

# ACCOUNTING 2520 – FEDERAL INCOME TAX COURSE SYLLABUS (3 credits)

**Instructor:** \_\_\_\_\_  
**E-mail address:** \_\_\_\_\_  
**Telephone:** \_\_\_\_\_  
**Consultation:** \_\_\_\_\_  
**Communication Plan:** \_\_\_\_\_

**PREREQUISITES:** ACCT 1120 or ACCT 2010 or ACCT 2010 or ACCT 2600

**COURSE DESCRIPTION:**

Accounting 2520 is an intensive beginning course in federal income tax law and personal income tax preparation. The goal in this course is for students to become proficient in the preparation of many personal federal income tax returns.

**TEXTBOOK AND DIGITAL ACCESS:**

- Textbook: Income Tax Fundamentals 2024 Edition by Gerald E. Whittenburg and Steven Gill
- Also required: digital access to Cengage's CNOW.
- Digital access to CNOW, including the etext, is included with your course fees. You are not required to purchase any additional course materials.

**COURSE METHODOLOGY:**

This course utilizes various procedures and learning experiences including reading, course videos (lectures), discussion questions, practice exercises, homework assignments, quizzes and exams. Active participation is essential for student success in this course.

**COURSE EVALUATION and GRADING:**

Course grades are determined by the students' achieved percentage based upon the relative weighting for homework assignments and examinations, as follows:

Practice and Homework Assignments	20%
Comprehensive Problems	22%
Chapter Quizzes	18%
Midterm exams	20%
Final project	<u>20%</u>
Total	100%

Grades are assigned using the following scale:

A	93-100%	B-	80-82.9	D+	67-69.9
A-	90-92.9	C+	77-79.9	D	63-66.9
B+	87-89.9	C	73-76.9	D-	60-62.9
B	83-86.9	C-	70-72.9	E	59.9 or less

**BRIEF DESCRIPTION OF ASSIGNMENTS/EXAMS:**

Graded work for this class is comprised of the following types of assignments:

- Multiple Choice (MC) assignments, found in CNOW, should be completed upon reading the textbook and watching the videos provided. These assignments are for practice and are a small percentage of your overall grade.
- Homework Problems (HW) that apply to the entire chapter are assigned in CNOW. They are comprised of short answer and fill-in-the-blank questions. Homework should be worked on as you learn the materials contained in the chapter. When working the problems in CNOW, you can use the "check my work" feature three times.
- Comprehensive problems (CP), which are tax returns, found in CNOW or in Canvas, are assigned for select chapters. Multi-chapter CPs will also be completed. When working the problems in CNOW, you can use the "check my work" feature four times. However, I recommend that you complete the entire assignment before using your first "check my work" click.
- Quizzes will be taken along with each chapter and can be found in CNOW. Quizzes are comprised of multiple-choice questions relating to the topics discussed in each chapter.
- A single case assignment (located and submitted in Canvas) is due at the end of the semester. Topics include various ethical issues and research opportunities.
- Two mid-term exams, each focusing on about 5 chapters each. The mid-terms will be formatted similar to the homework and quizzes. This course will use Lockdown Browser and Respondus Monitor for the midterm exam, unless the exam is taken in the SLCC testing center. You may reference your textbook and notes while taking exams. Students are expected to work independently on the midterm exams.
- Final project. In lieu of a final exam, a final project will be due on Tuesday during finals week. The project will consist of a comprehensive tax return. Students are expected to work independently on the final project.

**EXTRA CREDIT:**

Extra credit of up to 3% of the overall course grade may be offered by the instructor.

**LATE WORK:**

Students tend to be more successful when they stay current on the course assignments. To encourage relatively timely submission of assignments, late work is allowed as follows:

- Homework, Comprehensive Problems and Quizzes completed in CNOW will be open at least 2 weeks prior to their due date and will be available through the end of the semester, but are recommended to be completed by the due date of the exam which that chapter refers to. Late penalties will not be assessed on assignments completed in CNOW.
- The syllabus quiz and other assignments, including those completed by hand will be open at least 2 weeks prior to their due date and will only be available for one week beyond their due date, unless prior arrangements are made for extenuating circumstances. Late assignments will be subject to a late penalty of 2% per day, with a maximum of 15%.
- Exams are taken on select days. Late exams are subject to a late penalty of 15%, if prior arrangements for extenuating circumstances have not been made.

**ACCOUNTING LAB:**

The Accounting Lab is located in the Business Resource Instructional Center (BRIC) on the Taylorsville Redwood Campus. Free tutoring, both in person and online, may be available (check for times). The BRIC also provides a place to study, access a computer, and borrow a textbook.

**PROFESSIONAL MANNER:**

Swearing & rude comments (whether made in the classroom or electronically) are not acceptable. You are expected to use complete sentences and correct grammar in your emails to your instructor and all other written communication. You will be held to a professional business standard in these areas.

**STUDENT CODE OF CONDUCT:**

Students are expected to follow all provisions of the Student Code of Conduct available here:  
[http://www.slcc.edu/policies/docs/Student\\_Code\\_of\\_Conduct.pdf](http://www.slcc.edu/policies/docs/Student_Code_of_Conduct.pdf)

**COURSE LEARNING OUTCOMES:**

- Construct a federal income tax return from given information.
- Identify relevant data to include on a federal income tax return.
- Identify which form(s) and schedule(s) are necessary when completing a federal income tax return.
- Apply the federal income tax laws to given taxpayer scenarios.
- Compute the total for each federal income tax form or schedule.
- Compute the federal income taxes due.
- Assemble the federal income tax return in the correct order.
- Describe the ethical considerations inherently involved in federal income tax preparation.

**COLLEGE-WIDE STUDENT LEARNING OUTCOMES:**

- Acquire substantive knowledge
- Communicate effectively
- Develop quantitative literacies
- Think critically
- Express creatively
- Knowledge and skills to be civically engaged
- Work with others in a professional and constructive manner
- Develop information literacy
- Develop computer literacy

**INSTITUTIONAL POLICIES**

As members of our academic community, we would like to invite you to review the Institutional Syllabus which covers important policies and procedures. This document contains important links for students on the code of student rights and responsibilities, academic integrity, and grading policies, Title IX and other important acknowledgements. By familiarizing yourself with this information, you can help us create a safe and respectful environment for everyone.

You can access the document by clicking on the following link:

<https://slcc.instructure.com/courses/530981/pages/institutional-syllabus>