Personal Income Tax and Individual Return Preparation

Tax and Revenue

Course Overview

Personal Income Tax and Individual Return Preparation: a 5-day professional training course from LTC Consultants, delivered in-classroom across Africa and...

What You Will Achieve

- Explain the core principles and current good practice in Personal Income Tax and Individual Return Preparation
- Apply practical tools and techniques for Personal Income Tax and Individual Return Preparation in your own organisation
- Analyse real-world scenarios and select the right approach with confidence
- Avoid the common pitfalls that undermine Personal Income Tax and Individual Return Preparation in practice
- Build a personal action plan to implement what you have learned

Who Should Attend

Finance managers, accountants, analysts, budget holders and professionals responsible for financial planning, control or reporting.

Course Outline

1. Foundations of Personal Income Tax and Individual Return Preparation: principles, terminology and context
2. The business case: why Personal Income Tax and Individual Return Preparation matters to performance
3. Core tools, frameworks and methods
4. Applying the tools: guided case study and exercises
5. Common pitfalls and how experienced practitioners avoid them
6. Working with stakeholders: communication and influence
7. Measuring results and continuous improvement
8. Personal action planning and course review

Upcoming Dates and Fees

DATES	VENUE	FEE (PER DELEGATE)
2 to 6 Nov 2026	Dar es Salaam	**$1,395**
16 to 20 Nov 2026	Gaborone	**$1,450**
23 to 27 Nov 2026	Kigali	**$1,395**
7 to 11 Dec 2026	Cape Town	**$1,450**

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Every delegate receives a Certificate of Attendance. Group and in-house rates available on request.