



Accounting – Taxation Certificate

This certificate acknowledges student achievement and proficiency in preparing and reviewing the income tax returns of individuals and business entities together with an understanding of necessary federal and state tax administration compliance requirements that are necessary in the policies of the Internal Revenue Service and the Franchise Tax Board.

SUGGESTED PROGRAM COURSE SCHEDULE

SEMESTER 1

9 UNITS

Course	Units	Pre-Reqs [^]	Semesters offered*	GE Area
ACCT 301 Financial Acct	4	Advisory: ACCT 101, BUS 105, MATH 120 or 125	F(O, H), S(O), Su	CRC Area II(b)
ACCT 121 Payroll Acct	3	Advisory: ACCT 101	F, S	
CISA 315 Intro to Elec Spreadsheet	2	Advisory: CISC 302 or 310	F(O), S(O), Su(O)	

SEMESTER 2

7 UNITS

Course	Units	Pre-Reqs [^]	Semesters offered*	GE Area
ACCT 341 Computerized Acct	3	ACCT 101 or 301 Advisory: CISC 302	F, S, Su	
ACCT 125 Federal & State Individual Taxation	4	Advisory: ACCT 101 & 301	F(H), S(H)	

SEMESTER 3

6 UNITS

Course	Units	Pre-Reqs	Semesters offered*	GE Area
ACCT 128 Taxation of Corporations, Partnerships, Estates, and Trusts	4	ACCT 125	Check Class Schedule for Offering	
ACCT 160 Volunteer Income Tax	2	ACCT 125	S	

[^]You must have passed the prerequisite course(s) with a "C" or better; Corequisite must be taken during the same semester; Advisory means it is recommended but not required to enroll in the course.

*(O) = online available (H) = hybrid available

Career Options/Outlook: Prepare tax returns for individuals or small businesses. Use all appropriate adjustments, deductions and credits to keep clients' taxes to a minimum. Furnish taxpayers with sufficient information and advice to ensure correct tax form completion.

A sample of reported job titles: Certified Income Tax Preparer (CTP), Corporate Tax Preparer, Enrolled Agent, Income Tax Preparer, Master Tax Advisor, Tax Advisor, Tax Associate, Tax Consultant, Tax Preparer, Tax Specialist

Projected job opening in California (2018-2028):
1,680

Projected growth:
Average (4% to 6%)

Salary in California:
Median wage (2018): \$52,020/yr
Source:
<https://www.onetonline.org/link/summary/13-2082.00>