

SJSU Lucas Graduate School of Business
Masters of Science in Taxation Program
BUS 227B – Ethics for Tax Practitioners

Spring 2017

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Office Hours:

- B. Expectations and competencies stated
- C. When does someone become a client? (procedures in place to know)
- D. "Point person" assigned for each client.
- E. Conflicts of interest avoided
- F. Clear and appropriate communications
- G. Confidentiality and privacy of all client information
- H. Client records properly maintained
- I. Do not practice law
- J. Know when to terminate client
- K. Proper use of engagement letters

Ethics Checklist Area 5 – Tax preparation and planning

- A. Competence
- B. Due diligence
- C. Client reminders
- D. Handling errors
- E. Review process
- F. Record retention and security system
- G. Tax return positions and avoiding penalties for client and practitioner
- H. Point person
- I. Continuing education
- J. Keeping up to date

Ethics Checklist Area 6 – Infrastructure

- A. Firm purpose and strategy
- B. Management hierarchy
- C. Firm culture
- D. Personnel

L. Internal audit and review

M. Risk management

Ethics Checklist Area 7 – Duties to your profession

Review

Strategies for success

Final exam

Take the final anytime between 5 pm and 10 pm on **Monday January 23**. Once you start it, you'll need to finish it (60 minutes long). Be sure to log in at least 60 minutes before the end time.

Research Questions and Due Dates

1. [DUE 1/9: 8 points] Use the five ethical standards/approaches summarized in the reading from the Santa Clara University Markkula Center (in the Introduct 1 Tf ()Tj /TT 29.55 0 T

Update Item	Most relevant part of the Checklist and <u>how</u> it relates (1-2 sentence explanation of how it relates)	Circular 230 rule most relevant (provide citation and title of the rule)	CA CBA regulation most relevant (provide citation and title of the rule)
1			
2			

4. [DUE 1/20; 6 points] P.L. 114-113 (12/18/15) expanded the due diligence penalty of §6695(g) to include the child credit and American Opportunity Tax Credit (AOTC). Read §6695(g) and the Form 8867 and instructions, and answer the following:

- a. A new client comes to you saying she is single and has a 5-year old child. Based on her 2016 W-2 forms and a review of her 2015 return, you find her income is within the range to qualify for the child credit. List two important questions you should ask her to be sure she qualifies for the child credit.
- b. Tom has been your client for the past 20 years. He is 48 years old. He tells you that for 2016, he attended college, taking 9 units each semester at San Jose State. He says he has heard of the AOTC and is glad he can claim it. What should you do for your due diligence to determine if Tom qualifies for the AOTC?

5. [DUE 1/20; 6 points]

- a. List and explain three (3) things you will do differently or start doing based on what you learned in this class about ethics for tax practitioners. Also note why you will do each.
- b. Considering what you have learned from this course, provide one sentence that you will use to help guide you when faced with an ethical dilemma. (You likely have more than one sentence, but provide the one that would be your key starting advice to yourself.)