SUBJECT DESCRIPTION

NAME: INTERNATIONAL AND SPANISH TAX SYSTEM I

YEAR: 2ND SEMESTER: 2ND

BUSINESS ADMINISTRATION

IN-CLASS TEACHING

ACADEMIC YEAR: 2019/2020

SCHOOL OF BUSINESS & ECONOMICS
1. SUBJECT IDENTIFICATION

1.- SUBJECT:

Name: INTERNATIONAL AND SPANISH TAX SYSTEM I
Code: b208
Year(s) course is taught: 2\textsuperscript{nd}
Semester(s) when the course is taught: 2\textsuperscript{nd}
Type: Compulsory
ECTS: 6
Hours ECTS: 30
Language: English and Spanish
In-class teaching
Degree in which the subject is taught: Business Administration
School which the subject is taught: School of Business & Economics

2.- ORGANIZATION OF THE COURSE:

Department: Economics
Area of knowledge: Applied Economics

2. LECTURERS OF THE SUBJECT

1.- LECTURERS:

<table>
<thead>
<tr>
<th>Responsible of the Course</th>
<th>CONTACT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name: Begoña Barruso Castillo</td>
<td></td>
</tr>
<tr>
<td>Phone (ext):</td>
<td>Ext 15670</td>
</tr>
<tr>
<td>Email:</td>
<td><a href="mailto:barruso.cee@ceu.es">barruso.cee@ceu.es</a></td>
</tr>
<tr>
<td>Office:</td>
<td>1.21B</td>
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<tr>
<td>Name: Ana Cristina Mingorance Arnáiz</td>
<td></td>
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<tr>
<td>Phone (ext):</td>
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<tr>
<td>Email:</td>
<td><a href="mailto:mingor.fcee@ceu.es">mingor.fcee@ceu.es</a></td>
</tr>
<tr>
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2.- TUTORIALS:

For any queries regarding the subject, students can contact lecturers by e-mail, phone or visiting their office during the teacher’s tutorial times published on the student’s Virtual Campus.

3. SUBJECT DESCRIPTION

The objective of the subject is to know the structure, composition and how the Spanish Tax System works, with particular reference to individual taxation (Personal Income Tax and Wealth Tax). Besides, the student shall learn basic facts on how those taxes work in the countries around us.

4. COMPETENCIES

1.- COMPETENCIES:

<table>
<thead>
<tr>
<th>Basic and General Competencies</th>
<th>Specific Competencies</th>
</tr>
</thead>
<tbody>
<tr>
<td>BS1</td>
<td>SS2</td>
</tr>
<tr>
<td>BS2</td>
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<tr>
<td>BS3</td>
<td></td>
</tr>
<tr>
<td>CB4</td>
<td></td>
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</tbody>
</table>

2.- LEARNING OUTCOMES:

Learning Outcomes

Students must be able to identify the composition of the Spanish Tax System (State, regional and local).
Students must be able to assess tax consequences derived from decisions made by economic actors, both for Public Administration and individuals.

Students must be able to quantify tax costs of the economic agents.

Students must be able to explain from an economic perspective, what are the optimal tax options for agents who are involved.

## 5. LEARNING ACTIVITIES

### 1.- DISTRIBUTION OF STUDENT'S ASSIGNMENT:

<table>
<thead>
<tr>
<th>Code</th>
<th>Name</th>
<th>On-campus hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>AF2</td>
<td>Seminar</td>
<td>30</td>
</tr>
<tr>
<td>AF3</td>
<td>Workshop</td>
<td>6</td>
</tr>
<tr>
<td>AF4</td>
<td>Practical cases</td>
<td>32</td>
</tr>
<tr>
<td></td>
<td><strong>TOTAL Presence Hours</strong></td>
<td><strong>68</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Code</th>
<th>Name</th>
<th>Not on-campus hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>AF0</td>
<td>Self study</td>
<td>112</td>
</tr>
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</table>

Throughout the course some computer workshops will be made. Students will be taught how to prepare Personal Income Tax Return, using Renta Web. This software is available for taxpayers, and students must be able to familiarize themselves with it, as they will use it when their academic education is over.

## 6. ASSESSMENT OF LEARNING

### 1.- CLASS ATTENDANCE:
In order to be eligible for examination by continuous assessment, students must attend at least 75% of scheduled class time (attendance sheets will be used). As students may be absent 25% of the classes, no attenuating circumstances will be accepted for absences.

In this sense, the achievement of the aim pursued is not only a percentage of attendance, the student must have a proper and participative attitude in class, at all times.

Those students who cannot attend class and good cause has been shown, they must inform the Department at the beginning of the semester. They would receive an adapted course schedule to pass the subject.

If no communication is made, or it is delayed, there would be no adapted schedule, and the student would be eligible for assessment on the same criteria as the rest of students.

2.- ASSESSMENT SYSTEM:

<table>
<thead>
<tr>
<th>Code</th>
<th>Name</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>SE3</td>
<td>Written exam- essay type questions</td>
<td>35%</td>
</tr>
<tr>
<td>SE4</td>
<td>Written exam- case studies or similar</td>
<td>65%</td>
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3.- ASSESSMENT CRITERIA:

ORDINARY EXAMINATION. (CONTINUOUS EVALUATION):

The course will be rated by continuous assessment system which includes the following tests:

1. **Short Test Exam**: There will be three tests being the global value of these tests 0,5 points. These tests will be done during the semester on a date decided by the Department, and communicated to the students, at the beginning of the course.

2. **Knowledge Test**: it is intended to evaluate comprehension of concepts and basic elements of Spanish Tax System, and the student’s ability to apply them to real situations. The maximum score of this test will be 2 points, and it will be communicated at the beginning of the course.

3. **Theoretical and Practical Test of Spanish Tax System**, which allows to know the capability of the student to relate different taxes of the Spanish Tax System. He would be asked to know basic elements of the taxes involved. The value of the Test is 1 point. This test would be done during the semester on a date decided by the Department, and communicated to the students, at the beginning of the course.

4. **Tax Inspector for one day**: Test Maximum score to obtain in this test is 1 point. This test would be done during the semester on a date decided by the Department, and communicated to the students, at the beginning of the course. The aim of this test is to detect mistakes in a Personal Income Tax Assessment.

5. **Workshop on Tax Actuality**: The content of the course is subject to frequent changes in Law, with important impact in every field of Economy. This circumstance requires a continuous updating in Taxation. Consequently, there will be a Workshop on Tax Actuality, in which relevant changes would be analyzed. The value of the workshop is 1 point. This test will be done during the semester on a date decided by the Department, and communicated to the students, at the beginning of the course.
6. **Practical Case regarding Personal Income Tax**: Maximum value in this Test will be 5 points (minimum score required: 50%). This test will be made on the official date posted by Secretariat of the School.

In order to pass the continuous assessment, it will be required:
1. Students must attend at least 75% of the classes.
2. Students must obtain at least 50% of the score assigned to the Practical Case regarding Personal Income Tax.
3. Students must obtain a final minimum score of 5 points

**EXTRAORDINARY EXAM:**

Students who have not passed the subject on the ordinary examination, will take the extraordinary exam, doing the following tests:

1. Knowledge Test: the global value of this test will be 3,5 puntos.
2. Theoretical and Practical Test of Spanish Tax System: The value of the Test is 1 point.
3. Practical Case regarding Personal Income Tax: Maximum value in this Test will be 4,5 points (minimum score required: 50%).
4. Actuality Workshop: The value of this activity, will be 1 point. Those students that passed this activity in ordinary exam, will keep the grade obtained, and for those who didn’t pass it, the Knowledge test score will increase up to 4,5 points.

To pass the subject, students must obtain at least 50% of the score assigned to the Practical Case regarding Personal Income Tax and obtain a final minimum score of 5 points.

7. **SUBJECT PROGRAMME**

1.- **SUBJECT PROGRAMME:**

**THEORETICAL:**

**PART I: PRINCIPLES OF THE SPANISH TAX SYSTEM**

**CHAPTER 1: STRUCTURE OF THE SPANISH TAX SYSTEM**

- Basic Tax Concepts
- Composition and characteristics of the Spanish Tax System (State Part)
- Tax Resources of the Autonomous Regions
- Tax Resources of Local Governments

**PART II: COMPOSITION AND OPERATION OF THE SPANISH INDIVIDUAL INCOME TAX SYSTEM**

**CHAPTER 2: PERSONAL INCOME TAX (I)**

- Main features of Personal Income Tax
- Tax settlement Structure
- Tax Base: general and savings

**CHAPTER 3: PERSONAL INCOME TAX (II)**

- Net Tax Base and Tax rate
- Net Tax payable
- Withholding Tax and formal obligations of Personal Income Tax

**APPENDIX: WEALTH TAX**
PRACTICAL WORK PROGRAMME:

The course has an eminently practical vocation, and as the subject goes forward and theoretical concepts are explained, practical cases are raised; some of them would be solved in Class whereas others should be solved by self-work of the student.

Apart from resolution of those exercises, over the course of the semester, there will be several practical cases, distributed as follows:

Part I
Resolution of theoretical-practical cases

Part II
Global Settlement of Personal Income Tax
Computer Workshop (Renta Web Software)
Inspector for one day workshop
Tax Actuality Workshop

8. RECOMMENDED READING

1.- ESSENTIAL BIBLIOGRAPHY:

TAX CODE:

Over the Semester, students will use The Personal Income Tax Standards (Act, Regulation and Ministerial Order) to solve practical case, in order to get used to it, as an appropriate use, interpretation and comprehension will enable him to improve his future professional life.
The student has the possibility to obtain whole text of different Tax Acts, through the web of Spanish Tax Authorities: [www.agenciatributaria.es](http://www.agenciatributaria.es) or [www.boe.es](http://www.boe.es).
These regulations also appears in the following books:

2. Editorial Tirant Lo Blanch (Last Edition): “Impuesto sobre la renta de las personas físicas, impuesto sobre el patrimonio e impuesto sobre la renta de los no residentes”.

PRACTICAL HANDBOOK:


In addition, the Department will propose several exercises during seminars and workshops.

2.- ADDITIONAL BIBLIOGRAPHY:

HANDBOOKS:

The Department will provide the adequate material to the student so that he can follow correctly the course. Basically, through schemes which include main structure of the Tax System, to facilitate the interpretation of Tax Laws.

Besides, the student can consult some theoretical handbooks to enrich the subject. Among them, we recommend:


3. WEB RESOURCES:

Due to the dynamism and constant changes produced in our Tax Regulations, it is important to consult updated webs on Tax matters.

Main webs related to the course are:

- Ministry of Economy and Enterprise: www.mineco.gob.es
- Agencia Estatal de la Administración Tributaria: www.agenciatributaria.es
- Ministry of Tax Matters: www.hacienda.gob.es
- Ministry of Finance and Civil Service: www.minhap.gob.es
- Institute of Tax Studies: http://www.ief.es
- REAF: http://www.reaf.org
- Spanish Association of Tax Advisers: http://www.aedaf.es
- Bank of Spain: www.bde.es

9. ATTITUDE IN THE CLASSROOM

1. REGULATIONS:

The student will show a proper attitude in class, according to the Faculty and University Regulations. That means apart from attending class regularly and timely, to have a participative attitude, doing all exercises and work required.

Any irregular act of academic integrity (no reference to cited sources, plagiarism of work or inappropriate use of prohibited information during examinations) or signing the attendance sheet for fellow students not present in class will result in the student not being eligible for continuous assessment and possibly being penalized according to the University regulations.

Furthermore, the Department will decide in each case, the penalty to be applied on those students expelled from class.