

TAX ACCOUNTING ASSISTANT/ENROLLED AGENT (EA) PREPARATION (CERTIFICATE)

Business & Information Technology

Program website (<https://www.harpercollege.edu/academics/business/accounting/tax-accounting-assistant-certificate.php>)

Program Overview

This 17 credit-hour certificate program provides students with a foundation in financial accounting, individual and business taxation, ethics, tax research, and professional communication. The certificate prepares students for entry-level positions as tax accounting assistants in CPA firms, accounting practices, and national tax preparation companies. In addition, the program offers coursework aligned with the IRS Enrolled Agent (EA) Special Enrollment Exam, giving students the opportunity to continue their professional development towards becoming a federally authorized tax practitioner. Individuals who successfully pass the Enrolled Agent Exam are authorized to prepare federal tax returns and represent taxpayers before the IRS.

Program Requirements

Code	Title	Hours
Required		
ACC 101	Introduction to Financial Accounting	4
ACC 250	Individual Tax Accounting	3
ACC 251	Business Tax Accounting	3
ACC 257	Ethics and Tax Practices	3
ACC 261	Tax Research	1
or ACC 283	CPA Review Course/Taxation and Regulation (REG)	
ENG 130	Business Writing	3
Total Hours		17

Program Learning Outcomes

- demonstrate proficiency in financial accounting and reporting
- interpret and apply federal taxation rules and regulations
- demonstrate understanding of tax ethics, practices, and procedures
- conduct effective tax research

Gainful Employment

Harper College provides Gainful Employment information to comply with the U.S. Department of Education.