

RARITAN VALLEY COMMUNITY COLLEGE ACADEMIC COURSE OUTLINE

ACCT 226 VOLUNTEER INCOME TAX ASSISTANCE (VITA)

I. Basic Course Information

A. Course Number and Title: ACCT 226 – Volunteer Income Tax Assistance (VITA)

B. New or Modified Course: Modified

C. Date of Proposal: Fall 2022

D. Effective Term: Fall 2023

E. Sponsoring Department: Business and Public Service

F. Semester Credit Hours: 3.0

G. Weekly Contact Hours: 5.0 Lecture: 1.0
 Laboratory: 4.0
 Out of class student work per week: 2.0

H. ☐ Prerequisite (s):

☐ Corequisite (s):

☐ Prerequisite (s) and Corequisite (s):

I. Additional Fees: None

J. Name and Telephone Number or e-mail Address of Department Chair and Divisional Dean at time of approval: Tracy Rimple, tracy.rimple@raritanval.edu, Patrice Marks, patrice.marks@raritanval.edu

II. Catalog Description

The VITA program provides low to moderate income taxpayers assistance in the preparation of their tax returns. Students receive Internal Revenue Service (IRS) training to help prepare tax returns in the local community. Once training is completed, students must pass the IRS's written examination to become VITA certified and complete the required staffing hours during tax filing season. Emphasis is on the application of current tax law, communication skills, and community service. Course is offered in the Spring semester only.

III. Statement of Course Need

- A. This course is designed to give students hands-on tax preparation experience through the IRS's VITA program. Students are learning practical application of their knowledge of individual taxation while helping low to moderate income taxpayers in the community. Employers in the accounting profession highly value the experience gained through individual tax return preparation.
- B. This course will be in a computer lab because the tax returns must be prepared online using IRS approved software.
- C. This course generally transfers as a business or accounting program requirement or as an elective dependent on the transfer institution.

IV. Place of Course in College Curriculum

- A. Free Elective
- B. This course serves as an Accounting or Business Elective
- C. To see course transferability: a) for New Jersey schools, go to the NJ Transfer website, www.njtransfer.org; b) for all other colleges and universities, go to the individual websites.

V. Outline of Course Content

- A. Review VITA program topics
 - 1. Current tax law changes
 - 2. Filing Basics
 - 3. Taxable Income
 - 4. Adjustments to Income
 - 5. Deductions
 - 6. Credits
 - 7. Amended and Prior Year Returns
- B. Pass VITA Preparer Exam
- C. Use IRS Tax Preparation Software
- D. Prepare Research Paper on Tax Topic

VI. A. Course Learning Outcomes:

At the completion of the course, students will be able to:

- 1. Synthesize and evaluate given financial information (GE IL).
- 2. Identify and research tax issues. (GE 4)
- 3. Produce accurate tax returns. (GE 2)

B. Assessment Instruments

- A. exam (required)

- B. research papers (required)

VII. Grade Determinants

- A. projects
- B. tests (required)
- C. presentations
- D. research papers
- E. computer programs

Modes of Teaching and Learning

- A. lecture/discussion
- B. small-group work
- C. computer-assisted instruction
- D. guest speakers
- E. laboratory
- F. student oral presentations
- G. simulation/role playing
- H. student collaboration
- I. independent study

VIII. Texts and Materials

- A. internet sources
- B. other computer-based sources
- C. other

Please Note: The course outline is intended only as a guide to course content and resources. Do not purchase textbooks based on this outline. The RVCC Bookstore is the sole resource for the most up-to-date information about textbooks.

IX. Resources

Computers with internet resources.

X. Honors Option

N/A