



COURSE OUTLINE: ACC224 - PERSONAL TAX

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Course Code: Title	ACC224: PERSONAL TAX
Program Number: Name	2050: BUSINESS -ACCOUNTING
Department:	BUSINESS/ACCOUNTING PROGRAMS
Academic Year:	2024-2025
Course Description:	In this course, students will acquire a basic working knowledge of the Canadian Income Tax System. The students will become familiar with theoretical concepts and technical rules in the Income Tax Act, specifically those applicable to individual taxpayers, and learn to apply them to the determination of net and taxable income and to the calculation of income taxes payable. Students will use the knowledge acquired to prepare a personal income tax return using tax software.
Total Credits:	4
Hours/Week:	4
Total Hours:	56
Prerequisites:	There are no pre-requisites for this course.
Corequisites:	There are no co-requisites for this course.
Substitutes:	BCA206
Vocational Learning Outcomes (VLO's) addressed in this course:	2050 - BUSINESS -ACCOUNTING
Please refer to program web page for a complete listing of program outcomes where applicable.	VLO 4 Prepare individuals income tax returns and basic tax planning in compliance with relevant legislation and regulations.
	VLO 6 Analyze, within a Canadian context, the impact of economic variables, legislation, ethics, technological advances and the environment on an organization's operations.
	VLO 8 Contribute to recurring decision-making by applying fundamental financial management concepts.
Essential Employability Skills (EES) addressed in this course:	EES 1 Communicate clearly, concisely and correctly in the written, spoken, and visual form that fulfills the purpose and meets the needs of the audience.
	EES 2 Respond to written, spoken, or visual messages in a manner that ensures effective communication.
	EES 3 Execute mathematical operations accurately.
	EES 5 Use a variety of thinking skills to anticipate and solve problems.
	EES 8 Show respect for the diverse opinions, values, belief systems, and contributions of others.
	EES 9 Interact with others in groups or teams that contribute to effective working relationships and the achievement of goals.
Course Evaluation:	Passing Grade: 50%,



A minimum program GPA of 2.0 or higher where program specific standards exist is required for graduation.

Books and Required Resources:

Canadian Income Taxation with Connect Access by Bill Buckwold
 Publisher: McGraw Hill Edition: Most recent
 ISBN: most recent version
 ISBN: 9781266019548 or 9781266010576 (EBook with Connect)

Course Outcomes and Learning Objectives:

Course Outcome 1	Learning Objectives for Course Outcome 1
Utilize the Income Tax Act to analyze tax situations.	1.1 Explain the structure of the ITA and define terminology used in interpreting it. 1.2 Explain the role that accounting plays in Income Tax. 1.3 Use available resources (The Act, Interpretation Bulletins, Folio Views, CRA website) to analyze tax situations. 1.4 Organize tax information in accordance with the statutory scheme. 1.5 Identify situations where ethical problems may occur and analyze ethical problems related to tax preparation and advising. 1.6 Explain income tax return requirements, including filing obligations for individuals carrying on a business or not, filing deadlines, basic withholding rules, and circumstances which require income tax installment payments. 1.7 Calculate installment payment amounts for individuals and corporations as well as determine their due dates.
Course Outcome 2	Learning Objectives for Course Outcome 2
Evaluate the residency status of individuals in a variety of situations and state conclusions after examining the relevance of the facts presented.	2.1 Analyze facts and reach conclusions regarding the residency status of individuals. 2.2 Differentiate between residents, non-residents and deemed residents. 2.3 Identify the types of income taxed in Canada for residents and non-residents. 2.4 Identify sources of income and calculate net income for tax purposes.
Course Outcome 3	Learning Objectives for Course Outcome 3
Calculate net income from employment including taxable benefits and allowable deductions.	3.1 Examine facts and reach conclusions regarding the employment status of workers using Revenue Canada criteria. 3.2 List the fundamental rules for determining employment income and use the basic formula. 3.3 Describe how non-salary benefits are taxed and the analysis to determine whether a benefit is required to be included in employment income. 3.4 Apply the employee benefit analysis to determine whether they are taxable and whether there are any administrative concessions made by the CRA. 3.5 Explain the basic elements of tax planning for employee benefits, including tax deferral opportunities and the tax treatment to the employer.

	<p>3.6 Describe the three different types of vehicle definitions in the ITA and the implications for income tax purposes.</p> <p>3.7 Explain the concept of personal travel, its importance, and how it is determined.</p> <p>3.8 Calculate the standby charge and operating cost benefits that apply to employees who are provided with an automobile that is leased or owned by their employer.</p>
Course Outcome 4	Learning Objectives for Course Outcome 4
Calculate net income from business for owner/operated business.	<p>4.1 Distinguish between business and personal expenses.</p> <p>4.2 List the guiding principles for determining deductibility of expenses from business income.</p> <p>4.3 Calculate business income for a proprietorship or partnership.</p> <p>4.4 Calculate office in home expense.</p>
Course Outcome 5	Learning Objectives for Course Outcome 5
Calculate income or loss from property in accordance with the Income Tax Act.	<p>5.1 Define the various sources of property income and methods of reporting each source.</p> <p>5.2 Explain and apply the rules for the annual reporting of interest.</p> <p>5.3 Determine and compute the amount of income (and loss) from various types of property.</p>
Course Outcome 6	Learning Objectives for Course Outcome 6
Calculate the taxable capital gains and allowable capital losses in a variety of situations and distinguish between business income and capital gains.	<p>6.1 Distinguish between business income or loss and a capital transaction.</p> <p>6.2 Differentiate between personal use property, listed personal property and all other properties and use applicable rules to determine capital gain or loss.</p> <p>6.3 Apply the general rules to determine capital gains and losses.</p> <p>6.4 Calculate the capital gains reserve.</p> <p>6.5 Demonstrate an understanding of the rules regarding the deductibility of capital losses through computation.</p>
Course Outcome 7	Learning Objectives for Course Outcome 7
Identify other sources of income and other deductions used to calculate net income for tax purposes.	<p>7.1 Determine and compute income (and loss) from additional sources inside or outside Canada, including:</p> <p>7.1.1 Pension benefits.</p> <p>7.1.2 Retiring allowances.</p> <p>7.1.3 Spousal support.</p> <p>7.1.4 Death benefits, Deferred Income Plans, Scholarships, Bursaries and Research grants.</p> <p>7.2 Determine and compute the amounts that may be deducted for:</p> <p>7.2.1 Moving expenses.</p> <p>7.2.2 Childcare expenses.</p> <p>7.2.3 Contributions to RRSPs.</p> <p>7.2.4 Spousal support.</p>

	7.3 Calculate net income for tax purposes in accordance with the statutory scheme outlined in the ITA.
Course Outcome 8	Learning Objectives for Course Outcome 8
Compute federal income tax payable by, and tax credits allowable to, individual taxpayers.	8.1 Calculate federal taxes payable. 8.2 Determine non-refundable tax credits available to an individual and make appropriate calculations. 8.3 Compute net income for tax purposes, taxable income and net federal taxes payable in a variety of situations.
Course Outcome 9	Learning Objectives for Course Outcome 9
Proficiently utilize tax software to accurately prepare individual tax returns.	9.1 Efficiently navigate the tax software interface. 9.2 Input taxpayer information accurately. 9.3 Interpret error messages and troubleshoot issues encountered during tax return preparation. 9.4 Utilize software tools effectively to ensure accuracy and compliance. 9.5 Validate and review completed tax returns for accuracy before submission.

Evaluation Process and Grading System:

Evaluation Type	Evaluation Weight
Tax Clinics (training, participation and reflection)	30%
Test #1	20%
Test #2	20%
Various assignments	30%

Date: May 18, 2024

Addendum: Please refer to the course outline addendum on the Learning Management System for further information.