



Unique in Quebec, this bachelor's degree program prepares skilled tax professionals with knowledge in all aspects of tax compliance for work with individuals, organizations and trusts. Their area of expertise includes the consumption tax system, personal financial planning, as well as various compensation management regulations and obligations.

This study program helps students develop a strong general business management foundation, which makes them a versatile resource for your organization, with particular focus on taxation. Moreover, some of the students pursue their studies with a second concentration track in accounting, entrepreneurship, finance, HR management, business technology management, general management and marketing.

## WHAT OUR STUDENTS CAN DO FOR YOU

### Accounting and Law Firms

- Prepare income tax returns for companies and trusts
- Prepare and review income tax returns for individuals
- Analyze and process a notice of assessment
- Research basic tax-related issues in databanks and on governmental websites
- Prepare corporate income tax forms
- Bookkeeping
- Payroll processing

### Financial Institutions and Financial Planning Firms

- Assist in personal financial planning
- Monitor client investments

### Organizations

- Process payroll and various tax slips
- Collaborate with the HR Department (QPIP, employment insurance, CNESST)
- Determine provisions for corporate income taxes
- Prepare corporate tax forms
- General accounting
- Consumption tax management

### Revenue Agencies

- Assist the personal and business income tax verification team
- Assist the consumption tax and tax credits verification team
- Support business consulting liaison officers
- Analysis of a disputed notice of assessment
- Research on taxation, the black economy and risk management
- Validate compliance of litigation cases



## KNOWLEDGE AND SKILLS

Term	Description
S-1	Accounting standards and their impact on financial statements; accounting system logic; principles and processes governing businesses; HR management, structure and functioning of the labor relations system, financial management in the company and its environment; financial markets, marketing basics.
S-2	Tax liability, net income, taxable income and income tax calculation; accounting system information, financial statements and financial analysis; general notions of civil and commercial law; IT application potential in organizations; the role and involvement of managers in the integration of IT operations; commonly used analytical business decision-making tools.
S-3	Calculation of capital cost allowance, rules for the calculation of capital gains, taxable income and corporate taxes; the bodies managing income taxes, taxes and parafiscal charges, taxation research; data processing and statistical analysis; relevant cost information.
S-4	Fiscal planning techniques related to transactions between shareholders and stock companies, fiscal reorganizations, attribution rules, capital dividend account; fiscal concepts needed to produce tax slips in relation to compensation, parameters of public schemes; specific aspects relating to taxation of individuals (rental, investment, business, separation), contributions, opposition and administrative obligations, income tax software application, ethics; basic principles of micro- and macroeconomics.
S-5	Income tax provision, business income tax returns and software application, notice of assessment analysis, preparation of tax forms; inter vivo and testamentary trusts, calculation of taxes payable at death, matrimonial regimes, family patrimony, inheritance law, income tax statements of a trust; human aspect in organizations; participating in working groups; understanding yourself and your impact on others.
S-6	Fiscal issues in personal financial planning, financial goals for retirement, deferred income plans (RRSP, TFSA, RESP, RDSP, VRSP, PRPP); basic tax concepts, small suppliers, simplified methods, reporting period, reconciliation of sales taxes, sales taxes in other Canadian provinces.

## ORGANIZATION OF STUDY (S) AND WORK TERM (W)

1st year			2nd year			3rd year			4th year
FALL	WIN	SUM	FALL	WIN	SUM	FALL	WIN	SUM	FALL
S-1	S-2	S-3	W-1	S-4	W-2	S-5	W-3	S-6	
	S-1	S-2	S-3	W-1	S-4	W-2	S-5	W-3	S-6