**FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE**

**ACCOUNTING AND FINANCE/**

**TAX PREPARER CERTIFICATE (C25800C2)**

Effective: Fall 2022

Revised: 12/16/21

The Tax Preparer Certificate is designed to provide students with the basic knowledge and skills necessary to prepare federal individual and business income tax returns as well as NC tax returns.

In addition to course work in accounting principles, theories, and practices students will complete courses in federal and state income taxation for individuals and businesses and an introductory course in accounting spreadsheets utilizing Microsoft Excel.

Length: 2 Semesters

Prerequisite: Placement Test Equivalent

Award: Certificate

**FALL SEMESTER 1**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Prefix No.** | Title | **Class** | **Lab** | **Clinical** | **Credit** |
| **\***ACC120 | Prin of Financial Accounting | 3 | 2 | 0 | 4 |
| **\***ACC129 | Individual Income Taxes | 2 | 2 | 0 | 3 |
| **\*\***ACC130 | Business Income Taxes | 2 | 2 | 0 | 3 |
|  |  | ----- | ----- | ----- | ----- |
|  | **Totals** | **5** | **4** | **0** | **7** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**SPRING SEMESTER 1**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Prefix No.** | Title | **Class** | **Lab** | **Clinical** | **Credit** |
| ACC140 | Payroll Accounting | 1 | 3 | 0 | 2 |
| ACC149 | Intro to Acc Spreadsheets | 1 | 3 | 0 | 2 |
|  |  | ----- | ----- | ----- | ----- |
|  | **Totals** | **4** | **8** | **0** | **7** |

**TOTAL REQUIRED CREDITS.... 14**

**Work-Based Learning Option**: NA

**\* First 8 weeks**

**\*\* Second 8 weeks**