

**STUDY GUIDE/SYLLABUS**

**ACCOUNTANCY ACCT 70760-01**

**TAX ETHICAL AND PROFESSIONAL  
STANDARDS AND RESPONSIBILITIES**

**JOSEPH J. TAPAJNA  
SPRING 2022**

**DEPARTMENT OF  
ACCOUNTANCY  
Mendoza College of Business  
University of Notre Dame**

**REQUIRED TEXT:**

There is no required text. Presentation outlines and copies of selected authorities will be available for purchase in the Faculty Service Center, Room 340. Students should have access to the Internal Revenue Code and related Treasury Regulations.

**INSTRUCTOR:**

Joseph J. Tapajna  
E-mail: jtapajna@icloud.com  
Mobile: 312.730.2487

**OFFICE HOURS:**

Please e-mail to arrange an appointment.

**GRADING STRUCTURE:**

Class Participation	20
Take Home Final Exam (open book)	<u>80</u>
Total Points for Course	<u>100</u>

**COURSE OBJECTIVES:**

Primary: The principal purpose of the course is to acquaint students with the ethical, legal and professional standards and responsibilities that apply to CPAs in the practice of tax.

Secondary: The student will obtain an understanding of how the CPA tax professional interacts with audit and legal professionals when performing tax services.

**PREPARATION FOR CLASS:**

In advance of each class session, please read the items included in the purchased material associated with that session.

**TAKE HOME EXAM:**

A take home exam will be distributed at the end of the final class. Students may utilize all materials and research resources to answer the questions, but should work on an individual basis. The exam due date will be Tuesday, May 3, 2022 at 12:00pm. Completed exams should be scanned and returned to [jtapajna@icloud.com](mailto:jtapajna@icloud.com).

**Week One – March 15 and 17, 2022, Room 203, 10:00am – 11:15am**

- Core values of CPA tax practitioners
- AICPA Statements on Standards for Tax Services
- Federal Regulation of tax practitioners – general considerations
- Treasury Department Circular 230

**Week Two – March 22 and 24, 2022, Room 203, 10:00am – 11:15am**

- Tax opinion standards
- Accuracy related tax penalties

**Week Three – March 29 and 31, 2022, Room 203, 10:00am – 11:15am**

- Tax Return Preparer Penalties Under the Internal Revenue Code
- Analysis of Taxpayer and Tax Return Preparer Responsibilities

**Week Four – April 5 and 7, 2022, Room 203, 10:00am – 11:15am**

- Material Tax Advisor Responsibilities for Tax Shelter Advice
- Analysis of Taxpayer and Material Tax Advisor Responsibilities relating to Tax Shelter Transactions

**Week Five – April 12 and 14, 2022, Room 203, 10:00am – 11:15am**

- Confidentiality/Privacy of Taxpayer Information
- Working with the Legal Profession
- Independence rules for tax services provided by the taxpayer's auditor

**Week Six – April 19 and 21, 2022, Room 203, 10:00am – 11:15am**

- The Tax Advisor's role in the tax system
- The Tax Advisor's role in the taxation of multi-jurisdictional taxpayers

**Week Seven – April 26\* and 28, 2022, Room 203, 10:00am – 11:15am**

- Question and answer session
- Distribution of take-home exam

**\*Class on April 26, 2022, will be held in Room 162**