

Tax Preparation Specialist (TPS1)

Certificate eMap

This eMap, along with regular meetings with your program advisor and using DegreeWorks, will help you remain on track to finish your program as quickly as possible and graduate from Georgia Northwestern Technical College. This eMap is intended to be used when beginning the program in Fall semester. Starting the program in Spring or Summer semesters may alter the suggested courses or course availability. This pathway is based on the 2026-2027 academic year.



1 st set of suggested courses			
Course		Hours	Completed
ACCT 1100	Financial Accounting I	4	☐
COMP 1000	Introduction to Computer Literacy	3	☐
ACCT 1125	Individual Tax Accounting	3	☐

2 nd set of suggested courses			
Course		Hours	Completed
ACCT 2120	Business Tax Accounting Corequisite: ACCT 1125	3	☐
ACCT xxxx	Accounting Elective	3	☐

Total Credit Hours: 16 Minimum Credit Hours Required to Complete Certificate

Tax Preparation Specialist Certificate Planning Notes:

- Classes for this Certificate are offered at the Floyd County Campus, Gordon County Campus, and are available 100% online. Schedules for each campus may vary.
- Program Advisor for TPS1 is Ashley Baugh, abaugh@gntc.edu for FCC and GCC; and Brad Jones bjones@gntc.edu for CCC and WCC.

Additional information for the Tax Preparation Specialist Certificate and program requirements can be found at [GNTC 2026-2027 Catalog](#).