



The Basic Tax Course Covers:

- Filing requirements, Extensions, The Standard Deduction
- Filing Status, Decedents, Personal Exemptions & Dependents
- Wages & Other Earnings, Taxable Refunds, Alimony, Unemployment
- Interest & Dividends, 1099-B Income, K-1 Income, Social Security
- Retirement Plans, Pensions, Annuities
- Adjustments to Income
- Itemized Deductions
- Federal Tax Credits
- Other Taxes, Estimated Taxes, Amended Returns
- Basis of Assets
- Depreciation and Amortization
- Sales and Other Dispositions of Property
- Selling Your Home, Installment Sale Income
- Rental Income, Schedule E and Form 4835
- Small Business & Farm Income, SE Taxes, Business Credits
- IRS Ethics

www.essex.edu/continuinged/

DATED MATERIAL - DO NOT DELAY



Essex County College
Continuing Education Department
730 Bloomfield Avenue
West Caldwell, NJ 07006



Prepare For IRS Exams

with The Basic Tax Course



Community and Continuing Education
www.essex.edu/continuinged/
Ph: 973-877-1920

“Rather than taking your abilities on faith, work experience can give me some tangible proof. Experience shows an employer that you can do similar work and that you like doing it. It’s even better if you can tell me what you learned from it! We know everyone we hire is going to pass the CPA exam eventually – there is no substitute for relevant work experience.”
Colleen Murray, HR Manager, Perkins & Co

STAFF TRAINING SOLUTIONS FOR EMPLOYERS

Prepare for the New IRS Competency Exam for Paid Tax Preparers with The Basic Tax Course

The Internal Revenue Service (IRS) now requires all Paid Tax Preparers, exclusive of Attorney’s, Certified Public Accountants and enrolled agents, to obtain a Preparer Tax Identification Number (PTIN) before preparing tax returns. Effective immediately, new Paid Tax Preparers will need to pass an IRS competency exam before applying for their PTIN numbers; those Paid Tax Preparers who already have their PTIN’s will have only until 2013 to take and pass the IRS competency exam to keep their PTIN’s in good standing. Don’t wait! The tax season is upon us!

This comprehensive 72 hour online program is an On Demand, self-paced course that covers the basics needed to satisfactorily file Federal tax forms for paid clients.

Cost: \$500

For more information please call
Essex County College
(973) 877-1920

Tools For Success

Career Development

Our instructors are ready to put their years of experience to work for you in an engaging and interactive learning environment.

Our course materials are built on scenarios taken from real world tax returns. Quizzes included with every session ensure students develop the testing skills needed to pass IRS and state competency exams.

Graduates of our courses enter the real world of professional tax preparation with the knowledge needed for success in a competitive industry.

Study Anywhere, Anytime

The interactive structure of our Self-Paced Online course format combines the best elements of a live class with the convenience of allowing students to work at their own pace.

- Students watch a video-recording
- Have access to course manuals, tests and test answer keys online
- Course materials provided to students include a detailed student Manual, coursework answer keys, quiz and quiz answer key.

In the competitive tax preparation industry, clients are attracted to skilled and knowledgeable tax professionals. Professionals who deliver a high level of tax preparation skill attract and maintain a loyal client base.

College Tax School’s courses are designed to increase tax preparer knowledge and skill by bringing clarity to tax laws and how they relate to the real world of professional tax preparation.

Prospective and current employers can be assured that graduates of The Basic Tax Course have completed a program that adheres to the highest educational standards by:

- Delivering quality content,
- Providing interactive student support,
- Monitoring student adherence to completing all course assignments, and
- Ensuring certificates of completion are awarded only to the students who successfully complete all course assignments and tests.



COLLEGE TAX SCHOOL

Prepare for IRS competency exam with a company that has a proven track record of delivering educational programs that help students pass the government administered tax preparer exams.