



RICHMOND

CHAPTER

American Payroll Association

FUNDAMENTAL PAYROLL CERTIFICATION (FPC) EXAM STUDY COURSE

Payroll Practice Fundamentals course is a classroom style curriculum that provides basic payroll education for entry-level payroll professionals, and those who support the payroll industry – human resources, benefits, bookkeepers, consultants, tax preparers, systems, and payroll service providers. This course promotes standards of learning by the business community. It is a proven study tool used by those obtaining APA's Fundamental Payroll Certification (FPC) exam and offers 16 RCH's for those already CPP or FPC certified.

Study a core payroll lesson plan through a combination of readings, exercises, quizzes, and games. Pre-and post-training tests quantify knowledge gained through the course.

Payroll Practice Fundamentals study modules include:

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| . Payroll Concepts | . Record Keeping and Payroll Practices |
| . Payroll Paycheck Calculations | . Payroll Compliance |
| . Fringe Benefits | . Accounting |
| . Payroll Reporting and Employment Taxes | . Administration |

Course Available: January 20, 2021 to March 17, 2021 on Wednesday nights from 6:00 to 8:00 PM

One night a week for 8 weeks
Henrico County Training Center
7701 E. Parham Rd at the
Intersection of Parham and Shrader Roads
Henrico, VA 23294

Registration Course Fee – Limit to 10 people

Richmond Chapter Member - \$150.00

Non-Chapter Member - \$200.00

Course registration deadline – January 19, 2021 at <http://apa-richmond.com/index.php>

Textbook - 2020 edition of the APA Payroll Practice Fundamentals™

Purchase textbook from American Payroll Association website using Product Code PPFNB020
online at: <https://www.americanpayroll.org/search?keyword=PPFNB020>

Textbook Fee

APA National Member - \$224.95

APA National Colleague - \$339.95

APA National Non-member - \$444.95 Allow 14 – 21 days for textbook delivery

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2019 Virginia Statewide Payroll Conference - Payroll Professional of the Year