

Personal taxation

Purpose

At the end of this unit, candidates will have investigated the:

- basic structure of the UK tax system;
- main taxes on income and capital that may be charged on individuals and trusts, the self assessment system and how tax liabilities are computed;
- taxation of investments as relevant to the needs and circumstances of individuals and trusts.

Summary of learning outcomes	Number of questions in the examination*
1. Understand the UK tax system as relevant to the needs and circumstances of individuals and trusts	15 standard format
2. Analyse the taxation of investments as relevant to the needs and circumstances of individuals and trusts	8 standard format/ 7 multiple response
3. Analyse the role and relevance of tax in the financial affairs of individuals and trusts	6 standard format/ 4 multiple response
4. Apply the knowledge of personal taxation to the provision of investment advice	10 standard format

* The test specification has an in-built element of flexibility. It is designed to be used as a guide for study and is not a statement of actual number of questions that will appear in every exam. However, the number of questions testing each learning outcome will generally be within the range plus or minus 2 of the number indicated.

Important notes

- Method of assessment: 50 questions: 39 standard format and 11 multiple response questions. 1 hour is allowed for this examination.
- This syllabus will be examined from 1 September 2025 to 31 August 2026.
- Candidates will be examined on the basis of English law and practice in the tax year 2025/2026 unless otherwise stated.
- It should be assumed that all individuals have long-term UK residence status unless otherwise stated.
- This PDF document has been designed to be accessible with screen reader technology. If for accessibility reasons you require this document in an alternative format, please contact us on online.exams@cii.co.uk to discuss your needs.

1. Understand the UK tax system as relevant to the needs and circumstances of individuals and trusts

- 1.1 Explain the main features of Income Tax.
- 1.2 Explain the main features of National Insurance Contributions (NICs).
- 1.3 Explain the main features of Capital Gains Tax (CGT).
- 1.4 Explain the main features of Inheritance Tax (IHT).
- 1.5 Explain the implications of residence status on UK tax liability.
- 1.6 Explain the main features of UK tax compliance.
- 1.7 Explain Stamp Duty Reserve Tax and Stamp Duty Land Tax.
- 1.8 Describe the rules and impact of Value Added Tax (VAT) and Corporation Tax.

2. Analyse the taxation of investments as relevant to the needs and circumstances of individuals and trusts

- 2.1 Analyse the taxation of direct investments.
- 2.2 Analyse the taxation of indirect investments.

3. Analyse the role and relevance of tax in the financial affairs of individuals and trusts

- 3.1 Analyse the impact of taxes on individuals, trusts and their investments in different situations.
- 3.2 Analyse the ways in which key elements of tax planning provide tax efficiency to individuals and trusts.

4. Apply the knowledge of personal taxation to the provision of investment advice

- 4.1 Calculate basic elements of Income Tax, NICs, CGT, and IHT, including the impact of lifetime transfers and transfers at death.
- 4.2 Recommend elementary tax plans in the context of investments and pensions advice.

Additional resources

The following resources may assist you with your studies.

Note: The examination will test the syllabus alone.

Supporting information for the syllabus can be found on the unit page via the CII website. The resources found here: www.cii.co.uk/learning will help you keep up-to-date with developments and provide a wider coverage of syllabus topics.

Additional reading material can also be found referenced throughout the study text.

Learning support

Personal taxation. London: CII. Study text R03.

Audio Revision, E-Learn, Key Facts Booklet, Knowledge Checker and Revision Extra are included with Enrolment plus (excluding Video Revision), or available at an additional cost (delivered via RevisionMate)

Supporting exam documents

Tax tables which are provided in your exam can be found here: www.cii.co.uk/learning/qualifications/assessment-information/before-the-exam/supporting-exam-documents/

Assessment information

Candidates should refer to the CII website for the latest information on changes to law and practice and when they will be examined:

- 1. Visit www.cii.co.uk/qualifications
- 2. Select the appropriate qualification
- 3. Select your unit from the list provided
- 4. Select qualification update on the right hand side of the page

Examination guide

The examination guide is available on the unit page via the CII website.

If you have a current study text enrolment, the current examination guide is included and is accessible via **RevisionMate** (ciigroup.org/login). Details of how to access RevisionMate are on the first page of your study text.

It is recommended that you study from the most recent versions of the examination guide.

Exam preparation

Exam preparation guidance and supporting exam documentation are available via the CII website. www.cii.co.uk/learning/qualifications/assessment-information