Instructor: Michael Mayberry  
Email: mayberry@ufl.edu  
Phone: 352-294-1691  
Office: GER 325  
Course Website: lss.at.ufl.edu (Canvas System Entry)

Class Meeting Dates/Times:
Module 3: Jan 3 – Feb 24  
Section 2D48: Tuesday and Thursday, 9:35– 11:30  
Section 2D49: Tuesday and Thursday, 11:45 – 1:40

Final Exam: Thursday, Feb 23, during class time

Class Location: GER 229  
Office Hours: Thursday, 1:50 – 2:50

TA: Ryan Muchnick  
TA Office Hours: TBD, before exams and by appointment  
TA email: rmuchnick@ufl.edu

Textbook  

A copy of the Internal Revenue Code is NOT required for this course. Those who are planning to pursue future classes in income taxation may wish to purchase an Internal Revenue Code.

Course Introduction and Objectives

This is an introductory tax course designed for students of accounting. It is the first of a two part series. Although not all accounting students ultimately work in tax-related professions, a basic understanding of tax fundamentals is important for almost any financial professional. At a minimum, the course will introduce you to basic tax concepts that will be important for the CPA exam, for interactions with clients, and/or for most other professions in accounting or finance. Thus, it is important for most accounting professionals to have some basic knowledge of tax. The objectives for this course are threefold:

1. To understand the conceptual standards of tax policy.
2. To obtain a basic knowledge of federal tax laws with respect to the timing and character of income and expenses.
3. To develop a framework for incorporating tax considerations into business decisions.

The nature of the course necessarily relies on U.S. tax provisions (e.g. the Internal Revenue Code, Treasury Regulations, case law, etc.). Although these may be referenced throughout the course, the goal is not for you to memorize specific provisions and exceptions; rather, it is for you to understand how to apply fundamental tax rules in economic situations, including tax planning and compliance.

**Communication with Professor**

The best way to contact me is with my email. However, understanding and applying tax law is often a complicated task and cannot always be done over email. I reserve the right to request that you attend office hours if answering your question via email will be overly complicated.

I am not always at my desk so phone calls might not be answered. Do not use Sakai as a means of communication as I do not check it regularly.

When holding office hours, I am at your disposal to answer questions. However, I reserve the right to request students attend office hours when stopping by my office during non-office hour time periods.

**Grading**

The course is organized as outlined in the attached (tentative) schedule. Please follow this schedule to complete the assigned readings. I reserve the right to make additional readings as time permits based on class interest. Points for the class are allocated as follows:

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<tr>
<td>Midterm Exam</td>
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<td>Final Exam</td>
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Grades will be determined solely by your performance in the course. Grades are not subject to negotiation. Being close to the next higher grade is not a relevant issue for discussion of a grade adjustment. Extra credit in this course is not available.
Exams

This course has two exams. You will be tested on both comprehension and analysis of the material covered in class. **However, if a concept is not covered in class, it will not appear on any of the exams.**

The exams are closed-book and will consist of multiple choice problems. You may, however, bring **one handwritten**, single-sided 8-1/2” x 11” “note sheet” to each exam as well as a non-programmable calculator. You will be required to turn your note sheet in with your exam. Copies of other people’s “note sheet” will be considered academic dishonesty.

You may bring a non-programmable calculator to the exam. Examples of calculators which are **NOT** allowed would be graphing calculators or cell phones.

Please see me if you must make-up an exam for a university excused absence or extenuating circumstances. If you fail to take the exam on the assigned day and do not have a valid excuse, there will be no make up exam and you will be given a zero (0) on the exam. Employment interviews, employer events, weddings, vacations, etc. are **NOT** excused absences.

A note indicating that you were seen at the health center the day of the exam is not sufficient documentation of a medically excused absence from an exam. The note must say that you were medically unable to take the exam.

*Exam Grading Appeals*: I will make every effort to ensure that grading is as objective and fair as possible. If you believe that there is an error in the grading, please submit, in writing, an appeal within one week of your exam being returned. However, please be advised that if you submit such an appeal, I will regrade the entire exam to ensure that all parts are properly graded. As such, your grade on the exam could increase or decrease based on the secondary grading.

Class Participation

My aim is to facilitate a learning environment that stimulates discussions about current tax law and planning. Although it is my responsibility to teach, it is everyone’s responsibility to facilitate learning. Class will be more enjoyable if we have an active discussion in which everyone can participate in an informal way, so please do not hesitate to ask any relevant question.

To motivate discussion and preparation, a portion of your grade is based upon class participation and professionalism. Your total class participation score is based, in equal parts, on class attendance and participation in class. Showing up to class is important, but speaking and asking relevant questions is equally important. I also reserve the right to
deduct points (i.e. grant negative points) for students that behave in a grossly unprofessional manner.

**Recommended Problems (not graded)**

Attached is a list of recommended textbook problems. Although these are not required, I highly recommend that you complete these problems as we go through the material to help you more clearly understand the concepts. While they are not graded, failure to go through the recommended problems will likely result in an inadequate mastering of the materials and poor performance on the exams.

**Academic Integrity**

Upon accepting admission to the Fisher School of Accounting, a student immediately assumes a commitment to uphold the Fisher School of Accounting Honor Statement, to accept responsibility for learning and to follow the philosophy and rules of the Honor Statement. Ignorance of the rules does not exclude any member of the Fisher School community from the requirements or the processes of the Honor Statements. For additional information please visit: [http://warrington.ufl.edu/accounting/docs/fsoa_honor.pdf](http://warrington.ufl.edu/accounting/docs/fsoa_honor.pdf)

I have a high view of an individual’s honor. As a future accountant, you will be required to behave honorably when interacting with regulatory agencies such as the Internal Revenue Service or the Securities and Exchange Commission. Dishonorable behavior undermines society’s view of the entire profession’s integrity and harms each and every one of us as well as the common trust necessary for a functioning capitalist system. Therefore, I consider it my duty to penalize dishonorable behavior to the maximum extent. Dishonorable behavior will result in a failing grade for the entire class (not just the single assignment).

The tentative class schedule shows the material intended to be covered during each class period and may require adjustment as the course progresses. I reserve the right to make changes at any time during the semester as necessary.

**Recommended Problems:**

*Some of these problems will suggest you fill out the tax forms. You will not be tested on this but I do recommend you familiarize yourself with the tax forms as they will help you with your tax return project as well as prepare you for tax compliance work in the future.*

**Chapter 1:** 34-43
**Chapter 4:** 26, 27, 29, 31-37, 41, 45, 49
**Chapter 5:** 38, 42, 45-48, 53, 55, 58-60, 63, 65-67, 69, 71-72
**Chapter 6:** 36-39, 41, 43-47, 50-58, 60-62
**Chapter 7:** 49-53, 56-59, 60-63
**Chapter 8:** 45-52, 54, 57-58, 60-62, 64-66, 69-73, 75-79
**Chapter 9:** 38-49, 51-56, 59, 62-64, 67-68
Syllabus Addendum

**Course Grade:** Final grades will be based on obtaining the following percentage of total course points:
96-100% = A; 90-95% = A-; 88-89% = B+; 85-87% = B; 80-84% = B-; 78-79% = C+; 75-77% = C;
70-74% = C-; 68-69% = D+; 65-67% = D; 60-64% = D-; 0-59% = E.

Required percentages may be reduced based on a course curve.

**Grade Values:** The grade-point value per credit hour associated with each letter grade is assigned by the Office of the University Registrar: A = 4.0, A- = 3.67, B+ = 3.33, B = 3.0, B- = 2.67, C+ = 2.33, C = 2.0,
C- = 1.67, D+ = 1.33, D = 1.0, D- = .67, E = 0.0. For more information visit:
https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx

**Make-Ups:** A make-up exam will be given when the student has a valid verifiable reason for not taking the exam during the scheduled time. Barring a documented emergency, the request must be made a minimum of ten days prior to the scheduled exam. Exceptions are made if the policy conflicts with UF attendance requirements. More detail on acceptable reasons for absence and UF policies on attendance are found at: https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx

**Attendance:** “Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found at:
https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx.”

**Honesty:** Academic dishonesty will not be tolerated. Students are required to know and comply with the university’s policy on academic honesty. This policy is detailed in the Undergraduate Catalog and by reference is included in this course syllabus. For more information visit:
https://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/

**Civility:** This course will be conducted in a courteous and professional manner. Inappropriate classroom behavior of any form will not be tolerated. At the instructor’s discretion, students acting in an uncivil manner will receive a grade reduction commensurate with the infraction. Students can be withdrawn from the course for excessive unacceptable behavior.

**Disabilities:** “Students with disabilities requesting accommodations should first register with the Disability Resource Center (352-392-8565, www.dso.ufl.edu/drc/) by providing appropriate documentation. Once registered, students will receive an accommodation letter which must be presented to the instructor when requesting accommodation. Students with disabilities should follow this procedure as early as possible in the semester.”

**Evaluation:** “Students are expected to provide feedback on the quality of instruction in this course by completing online evaluations at https://evaluations.ufl.edu. Evaluations are typically open during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary results of these assessments are available to students at https://evaluations.ufl.edu/results/.”
Class Schedule  
(Subject to Change)

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