

# Tax Practitioner Certificate (TXPC)

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## Tax Practitioner Certificate (TXPC)

The Tax Practitioner Certificate prepares individuals for employment in tax preparation. Students learn to prepare federal, state, and local tax returns as well as forms required for trusts, estates, and nonprofit organizations. Students also gain experience by participating in the Volunteer Income Tax Assistant (VITA) program of the Internal Revenue Service and are prepared to pass the VITA Basic Level certification test. This certificate program does not include cooperative education.

For more information, please contact the Business Technologies Division at (513) 569-1620.

To apply for this program at Cincinnati State, visit our Admissions Page (<http://www.cincinnati.edu/academics/admission>)

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Semester 1		Lec	Lab	Credits
ACC 101	Financial Accounting	2	2	3
ACC 175	Federal Taxation: Individuals	3	0	3
LAW 101	Business Law	3	0	3
IM 111	Computer Applications 1	2	3	3
Semester 2				
ACC 180	Federal Taxation: Business	3	0	3
ACC 185	State and Local Taxation	3	0	3
ACC 221	Volunteer Income Tax Assistant 1	2	2	3
IM 120	Electronic Spreadsheets: Microsoft Excel	2	3	3
Semester 3				
ACC 121 & ACC 122	Computerized Bookkeeping: QuickBooks 1 and Computerized Bookkeeping: QuickBooks 2 *	0	4	2
ACC 222	Volunteer Income Tax Assistant 2	1	4	3
ACC 250	Advanced Taxation	3	0	3
Total Credits:		24	18	32

\* These 7-week courses are offered consecutively during the same semester.

## Faculty

### Program Chair

Professor Michele Geers, CPA  
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