The future of tax is digital:
Diploma in Tax Technology

The future of tax is digital

The tax landscape is constantly evolving. Advancements in technology are increasing efficiencies. Tax professionals can work faster, more accurately, and respond better to regulatory and reporting changes.

While digitalisation has many benefits, the challenges remain around how tax professionals change, keep on top of tax technology advancements, and avoid being left behind. It is critical to keep up with the rapid pace of change.

The solution to this is centred around an awareness of digital technology, the tools available and an understanding of how it all works. At the Chartered Institute of Taxation our response to this environment has been to develop a Diploma in Tax Technology (DITT).

This new qualification will educate and equip those working in the tax profession, as well as those looking to move into this area, with a solid foundation in tax technology so they can meet these challenges head on.

A better skilled tax profession

The Diploma in Tax Technology will provide tax professionals with the technical expertise and knowledge to participate in tax tech projects and remain current with current trends in tax technology.

Our syllabus has been developed by CTAs who are technology specialists with experience across the tax profession. We have partnered with two organisations, Coefficient and Tolley, who have brought the syllabus to life in the learning material, which we have reviewed extensively. The modules are a mix of webinars, reading material and questions to practice.

Tolley Academy has been chosen as the course host by CIOT to deliver this distance learning course and facilitate the delivery of the assessments. The CIOT will review each module annually to ensure the qualification remains highly relevant.

Modules at a glance:

1   **Understanding tax technology and its impact: an overview**

2   **Types of tax technology**

3   **Data ethics, governance & data security**

4   **Emerging technologies**

5   **Introduction to project and product management in tax technology**

6   **Managing and handling tax data**

7   **Deep dive into tax technology management**

8   **Essential technology tools for data handling**

9   **Understanding the shift to digital tax administration**

10   **HMRC's ten-year strategy**

11   **Opportunities for delivering a more holistic, proactive service**

Each module has a set of learning outcomes, examples of which are below to give you an idea of what to expect.

Learn how to:

- Interpret data analytics and data visualisation and the main benefits of using them in a tax context
- Understand what data security is and the methods of preventing cyber attacks
- Approach the framework for tax technology governance
- Differentiate between classes of Cryptoassets, which is important for decision making and tax planning
- Understand the project management lifecycle and recognising factors to consider when designing tax processes.

To see the learning outcomes across all modules visit:
tax.org.uk/ditt-learning-outcomes

Who is it for?

The DITT is aimed at:

- Existing tax professionals (including those who work for HMRC) wishing to begin building or increase their technology skills
- Technologists wishing to gain more knowledge of taxation matters relating to technology
- New entrants to the tax technology world at the start of their tax careers
- Those wanting to return to tax after a career break.

The Diploma will help to ensure tax professionals are better equipped to provide relevant tax practice and governance updates for their clients, and will open the door to a tax digital future. It will help tax professionals to converse confidently about tax technology with experts, and work within tax technology project teams. It is not necessary to be a member of CIOT to take this qualification, but it is essential to know the basic principles of taxation. By understanding digitalisation more, tax professionals can help ensure their expertise and advice remains cutting edge.

Future-proof yourself with the Diploma in Tax Technology
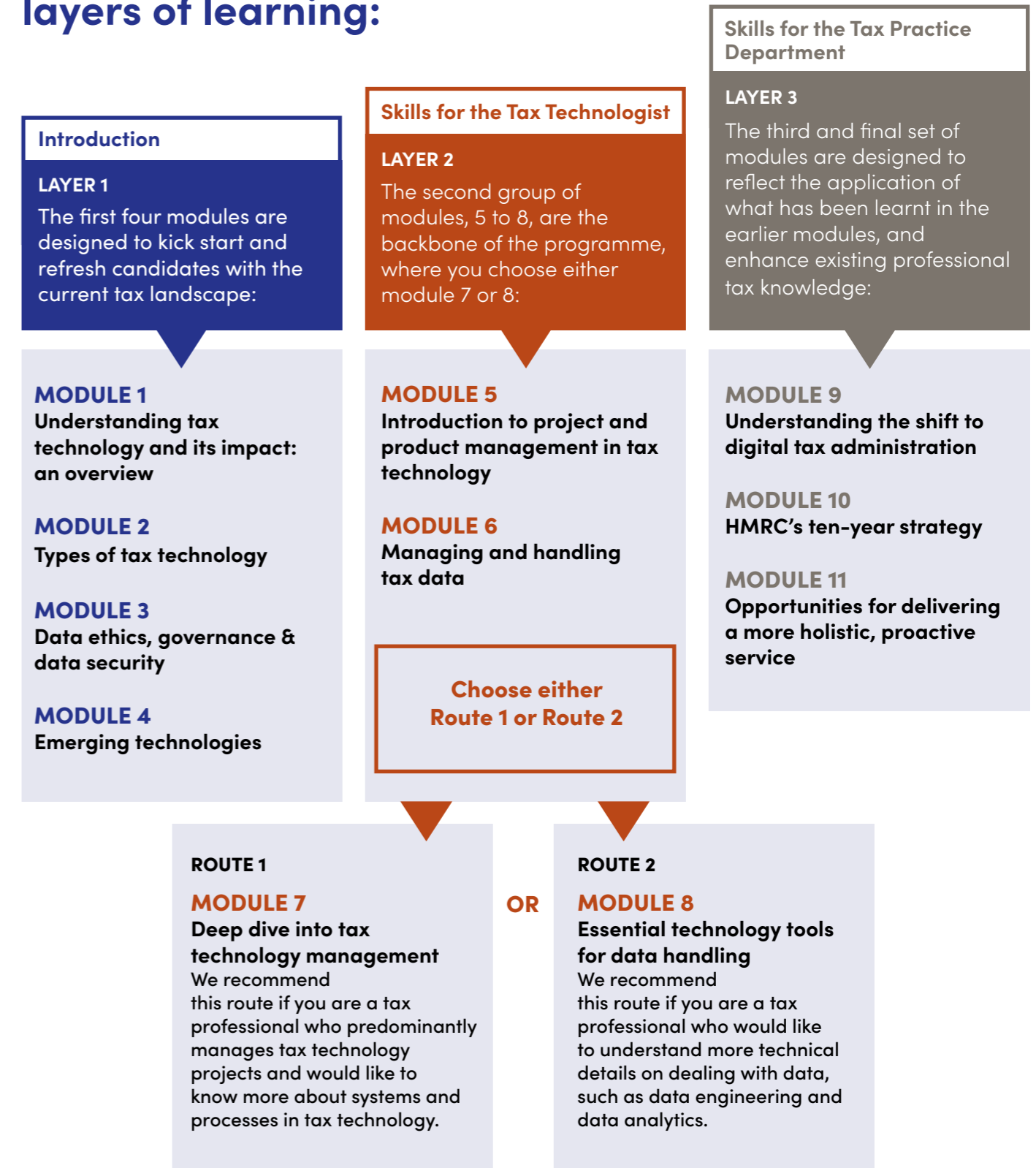
Flexible and accessible learning

All the course material is online and available on demand, so there is no in person tuition. Your registration allows two years for you to complete the programme.

You can complete the Diploma in 60 – 90 hours, depending on your pre-existing knowledge level. You can choose the pace and study at a time that suits you. DITT is set at level 4 (you will be expected to recall facts, demonstrate comprehension, and apply your knowledge to a certain extent).

Learning, skills and recognition in tax technology

The DITT modules are designed to provide a secure grounding in and a working knowledge of tax and technology; and are intended as the foundation on which future learning can be built.

The Diploma consists of three layers of learning:

Introduction

LAYER 1
The first four modules are designed to kick start and refresh candidates with the current tax landscape:

MODULE 1
Understanding tax technology and its impact: an overview

MODULE 2
Types of tax technology

MODULE 3
Data ethics, governance & data security

MODULE 4
Emerging technologies

Skills for the Tax Technologist

LAYER 2
The second group of modules, 5 to 8, are the backbone of the programme, where you choose either module 7 or 8:

MODULE 5
Introduction to project and product management in tax technology

MODULE 6
Managing and handling tax data

Choose either Route 1 or Route 2

Skills for the Tax Practice Department

LAYER 3
The third and final set of modules are designed to reflect the application of what has been learnt in the earlier modules, and enhance existing professional tax knowledge:

MODULE 9
Understanding the shift to digital tax administration

MODULE 10
HMRC's ten-year strategy

MODULE 11
Opportunities for delivering a more holistic, proactive service

ROUTE 1

MODULE 7
Deep dive into tax technology management
We recommend this route if you are a tax professional who predominantly manages tax technology projects and would like to know more about systems and processes in tax technology.

OR

ROUTE 2

MODULE 8
Essential technology tools for data handling
We recommend this route if you are a tax professional who would like to understand more technical details on dealing with data, such as data engineering and data analytics.

All modules are compulsory, apart from modules 7 or 8 which you will need to choose between. The modules must be studied in sequence, with a successful pass for each module assessment before you progress to the next module. You are permitted four attempts at each module assessment. There is no assessment for module 1 which is introductory. Once you have completed the learning for each module, you choose when to take the assessment in the Tolley online assessment centre.

Whichever route you choose you will be given access to the learning materials for both modules 7 and 8 but you will only be assessed on the route you have chosen.

Get started on the Diploma in Tax Technology programme

Registration is simple:

- Register as a DITT candidate with CIOT. If you have an existing relationship with CIOT (or ATT) log into the Portal with your current details: pilot-portal.tax.org.uk/Login and then click on the Education link in the top menu bar to register onto a new route and choose DITT.

  If you are new to CIOT create your account and start your registration with your email address: pilot-portal.tax.org.uk/Education/Apply

  Note that on registration you will need to choose one module from the two routes described. The other nine modules are compulsory.

- You pay £75 to register for the Diploma to the CIOT.

- The fee for the course material and assessments is £380 (+ £38 VAT). This is payable to Tolley. After 1 July 2023 this fee will remain the same for CIOT/ATT members and students and ADIT Affiliates and students, but will increase to £420 (+£42 VAT) for all others.

- If you are an employer of tax teams and would like to make the DITT programme available to multiple colleagues we would be happy to discuss the process with you. Email us at: **ditt@ciot.org.uk**

- When all module assessments have been passed you apply to the CIOT for the Diploma Certificate which costs £115.

Find out more detail about the Diploma in Tax Technology at: **tax.org.uk/ditt**

The Chartered Institute of Taxation

The CIOT is the leading body in the UK for taxation professionals dealing with all aspects of taxation. Our primary purpose is to promote education in taxation. One of our key aims is to achieve a more efficient and less complex tax system for all. The CIOT is a registered charity (number 1037771).

Membership is by examination and members are entitled and encouraged to use the practising title of Chartered Tax Adviser. There is a strong local presence throughout the country via a network of branches. We promote and enforce high standards of professional conduct and support over 19,000 members and over 7,000 students throughout their tax careers.