

# 2023-2024 TTC Catalog

## Tax Preparer

### Certificate in Applied Science

#### 15 Credit Hours

This certificate provides students with knowledge of accounting principles related to payroll and tax preparation, including federal and state/local tax procedures, payroll accounting and accounting software.

#### Major Requirements

ACC 124 Individual Tax Procedures 3  
ACC 150 Payroll Accounting 3  
ACC 224 Business Taxation 3  
ACC 246 Integrated Accounting Software 3  
BUS 121 Business Law I 3

Total: 15

#### Admission Requirements

Admission into this program requires proof of high school graduation (or GED) and qualifying scores on SAT, ACT or the TTC placement test.