

PAYTRAIN CERTIFICATION EXAM PREPARATION



Increase your marketability to employers with a Fundamental Payroll Certification (FPC)

This course is for individuals new to payroll, supporting the payroll industry and preparing for the Fundamental Payroll Certification (FPC) exam. This course focuses on payroll calculations and provides the basic knowledge and skills required to maintain payroll compliance and prevent costly penalties.

As a student you will:

- Understand payroll calculations and applications
- Learn payroll accounting, management and administration
- Learn basic knowledge and skills required to maintain payroll compliance and prevent costly penalties

Online Course Format

- Weekly virtual Zoom sessions with your instructor and classmates
- Expect to spend another 2-3 hours per week on reading, online assignments and exams in addition to class sessions
- Orientation: 30-minute Zoom session with University staff to set up your technology

**\$1,320 VALUE FOR EXAM PREP
COURSE, MATERIALS & EXAM FEE**

COURSE SCHEDULE

June 9-16: Orientation sessions
June 17-August 19 (10 weeks)
Class meets Thursdays, 6:30-8:30 p.m.

EXAM DATES

Take the Fundamental Payroll Certification exam between September 11-October 9

COST - \$0

This course is funded by a grant through the Fresno K-16 Collaborative

QUESTIONS?

Contact Angela Lund at **949-341-9863** or corporatetraining@brandman.edu

**SPACE IS LIMITED, CLICK HERE
TO REGISTER - bit.ly/3eiV1I9**

Registration must be received by June 4th