

General Course Information

Instructor: Sonia B. Dhaliwal
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Office Location Room 214, MacDonald Hall
Office Hours Tuesdays & Thursdays 10:30 AM – 12:30 PM
Department/School Department of Management

Class Schedule: Mondays & Thursdays

Section 1: 1:00 – 2:20 PM

Section 2: 4:00 – 5:20 PM

Pre-requisites: ACCT-3330
Restrictions: Enrolment may be restricted to degrees or programs. See the department for more information.

Course Description

The fundamentals of the tax system as it applies to all taxpayers will be the focus of the first half of the course. The second half will develop forms of business organizations from a tax perspective. Basic tax planning techniques which attempt to maximize the cash flows and returns on investments will then be studied. The emphasis in the course is on business decision making. A review of personal financial planning and investment decisions will also be included.

Course Learning Outcomes

Upon successfully completing this course, you will be able to:

Knowledge and Understanding:

- 1) Describe the personal Canadian income tax and GST/HST systems and processes as a whole.
- 2) Determine compliance requirements, including filing deadlines, assessment, penalties and appeals as they relate to individuals.
- 3) Calculate income, taxable income and taxes payable, including tax payments, for transactions encountered in routine situations for individuals and corporations.

- 4) Identify and assess tax planning opportunities for individuals
- 5) Assess general tax issues for an individual
- 6) Assess residency of a taxpayer in various situations

Summary of Course Content and Materials

See weekly schedule posted in CourseLink for weekly content details.

Course Assessment

			Associated Learning Outcomes	Due Date/ location
Assessment 1:	10%	Online Quizzes	LO 1 – 5	<i>See weekly schedule</i>
Assessment 2:	30%	Midterm Exam	LO 2, 4, 5	<i>October 9</i>
Assessment 3:	10%	Assignment 1	LO 1, 3, 4, 5	<i>October 11</i>
Assessment 4:	10%	Assignment 2	LO 2, 4, 5	<i>November 27</i>
Assessment 5:	40%	Final Exam	LO 2 – 6	<i>December 2</i>
Total	100%			

Teaching and Learning Practices

Class Preparation	Each week, you are expected to complete the self-assessment quiz on the Wolters Kluwers website. These quizzes must be completed by the date denoted on the weekly schedule, or it will be considered incomplete. The study guide is valuable in assisting your preparation and success in the course.
Team Assignments	You are free to select your Teams of up to four or five students to complete these assignments. Once you pick your group, you will remain in the same team for both assignments. Before you can begin the assignment, each group must register their group members on CourseLink under “Groups”. Only one member is to submit the assignment on the group’s behalf.
Examinations	Both examinations are closed-Textbook exam. However, you will be permitted use of the Income Tax Act – either in electronic format (you will need to bring your own laptop) or in hard copy format (those can be provided if the instructor is notified)

ahead of time). Other electronic devices are not permitted, except calculators. No Telephones may be used in exams.

Course Resources

This course uses a variety of materials and resources. One of your primary resources will be the course website (<http://courselink.uoguelph.ca>). All announcements, required and recommended readings, assignments and updates will be posted here. You will also be able to access any handouts you may have missed through this site. Check this site often.

Required Text:

Introduction to Federal Income Taxation in Canada 40th Edition with Student Study Guide (2019-2020), Beam, Laiken, Barnett, Johnstone, Mescall, and Robson; Wolters Kluwer.

IntelliConnect – This online resource includes the Income Tax Act, tax court cases, CRA administrative documents, and more in a fully searchable interactive format. Access to IntelliConnect is provided with the required textbook and will be used throughout the course during class for reference, and assignments.

A copy of the textbook will be placed on library reserve. The call number will be available on CourseLink under “Resources”.

Other Resources:

Income Tax Act (Canada) – Electronic access to the Income Tax Act can also be obtained through the University of Guelph’s library site.

In this course, we will be using Turnitin, integrated with the CourseLink Dropbox tool, to detect possible plagiarism, unauthorized collaboration, or copying as part of the ongoing efforts to maintain academic integrity at the University of Guelph. All submitted assignments will be included as source documents in the Turnitin.com reference database solely for the purpose of detecting plagiarism of such papers. Use of the Turnitin.com service is subject to the Usage Policy posted on the Turnitin.com site.

A major benefit of using Turnitin is that you will be able to educate and empower yourselves in preventing academic misconduct. In this course, you may screen your own assignments through Turnitin as many times as you wish before the due date. You will be able to see and print reports that show you exactly where you have properly and improperly referenced the outside sources and materials in your assignment.

Course Policies

Grading Policies

Unless you have discussed an extension well ahead of the due date with the instructor, late penalties of 5% of the total grade earned per day (including weekends) will be assigned to any

assessment (i.e. deducted from the total mark). Extensions will only be granted on the basis of valid medical or personal reasons, and need to be requested via email to the instructor as soon as possible. Late assignments will not be accepted once graded assignments have been returned officially to the class at large, unless circumstances permit and alternative arrangements have been made.

Students who find themselves unable to meet course requirements by the deadlines or the criteria expected because of medical or personal reasons, should review the regulations on academic consideration in the Academic Calendar and discuss their situation with the instructor, program counselor or other academic counselor as appropriate.

<http://www.uoguelph.ca/registrar/calendars/undergraduate/current/c08/c08-grds.shtml>

Missed Assignments:

A grade of zero will be assigned if you fail to submit an assignment, unless you are ill or have other compassionate reasons. Please read your Undergraduate Calendar for the regulations regarding illness and compassionate grounds. Please note, vacation travel, moving house, or outside work commitments will not be accepted as valid reasons for missing deadlines.

If you have religious observances which conflict with the course schedule or if you are registered with Student Accessibility Services, please contact the course instructor in order to make arrangements for your assessment if appropriate.

University Policies

Academic Consideration

When you find yourself unable to meet an in-course requirement because of illness or compassionate reasons, please advise the course instructor in writing, with your name, id#, and e-mail contact. See the academic calendar for information on regulations and procedures for Academic Consideration:

<http://www.uoguelph.ca/registrar/calendars/undergraduate/current/c08/c08-ac.shtml>

Academic Misconduct

The University of Guelph is committed to upholding the highest standards of academic integrity and it is the responsibility of all members of the University community, faculty, staff, and students to be aware of what constitutes academic misconduct and to do as much as possible to prevent academic offences from occurring.

University of Guelph students have the responsibility of abiding by the University's policy on academic misconduct regardless of their location of study; faculty, staff and students have the responsibility of supporting an environment that discourages misconduct. Students need to remain aware that instructors have access to and the right to use electronic and other means of detection. Please note: Whether or not a student intended to commit academic misconduct is not relevant for a finding of guilt. Hurried or careless submission of assignments does not

excuse students from responsibility for verifying the academic integrity of their work before submitting it. Students who are in any doubt as to whether an action on their part could be construed as an academic offence should consult with a faculty member or faculty advisor.

The Academic Misconduct Policy is detailed in the Undergraduate Calendar:

<https://www.uoguelph.ca/registrar/calendars/undergraduate/current/c08/c08-amisconduct.shtml>

Accessibility

The University of Guelph is committed to creating a barrier-free environment. Providing services for students is a shared responsibility among students, faculty and administrators. This relationship is based on respect of individual rights, the dignity of the individual and the University community's shared commitment to an open and supportive learning environment. Students requiring service or accommodation, whether due to an identified, ongoing disability or a short-term disability should contact Student Accessibility Services as soon as possible.

For more information, contact SAS at 519-824-4120 ext. 56208 or email sas@uoguelph.ca or see the website: <https://wellness.uoguelph.ca/accessibility/>

Course Evaluation Information

Please refer to the [Course and Instructor Evaluation Website](#)

Recording of Materials

Presentations which are made in relation to course work—including lectures—cannot be recorded or copied without the permission of the presenter, whether the instructor, a classmate or guest lecturer. Material recorded with permission is restricted to use for that course unless further permission is granted.

Drop date

The last date to drop one-semester courses, without academic penalty, is XXXXX, 20XX. For regulations and procedures for Dropping Courses, see the Academic Calendar:

<https://www.uoguelph.ca/registrar/calendars/undergraduate/current/c08/c08-drop.shtml>

Date Submitted to Chair:	
Chair Signature (Approval):	Sandra Scott
Date Approved by Chair:	28 August 2019