

# WHAT DOES AN ENROLLED AGENT DO?

An enrolled agent is an individual who is authorized to complete tax returns and represent taxpayers before the IRS at all administrative levels except Tax Court.

Individuals wishing to become an Enrolled Agent must pass the national, comprehensive three-part Special Enrollment Exam (SEE). The SEE is an additional cost and is taken off-campus with an IRS approved exam provider.

The Enrolled Agent credential is the highest awarded by the IRS. Becoming an Enrolled Agent can expand your knowledge about tax preparation and set you apart in your industry. It is a great pathway to a career in tax preparation or to boost your professional qualifications.

Individuals who obtain this elite status must adhere to strict ethical standards and complete 72 hours of continuing education courses every three years.



## Prepare for the NATIONAL ENROLLED AGENT EXAM

Are you analytical, organized, and detail-oriented? Do you have a strong code of ethics and a desire to help clients with tax-related issues? If so, you may enjoy a career as an Enrolled Agent.

Enrolled Agents are tax professionals who are federally authorized to represent taxpayers before the IRS. Their expertise is invaluable, and they enjoy high prestige among tax professionals.

## LAPTOPS AVAILABLE!

Students have the option to checkout a laptop for free during their participation in Enrolled Agent courses.

Scottsdale Community College  
9000 E. Chaparral Road  
Scottsdale, AZ 85256-2626

[www.scottsdalecc.edu](http://www.scottsdalecc.edu)



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# ENROLLED AGENT CERTIFICATE

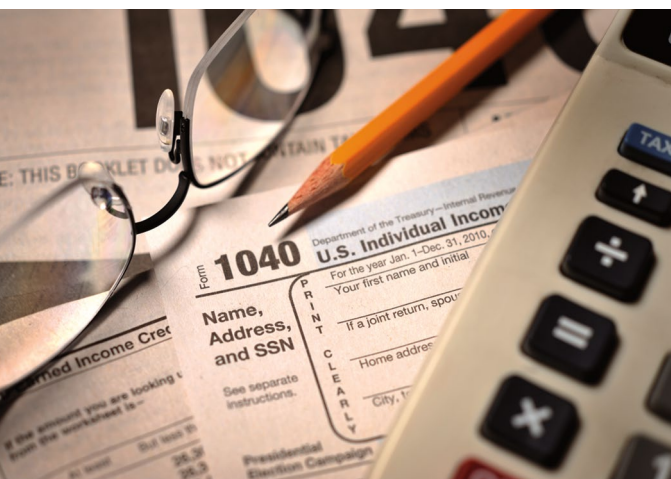
BECOME AN IRS AUTHORIZED TAX PREPARER



## YOUR FUTURE IN TAX PREPARATION STARTS HERE!

# ENROLLED AGENT PROGRAM AT SCC

The Enrolled Agent (EA) Certificate of Completion (CCL) is designed to prepare students for the Enrolled Agent Exam. Enrolled Agents are federally authorized tax practitioners who may represent taxpayers before the IRS when it comes to collections, audits, and appeals. Enrolled agents' expertise in the continually changing field of taxation enables them to effectively represent taxpayers at all administrative levels within the IRS. The EA certificate leads directly into the Associate of Applied Science in Accounting.



## WHY COMPLETE ENROLLED AGENT AT SCC?

- Laptops are available to checkout for free during the program.
- Classes are offered online and in-person, and in regular length or accelerated formats, to best fit your schedule.
- Real instructors guide you through the material, rather than the automated preparation systems offered elsewhere.
- The Enrolled Agent program at SCC can help prepare you for all three parts of the Special Enrollment Exam (SEE).
- Practice exams help you prepare for the SEE exams.

COURSE	DESCRIPTION
<b>ACC111</b> Accounting Principles I (3 credits) - OR - <b>ACC211</b> Financial Accounting (3 credits)	Fundamental theory of accounting principles and procedures.  Introduction to theory and practice in the preparation and interpretation of general purpose financial statements.
<b>ACC121*</b> Income Tax Preparation (3 credits)	Practical experience in preparing individual federal income tax returns.
<b>ACC221*</b> Tax Accounting (3 credits)	Preparation of and accounting procedures for individuals; introduction to partnerships and corporate tax structures.
<b>ACC224*</b> Tax Practice and Administration (3 credits)	Federal income tax representation, practices and procedures. Prerequisites: A grade of C or better in ACC121.
<b>CIS105</b> Survey of Computer Information Systems (3 credits)	Overview of computer technology, concepts, terminology, and the role of computers in business and society.
<b>RESTRICTED ELECTIVE</b> (2-3 credits) Choose one of the courses listed to the right.	<ul style="list-style-type: none"> <li>• <b>ACC105</b> Payroll, Sales and Property Taxes</li> <li>• <b>ACC112</b> Accounting Principles II</li> <li>• <b>ACC115</b> Computerized Accounting</li> <li>• <b>ACC270AB</b> or <b>270AC</b> Accounting Internship. Many choose to complete the internship with the Volunteer Income Tax Assistance (VITA) program</li> </ul>
<b>17-18 credits total</b>	

\* Course prepares students for part of the Special Enrollment Exam (SEE).

## CAREER OUTLOOK

Enrolled agents are often in high demand and command strong salaries.

An entry-level enrolled agent in Arizona can typically expect to earn an average of \$54,913 per year.\*\*

Specific pay depends on a variety of factors, such as the number of years of experience, type of experience, and work location.

The average enrolled agent salary in Phoenix, Arizona is \$67,661. \*\*\*

\*\* [www.surgent.com/resources/ea-salary-guide](http://www.surgent.com/resources/ea-salary-guide)

\*\*\* [www.ziprecruiter.com/salaries/enrolled-agent-salary](http://www.ziprecruiter.com/salaries/enrolled-agent-salary)

**Certify your tax preparation skills!**

**TO LEARN MORE, CONTACT US TODAY!**

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