questions

Is the Diploma in Tax right for me?

Tell me more about the Diploma in Tax – I need to make sure that it is the right tax qualification for me

The Diploma in Tax has been designed to meet the needs of those who wish to refresh and build on their tax knowledge, including accountants in industry and practice who encounter tax issues and other financial and legal professionals who need to be mindful of tax considerations.

I have never studied tax before - is the Diploma in Tax qualification right for me?

As this qualification is designed to build and refresh upon your existing tax knowledge, you must have completed an academic or professional qualification which included tax modules.

If you have not studied tax before, then you may wish to consider our Tax Technician qualification.

I am not working full time in tax. Is the Diploma in Tax suitable for me?

You do not need to be working in tax full time to study the Diploma in Tax. However, the programme has been designed for accountants and financial professionals who encounter tax issues.

What knowledge and skills will I achieve through the qualification?

Upon completion of the Diploma in Tax, you will have:

- the ability to evaluate and interpret information to identify the tax issues that arise for individuals and companies on foot of key financial and commercial events.
- a broad overview of the current principles of Irish Tax against the backdrop of the current tax and business landscape, including the impact of Brexit.
- a solid ability across all the main tax heads to calculate liabilities, apply reliefs and exemptions, understand accounting for tax and the Irish tax administration system.
- an awareness of the interaction of taxes through use of case studies and multi-disciplinary assignments.

Can I study the Diploma in Tax qualification if I live abroad?

Yes, you can complete the course online – lectures take place live online and are also recorded and available on Blackboard, our online learning management system, which means you can watch them at a time that suits you. As assessment is by way of multi-disciplinary assignments, you can also complete these outside of Ireland.

Duration of the qualification

How long will it take me to complete the Diploma in Tax qualification?

The Diploma in Tax is a 10-month programme.

Entry requirements

What is the entry requirement for the Diploma in Tax?

You must have completed an academic or professional qualification which included tax modules.

How do I register for a place on the Diploma in Tax?

Full details on the registration process can be found [here](#).

Is there an application deadline date?

You can view the application deadline date [here](#).

What documents do I need to submit when I am registering?

You will need to complete the online registration form and forward the details of your previous qualification showing the tax modules studied.

Exemptions

Can I claim any exemptions for the Diploma in Tax?

There are no exemptions available for the Diploma in Tax qualification.

Course delivery

How many courses are there each year?

Currently, there is one course each year, which starts in October and runs through to April.

How is the course delivered?

The course is delivered online with 7 days of live lectures, pre-recorded bite sized lectures and e-learning modules.

When are the lectures scheduled?

Lectures are scheduled to take place at weekends and some evenings.

Is attendance at every lecture mandatory?

Attendance at lectures is highly recommended. If your fees are paid by your employer, they are entitled to receive details of your attendance.

What subjects are covered on the Diploma in Tax programme?

There are seven modules covering all areas of tax and accounting for tax. Further information is available [here](#).

Is the Diploma a modular programme?

No, the Diploma is not a modular programme.

What materials will I receive to support me with my studies?

You will receive bespoke manuals, along with access to Blackboard, our online learning management system where a range of online resources will be available to you. You will also receive TaxFax, our weekly information service on the latest tax news, tax cases, tax publications, Institute Representations and Revenue news.

Assessment

How is the course assessed?

You will have to complete three multi-disciplinary assignments. These case studies will assess your ability to deal with the interaction of taxes applied to a given situation.

How do I pass the Diploma in Tax?

To pass the Diploma in Tax, you will successfully complete three multi-disciplinary assignments.

In the event that you are unsuccessful in one assignment, you will have the opportunity to repeat the assignment in the next academic year.

What is the pass mark for each assessment?

The pass mark is 50% for all assessments.

Fees

What are the fees and what do they cover?

The fee for the Diploma in Tax is €2,400.

Your fee covers registration, all relevant student manuals, access to online learning and e-learning content, access to Student TaxFind and assessment fees. The fees are payable upon registration.

How do I pay for my fees?

You can pay for your fees by EFT, direct debit, debit or credit card. The fees are payable upon registration.

Is there a direct debit option?

Yes, we offer a flexible direct debit option – 50% of the fee is payable upon registration and the remaining 50% is payable over the duration of the course.

Can I register and pay later?

In order to be registered as a student on the Diploma in Tax programme, we must receive payment (either in full, or 50% if paying by direct debit) before we can complete your registration.

Is the Diploma in Tax eligible for income tax relief?

No, the Diploma in Tax does is not currently eligible for income tax relief.

Miscellaneous

Will the Diploma in Tax qualify for CPD?

You should contact your professional body to determine if completion of the Diploma in Tax will qualify for CPD.