



# **RICHMOND**

## **CHAPTER**

American Payroll Association

### **NEW TRI-CITIES LOCATION - 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. The 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 RCHs 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:**

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

Course Available: July 15, 2021 to September 9, 2021 on Thursday nights from 6:00 PM to 8:00 PM

One night a week for 8 weeks

Don Anderson & Associates

200 Lakeview Ave, Ste. B - Across from Colonial Square Publix

Colonial Heights, VA 23834

#### **Registration Course Fee – Limit to 10 people**

Richmond Chapter Member - \$150.00

Non-Chapter Member - \$200.00

Course registration deadline – July 14, 2021 at <http://apa-richmond.com/index.php>

Textbook - 2021 edition of the APA Payroll Practice Fundamentals™

Purchase textbook online from American Payroll Association website using Product Code PPFNB021

[https://ebiz.americanpayroll.org/ebusiness/ProductCatalog/Product.aspx?ID=11789&\\_ga=2.136024561.1733405747.1617562325-355822607.1599684755](https://ebiz.americanpayroll.org/ebusiness/ProductCatalog/Product.aspx?ID=11789&_ga=2.136024561.1733405747.1617562325-355822607.1599684755)

#### **Textbook Fee**

APA National Member - \$229.95

APA National Colleague - \$354.95

APA National Non-member - \$464.95 Allow 14 – 21 days for textbook delivery

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2019 Virginia Statewide Payroll Conference - Payroll Professional of the Year