

SOUTHEASTERN UNIVERSITY
FEDERAL TAXATION I
ACTG 4133 — FALL 2012

INSTRUCTOR: Natasha Ware, CPA, MACC

OFFICE: **Location:** College of Business & Education Building
 Phone: 863-667-5637
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 Hours: (subject to change)

		<u>Wednesda</u>		
<u>Monday</u>	<u>Tuesday</u>	<u>y</u>	<u>Thursday</u>	<u>Friday</u>
11 - 12	3 - 4	11 - 12	3 - 4	11 - 12
2 - 5		2 - 5		2 - 3

Mission Statement:

Southeastern, a dynamic, Christ-centered university, fosters student success by integrating personal faith and higher learning. Within our loving Pentecostal community, we challenge students to a lifetime of good work and of preparing professionally so they can creatively serve their generation in the Spirit of Christ.

Texts: South-Western Federal Taxation Comprehensive Volume, 2013 edition, by Willis, Hoffman, Maloney, & Raabe.

Course Description: (Prerequisite – ACTG 3123) This class covers tax issues encountered by individuals. Includes tax planning, tax compliance, and tax alternatives.

I. Purpose

The purpose of this course is to familiarize the student with federal tax law, policies, and research as it relates to the individual filers.

II. Objectives

A. General Learning Objectives: This course seeks to:

1. Explain the common terms used in federal taxation.
2. Explain how the individual is affected by federal taxation.
3. Examine how to conduct tax research and tax planning.
4. Explain tax return preparation.

B. Specific Behavioral Objectives. As a result of the activities and study undertaken in this course, a student should be able to:

1. Demonstrate an ability to apply concepts to solve industry problems.
2. Perform decision support tasks using common tax research procedures.
3. Perform decision support tasks using tax planning strategies.
4. Demonstrate competency in manual and computerized tax return

preparation.

III. Topics

- A. Overview of Tax History
- B. Different types of taxation
- C. Income items
- D. Deduction items
- E. Property transaction
- F. Alternative Minimum Tax
- G. Accounting periods and methods
- H. Tax Return Preparation

IV. Instructional Procedures

- A. Lecture/Discussion
- B. End of Chapter Assignments
- C. In-class Group Work
- D. Tests
- E. Case Studies / Tax Return Preparation

V. Responsibilities of Students

Information in each chapter and each assignment will provide a framework for the next topic of discussion. The pace of this course is intense, and the workload is significant. Accordingly, students must commit to the following guidelines:

Preparation—the class discussion will mean little if text material is not read.

Promptness—late arrivals disrupt the class and adversely impact the decorum of the process.

Participation—it is each student's responsibility to share in the advancement of the group.

Presence—you are responsible to find out what was missed and what may be due in the next class session if you are absent. You are also responsible to turn in items due on or before their due dates, even if you are not in class.

VI. Academic Policies

Academic Honesty—all academic dishonesty, including plagiarism, will be reported.

Course Material—material will be covered in class that is **not** presented in the textbook. Exams will cover this material as well as the assigned textbook material.

Exams—**failure to take an exam on the assigned date will result in a ZERO for that test** unless I approve the absence in advance or it is an emergency that is excused by the Academic Dean. If you travel on a school-approved organization, such as an athletic team, you are responsible for submitting required material prior to your departure or via email while traveling.

Cell Phones – **May not be used during class. They should be turned off!**

Other—all other academic policies are described in the [Student Handbook](#).

VII. Evaluation

College level work is expected and will be necessary in order to do well in this course.

Accounting is not a math class. You cannot memorize formulas and then “plug and chug.”

Accounting is also not a history class. You cannot try to memorize facts the night before exams.

Accounting is a practice! Students should plan on the following in order to succeed in this course:

- Read each chapter
- Actively answer the end of chapter questions and participate in class
- Work the exercises and problems until understanding occurs. This may mean working the problems, getting them wrong, reworking them, and possibly repeating the cycle. Practice is the key!
- Seek help if you still do not fully understand a concept or problem. The instructor is here for you. Your fellow classmates are wonderful resources as well. Feel free to make use of the Chat and Discussion

features in our Blackboard classroom.

A. Evaluation Activities

1. Four Exams – each regular exam is worth approximately 20% of your grade after dropping the lowest exam score.
2. Tax Return Case Studies – the two case studies account for approximately 20% of your final grade.
3. End of Chapter Assignment Preparation – this will not be used for grading purposes, but will be used to evaluate a student's interest level in the class.

Tax Return Case Study 1	50 points
Tax Return Case Study 2	50
Exam I	100
Exam II	100
Exam III	100
Exam IV	100
Final Exam	100
<u>Less: Lowest Exam I - IV Score</u>	<u><100></u>
Total	<u>500 points</u>

B. Grading Scale

90% - 100%	A	450-500 points
80% - 89%	B	400-450
70% - 79%	C	350-400
60% - 69%	D	300-350
Below 60%	F	000-300

VIII. Course Schedule

Class Schedule (**subject to change depending upon the pace of the class**):

Homework will be assigned at the end of each respective class period.

<u>Class Week*</u>	<u>Chapter / Topic</u>
Week 1	Chapter 1
Week 2	Chapters 2
Week 3	Chapter 3
Week 4	Exam I
Week 5	Chapter 4
Week 6	Chapter 5
Week 7	Exam II
Week 8	Chapter 6
Week 9	Chapter 7
Week 10	Chapter 8
Week 11	Exam III
Week 12	Chapter 9
Week 13	Chapter 10
Week 14	Exam IV
Week 15	Tax Return Case Study 1 and 2

*Note - the weeks are class weeks and are different from calendar weeks due to holidays and other time away from the academic calendar.

IX. Chapter Assignments

Chapter 1:

Discussion questions you should prepare – 7, 14, 16, 19, 21, 22, 40, 43, 44, 52

Chapter 2:

Discussion questions you should prepare – 4, 10, 11, 18, 19, 21

Problems we will cover – 36

Chapter 3:

Discussion questions you should prepare – 2, 4, 9, 10, 15, 17, 23, 25

Problems we will cover – 29, 30, 31, 33, 41, 48, 49

Chapter 4:

Discussion questions you should prepare – 3, 4, 6, 8, 12, 14, 20, 21, 23, 25

Problems we will cover – 28, 29, 30, 31, 35, 36, 38, 40, 41, 43, 44, 53, 55

Chapter 5:

Discussion questions you should prepare – 1, 2, 5, 6, 7, 10, 11, 16, 17, 22, 26

Problems we will cover – 29, 31, 34, 36, 37, 43, 50, 51

Chapter 6:

Discussion questions you should prepare – 4, 5, 7, 10, 11, 16, 19, 20

Problems we will cover – 34, 35, 37, 41, 42, 47, 48, 50, 61

Chapter 7:

Discussion questions you should prepare – 2, 4, 8, 9

Problems we will cover – 30, 31, 33, 35, 37, 38, 43, 44

Chapter 8:

Discussion questions you should prepare – 5, 6, 11, 22, 27, 29

Problems we will cover – 31, 32, 33, 34, 35, 36, 37, 39, 40, 58, 59

Chapter 9:

Discussion questions you should prepare – 2, 6, 8, 10, 11, 14, 16, 17, 21, 23, 31

Problems we will cover – 32, 35, 38, 40, 41, 43, 45, 46, 53

Chapter 10:

Discussion questions you should prepare – 1, 2, 3, 5, 12, 17, 18, 20

Problems we will cover – 24, 25, 26, 31, 34, 35, 36, 38, 40,

X. Class Attendance

Students are both expected and encouraged to attend classes regularly. **Attendance means arriving on time and being present in class with textbook, pencil/pen, and calculator.** The lack of attendance may affect a student's grade. For traditional fall and spring semesters, a student may miss a class without penalty equal to the number of times a class meets per week as follows:

1. If the class meets once a week a student may miss one class.
2. If the class meets two times a week a student may miss two classes.
3. If the class meets three times a week a student may miss three classes.

If a student's absences exceed the number of times a class meets per week, a professor may:

- Subject the student to a penalty of not more than one letter grade based on attendance alone.
- Recommend to the Vice President for Academic Affairs that a student with excessive absences be withdrawn from the course.

Being late to class also counts towards your absences. I track late arrivals as follows:

1. If the class meets once a week, each tardy is one-half of an absence
2. If the class meets two times a week, each tardy is one-half of an absence
3. If the class meets three times a week, each tardy is one-third of an absence

The last day to officially withdraw from this course is Friday, October 26, 2012. A Course Withdrawal form (available in the Office of the Registrar or on the University website under Academics/Registrar/Forms) must be submitted no later than 11:59 PM on October 26, 2012.

XI. Students with Disabilities

Southeastern University is committed to the provision of reasonable accommodations for students with learning and/or physical disabilities as defined in Section 504 of the Rehabilitation Act of 1973. Students who think they may qualify for these accommodations should notify their instructor. You will be directed to contact the coordinator of Academic Services at 863-667-5157.

XII. Official Communication Statement

Southeastern University requires all faculty, staff and students to use their Southeastern email address for official university communication. Students are required to check Southeastern email daily as they will be held accountable for all communications sent through this medium.

XIII. Final Exam Policy

Every professor is obligated to administer a final exam or hold an appropriate class during the regularly scheduled exam period.

Every student is obligated to take the final exam or attend that appropriate class during the regularly scheduled exam period.

Please plan accordingly and carefully for final exams. *You must not plan vacations, ministry appointments, weddings, airline flights, or any other similar activity or engagement that will conflict with the final exam schedule. Also, do not schedule any of these activities so close to your final exam that the commute to the activity conflicts with the final exam schedule.*

Final exams will be administered in the room where the class normally meets. Students with *more* than 3 exams scheduled on one day can petition the instructor and department chair/college dean to take one of the exams another day.

XIV. Additional Assistance

Tutoring (Academic Center for Enrichment, Modular #5)

Provides tutoring for developmental students and all students in need of tutoring.

Retention (Addison Building, Office # 222)

Provides counseling for students planning to withdrawal. Helps withdrawing students find financial and other resources to be able to stay in school. Seeks to identify “at risk” students prior to withdrawal.

FINAL EXAM SCHEDULE

Fall 2012

Final exams will be administered December 10-13, 2012 in the room where the class normally meets. Students with *more* than 3 exams scheduled on one day can petition the instructor and department chair/dean to take one of the exams another day.

Monday/Wednesday/Friday Classes

Classes that meet one or more of these days

CLASS TIME	EXAM DATE	EXAM TIME
7:00-7:50 a.m.	Monday – Dec 10	8:00-9:50 a.m.
8:00-8:50 a.m.	Wednesday –Dec 12	8:00-9:50 a.m.
9:00-9:50 a.m.	Monday – Dec 10	10:00-11:50 a.m.
10:00-10:50 a.m.	Wednesday –Dec 12	10:00-11:50 a.m.
11:00-11:50 a.m.	Monday – Dec 10	12:00 noon-1:50 p.m.
12:00-12:50 p.m.	Wednesday – Dec 12	12:00 noon-1:50 p.m.
1:00-1:50 p.m.	Monday – Dec 10	2:00-3:50 p.m.
2:00-2:50 p.m.	Wednesday –Dec 12	2:00-3:50 p.m.
3:00-3:50 p.m.	Monday – Dec 10	4:00-5:50 p.m.
4:00-4:50 p.m.	Wednesday –Dec 12	4:00-5:50 p.m.

Classes that meet 5:00 p.m. or later one day per week will test on the day and time the class normally meets during finals week. Saturday exams should be arranged at the convenience of the instructor and students.

Tuesday/Thursday Classes

Classes that meet either one or both days

CLASS TIME	EXAM DATE	EXAM TIME
7:35-8:50 a.m.	Tuesday – Dec 11	8:00-9:50 a.m.
8:00-8:50 a.m.	Thursday – Dec 13	8:00-9:50 a.m.
10:35-11:50 a.m.	Tuesday – Dec 11	10:00-11:50 a.m.
12:00-1:15 p.m.	Thursday – Dec 13	10:00-11:50 a.m.
1:25-2:40 p.m.	Tuesday – Dec 11	12:00 noon-1:50 p.m.
2:50-4:05 p.m.	Thursday – Dec 13	12:00 noon-1:50 p.m.
4:15-5:30 p.m.	Tuesday – Dec 11	2:00-3:50 p.m.

Classes that meet 5:00 p.m. or later one day per week will test on the day and time the class normally meets. Saturday exams should be arranged at the convenience of the instructor and students.

Please plan accordingly for final exams. You must not plan vacations, ministry appointments, weddings, purchase airline tickets, or any other similar activity or engagement that will conflict with the final exam schedule.

Consent to Comply

I _____ have read, understood, and
Student's Name (print)

will keep in my possession the Course Syllabus for ACTG 4133, Southeastern University, Fall 2012/2013. I understand that in compliance with the syllabus and the Student Handbook, for both instructional and evaluation purposes, I may be responsible for electronically submitting my written work to Turnitin®. With the affixing of my signature below, I agree to comply to the terms therein.

My Signature

Date