
ACCOUNTING

Tax Accounting Assistant Certificate

This 18 credit-hour certificate program provides students with a basic understanding of tax law and tax procedures. The certificate includes coursework needed to obtain an entry-level position in national "chain" tax preparation companies as well as in CPA and accounting firms.

Required:

Number	Course Title	Credits
ACC 101	Introduction to Financial Accounting	4
ACC 112	Quickbooks	2
ACC 155	Payroll Accounting	2
ACC 250	Individual Tax Accounting	3
ACC 251	Business Tax Accounting	3
ACC 261	Tax Research	1
CAS 160	Introduction to Business Software Packages ¹ or	
ENG 130	Business Writing	3

¹ Students may substitute 3 credit hours from CAS 105, CAS 115, CAS 125, or CAS 215.