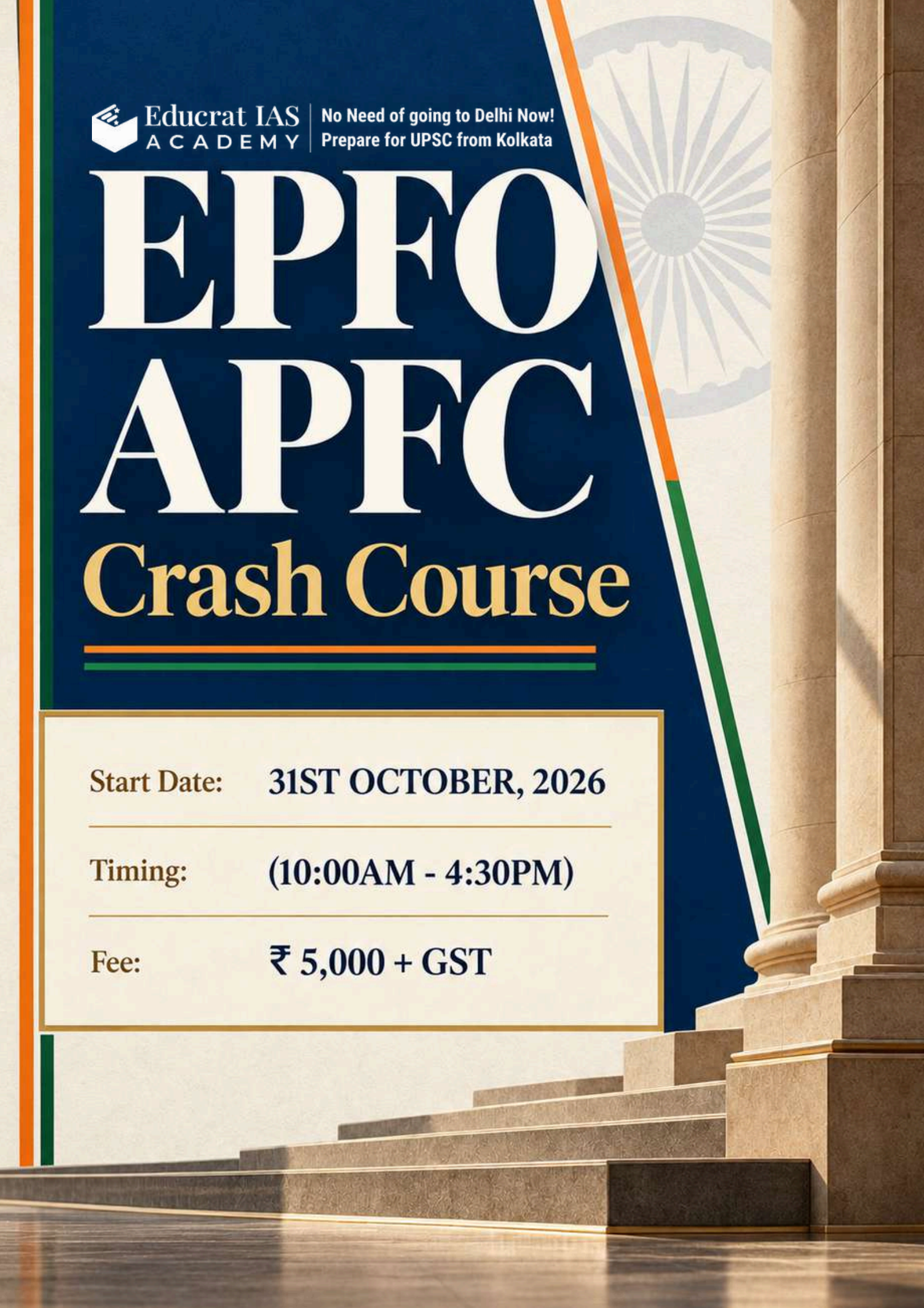
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EPFO APFC

Crash Course

Start Date:	31ST OCTOBER, 2026
Timing:	(10:00AM - 4:30PM)
Fee:	₹ 5,000 + GST



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EPFO APFC CRASH COURSE

CLASS SCHEDULE

DATE	TOPIC (10:00AM - 4:30PM)	SUB-TOPIC
31ST OCTOBER, 2026	EPFO & SOCIAL SECURITY IN INDIA	• EPF & Miscellaneous Provisions Act, 1952 • EPF Scheme, 1952 • Employees' Pension Scheme (EPS), 1995 • Employees' Deposit Linked Insurance (EDLI) Scheme, 1976 • EPFO: Organisation, Functions, Power & Administration • Membership, Coverage, Contributions, Withdrawals, Nominations and Exemptions • ESI, Gratuity, Maternity Benefits, Employee Compensation and Social Security for Unorganised Workers
1ST NOVEMBER, 2026	LABOUR LAWS & INDUSTRIAL RELATIONS	• Code on Wages, 2019 • Industrial Relations Code, 2020 • Code on Social Security, 2020 • Occupational Safety, Health and Working Conditions Code, 2020 • Trade Unions, Collective Bargaining and Industrial Disputes • Strikes, Lockouts, Layoffs, Retrenchment and Closure • Standing Orders, Grievance Redressal and Labour Welfare • Important Legacy Labour Laws & Implementation Status of the Labour Codes
7TH NOVEMBER, 2026	ACCOUNTING PRINCIPLES	• Accounting Concepts, Conventions and Principles • Accounting Equation, Debit-Credit Rules • Journal, Ledger and Trial Balance • Cash Book and Bank Reconciliation Statement • Rectification of Errors • Depreciation and Inventory Valuation • Capital vs Revenue Expenditure and Receipts • Trading Account, Profit and Loss Account, Balance Sheet • Basic Accounting Ratios and Financial Statement Interpretation

DATE	TOPIC (10:00AM - 4:30PM)	SUB-TOPIC
12TH NOVEMBER, 2026	STATISTICS, QUANT & REASONING	• Mean, Mode & Median • Series • Coding Decoding
14TH NOVEMBER, 2026	ACCOUNTING & INSURANCE	PART A - Auditing • Meaning, Objectives, Types and Principles • Internal Control and Internal Audit • Vouching and Verification • Audit Evidence, Errors and Fraud • Audit Reports and Auditor Responsibilities PART B - Insurance • Principles of Insurance and Insurable Interest • Utmost good faith, indemnity and subrogation • Life Insurance vs General Insurance • Premium, Risk, Claims and Policy basics • IRDAI: Role, powers and functions • Social Insurance vs Private Insurance
19TH NOVEMBER, 2026	QUANT, MENTAL ABILITY	• Percentage • Ratio & Proportion • Average
21ST NOVEMBER, 2026	QUANT, MENTAL ABILITY	• Probability • Syllogism • Data Interpretation
22ND NOVEMBER, 2026	GENERAL ENGLISH	• Grammar and Sentence Correction • Vocabulary, Synonyms and Antonyms • Fill in the blanks and Sentence Completion • Reading Comprehension
28TH NOVEMBER, 2026	GOVERNMENT SCHEMES & COMPUTER APPLICATIONS	Computer Applications • Hardware, Software, Operating System • Internet, Email, Networking and Cybersecurity • MS Office and Digital Applications

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EXAM SCHEDULE

DATE	SYLLABUS	TEST NO. (10:30 AM - 12:30 PM)	TEST NO. (1:30 PM - 3:30 PM)
6TH DECEMBER, 2026	FULL LENGTH TEST	TEST 1	TEST 2
13TH DECEMBER, 2026	FULL LENGTH TEST	TEST 3	TEST 4

CLASS TIMINGS: 10 AM - 4:30 PM

PRICE: ₹ 5,000 + GST



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