

## Practical Diploma Payroll - PDL

### Who is this training intended for?

The Practical Diploma Payroll (PDL) training course is intended for anyone who bears (joint) responsibility for the implementation of and/or control of the payroll administration. This includes employees of administration and accountancy firms, accountants, tax consultants, financial administration employees and HR employees.

### Goal

In addition to gaining theoretical knowledge in the field of wage tax, social insurance and Employment law, you learn to make and check various wage calculations. You will also gain skills and insight on benefit applications which are relevant to the HR, Payroll and Finance processes.

### Topics/Modules

- Payroll taxes level 4
- Labor law & Social Security level 4
- Personnel, Organization & Communication level 4

### Foreknowledge

PDL is given at MBO+ level. No specific prior knowledge is required for the training, but some knowledge of or experience with Dutch tax law, social legislation and employment law will make it easier to follow the training.

### Teaching material

- PDL Handbook
- Withholding tax handbook
- Online legislation
- P80's online platform

### Duration of training

- 78 hours (including 2 hours exam training per module)

### Study load

In addition to participating in the lessons, you are expected to prepare the lessons by studying the material at home and doing the exercises. Depending on your level of knowledge, the study load is on average 8 hours per week. In addition to a good effort, study discipline is a requirement to successfully complete this course.

### Exams

Each module is concluded with the nationally recognized exam of the [Netherlands Association for Practical Exams](#). As of September 2023 participants can do exams in English by using P80's Withholding tax handbook. With the PDL diploma you can register with [NIRPA](#) as a certified payroll professional-RSa .

### Continuing education

Professional Diploma Payroll Services (VPS) or Finance and Accounting (MBA)