

Property Tax Level 1 Programme – Intake 1/2024

Programme Objective:

- Provides basic knowledge on the principles and practices of property tax assessment.
- Reinforcement of basic property tax principles and concepts through lectures, discussions, and practical cases

Admission Requirement:

- Programme is recommended for participants with little or no knowledge in property tax

Dates

Topic	Trainer	Dates and Time
Introduction to Property Tax <ul style="list-style-type: none"> • Overview of Property Tax Assessment • What is Chargeable to Property Tax? • Determination of Annual Value and Property Tax Payable • Who pays the tax • Amendment to annual values and recovery of taxes • Reliefs and Exemptions • Objections and appeals • Enforcement of taxes 	Ms Liang Ling Ling Tax Specialist	16 Sep 2024 9.00 am to 5.00 pm
Principles of Property Tax Assessment <ul style="list-style-type: none"> • Principle of Independent Assessment • Principle of Hypothetical Tenancy • Principle of Rebus Sic Stantibus 	Ms Ching Yung Ket Tax Specialist	17 Sep 2024 9.00 am to 12.00 pm
Methods of Assessment and Valuation <ul style="list-style-type: none"> • Introduction to the assessment methods to determine Annual Value • Considerations for selection of assessment method • Market value and Introduction to valuation methods • Illustration through case examples 	Ms Mabel Lee Senior Tax Specialist	20 Sep 2024 9.00 am to 5.00 pm
Introduction to Stamp Duty <ul style="list-style-type: none"> • Background and History • Stamp Duty Chargeability • Rates & Computation • General Principles • When to pay Stamp Duty? 	Ms Constance Tia Assistant Director	19 Sep 2024 9.00 am to 5.00 pm

<ul style="list-style-type: none"> • Who should pay Stamp Duty? • Examples of Stamp Duty Assessment • Remissions and Refunds • Adjudication and Objection • Compliance 		
Overview of Singapore Tax Regime (non-examinable topic) <ul style="list-style-type: none"> • Introduction to public finance in Singapore • Policy formulation process • Taxation in Singapore: History & Policy • Introduction to Various Taxes in Singapore • Role of Ministry of Finance and Inland Revenue Authority of Singapore • Trends and Challenges in Administration 		Asynchronous Session <i>Participants will be given access to view the recorded session in Canvas</i>

Note:

- Participants will be given access to online training materials on the Learning Management System 1 week before course commencement.
- All classes will be conducted online via Zoom.
- Recording of the online trainings by Tax Academy (TA) is required for audit purposes. Participants are also required to turn on their video cameras for the recording.
- Programme qualifies for a total of 21 CPE hours.

Course Fees

Fee: \$686.70 (including GST)

- Fees include course materials and written examination fee for first sitting.
- The same course fee applies for participants who opt out of the examination.
- Overseas participants who in their business capacity belong overseas and are sponsored by overseas employers, will pay SGD630, excluding GST.
- Self-funded individuals may apply for SkillsFuture Credit claim and Union Training Assistance Programme (UTAP) funding, subject to the respective conditions.

NOTE: Please ensure that you have read and understood the [Terms and Conditions](#) for courses before you register. Photographs and footage may be taken during the course/event. These will be used by Tax Academy for marketing and publicity in our publications, website and social media platforms.

Open-Book Examination

- Participants must achieve at least 60% attendance to take the written examination. Participants will be awarded a certificate of achievement with a grading.
- There will be a 10% grading for class participation. Marks will be awarded based on the following criteria:

Description	Marks
Attended most of the sessions	2
Switched on video for most of the sessions	2
Participated actively in class at appropriate times	3
Led group discussions and contributed ideas during group/class discussions	3

- The examination is Open-Book, candidates are allowed to refer to any reference materials.
- The Property Tax Act will be allowed into the examination hall as reference. Copies of the Act can be downloaded from the AGC Singapore website: <http://sso.agc.gov.sg>. You may also purchase the Act from Toppan Leefung Pte. Ltd.
- Please refer to the exam format and marks allocation for each question below:

S/N	Topic	Weightage
1.	Introduction to Property Tax	30 marks
2.	Principles of Property Tax Assessment	20 marks
3.	Methods of Assessment and Valuation	35 marks
4.	Introduction to Stamp Duty	15 marks
	Total weightage	100 marks

Date: 16 Oct 2024 (Wednesday)

Time: 2 p.m. to 4 p.m.

Venue: Revenue House, Level 5, 55 Newton Road Multipurpose Hall (located inside the Clubhouse), S(307987)