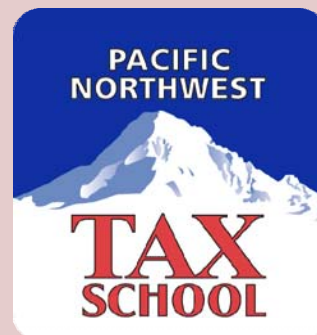


## Course Content

The Basic Tax Course is a 72-hour, two-part program of study

- Part 1** Covers topics included in the IRS Wage & Non-Business Income Form 1040 Exam.
- Part 2** Covers additional topics included in the IRS Wage & Small Business Income Exam.
- 
- Day 1 - Part 1 Introduction** • Filing Requirements • Extensions • The Standard Deduction
- Day 2** - Filing Status • Decedents • Personal Exemptions & Dependents
- Day 3** - Wages, Tips & other Earnings • Alimony • Taxable Refunds • Unemployment
- Day 4** - Interest & Dividends • Broker & Barter Income • K-1's • Cancellation of Debt • 1099-MISC & Other Income
- Day 5** - Retirement Plans • Pensions • Annuities Simplified Method • IRAs • Social Security
- Day 6** - Adjustments to Income (IRAs, Moving Exp, Student Deductions, Alimony, Etc.)
- Day 7** - Itemized Deductions (Medical Expenses, Deductible Taxes & Interest, Charity)
- Day 8** - Miscellaneous Itemized Deductions (Employee Business Expenses)
- Day 9** - Casualty & Theft Losses • Other Misc. Deductions • Gambling Losses • Limits on Itemized Deductions)
- Day 10** - Nonrefundable Credits (Foreign Tax, Child Care, Retirement, Adoption, Education )
- Day 11** - Energy Credits • Refundable Credits Including EIC, Homebuyers & Others)
- Day 12** - Other Taxes • Estimated Taxes Amended Returns • Installment Requests
- Day 13 - Part 1 - Final Exam**
- Day 14 - Part 2 Introduction** • Basis of Assets
- Day 15** - Depreciation and Amortization
- Day 16** - Sales and Other Dispositions of Property
- Day 17** - Selling Your Home • Installment Sales
- Day 18** - Rental Income • Schedule E • Form 4835 (Farm Rental Income )
- Day 19** - Small Business & Farm Income • Office Use of Home • Self-Employment Taxes
- Day 20** - Other Credits & Deductions • AMT • General Business Credit • Kiddie Tax
- Day 21** - Final Open Book Exam Review and Practice Final Exam
- Day 22 - Part 2 - Final Exam**



### Pass IRS Exams with Our Proven Programs

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

Put our 94% Pass Rate To Work for You!

For more than 35 years, the State of Oregon has led the nation as the ONLY state with education, testing and licensing requirements for all paid tax preparers. IRS competency exams are predicted to be similar in scope and content to Oregon's exams.

The Oregon Board of Tax Practitioners records and publishes pass rates for all tax schools and Pacific Northwest Tax School graduates have consistently achieved the highest overall pass rates of any tax school in Oregon. Our 2009 pass rate was 94%. Our 2008 pass-rate was 93%. No other national or regional school approaches this level of success.

Learn from Oregon's example by taking advantage of our proven education programs.

# Prepare For IRS Exams

With The Basic Tax Course



[www.pnwtaxschool.com](http://www.pnwtaxschool.com)

13405 NW Cornell Rd.  
Portland, OR 97229

Phone: 503-646-5600

E-Mail: [support@pnwtaxschool.com](mailto:support@pnwtaxschool.com)

## STAFF TRAINING SOLUTIONS For Employers



In the competitive tax preparation industry, tax clients are attracted to skilled and knowledgeable tax professionals.

Professionals who deliver a high-level of tax knowledge and tax preparation skill attract and maintain a loyal

client base.

Pacific Northwest 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 students who successfully complete all course assignments and tests.



**“Our mission is to deliver the highest quality tax education programs available.”**

**April Gutierrez, E.A., L.T.C.**  
Founder and Instructor - Pacific Northwest Tax School

Call 503-646-5600, or

Visit [www.pnwtaxschool.com](http://www.pnwtaxschool.com) and click on **Basic Tax Courses** to learn more!

### TOOLS FOR SUCCESS

Our educational programs utilize numerous educational techniques to give every student the tools to succeed. Every session includes:

- Our Student Manual which uses easy-to-read language and detailed illustrations.
- Lecture Videos to guide students through each session’s lesson materials
- Class work and homework assignments that apply concepts learned in each session to preparation of sample tax returns.
- Quizzes to reinforce key concepts and hone student test-taking skills.

### 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 get 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.

### FLEXIBLE LEARNING OPTIONS

Choose between 5 different educational formats for the delivery method that meets your needs.

- Live Webinar
- Interactive Self-Paced Online (with Lecture Videos)
- Interactive Online (Without Videos)
- Mail Correspondence
- Classroom



**Study any time, anywhere**  
*Our Interactive online and mail correspondence programs are offered year-round.*

### EXPERIENCE

A new era is beginning for the tax preparation industry as the IRS imposes testing and registration requirements on all paid tax preparers for the first time. Pacific Northwest Tax Service is the school you can turn to for help with passing IRS exams. We have a proven record of helping students pass government administered tax preparer exams.

For 10 years, Pacific Northwest Tax School students have consistently achieved pass rates 20% - 40% higher than those achieved by any other national tax school at state-administered competency exams.

Put our years of experience to work for you. Prepare for IRS competency exams by enrolling in The Basic Tax Course today!

## Pacific Northwest Tax School is Approved as a Sponsor of Education Programs by the Following Organizations



**We are an IRS approved sponsor** of continuing education for enrolled agents. **IRS Sponsor #5.**

Pacific Northwest Tax School is a vocational school licensed by the **Oregon Department of Education.**

Our education programs are approved by the **Oregon Board of Tax Practitioners.**

**Our Oregon 87-Hour Basic Tax Course includes 15 additional hours covering Oregon tax laws.**



National Registry of CPE Sponsors, 150 Fourth Avenue North, Suite 700, Nashville, TN, 37219-2417. Website: [www.nasba.org](http://www.nasba.org). **NASBA sponsor #109290.**

Pacific Northwest Tax School is registered with the National Association of the State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State boards of accountancy have final authority on the acceptance of individual courses for CPE credit. Complaints regarding registered sponsors may be addressed to the



Pacific Northwest Tax School has been approved by the California Tax Education Council to offer Qualifying Education with our 87-HOUR CTEC Basic Tax Course - Federal & California Law which fulfills the 60-hour "qualifying education" requirement imposed by the State of California to become a tax preparer. A listing of additional requirements to register as a tax preparer may be obtained by contacting CTEC at P.O. Box 2890, Sacramento, CA, 95812-2890, toll-free by phone at (877) 850-2832 or on the internet at [www.ctec.org](http://www.ctec.org). **CTEC Sponsor #6180**

**Our CTEC 87-Hour Basic Tax Course includes 15 additional hours covering California tax laws.**

**The Texas State Board of Public Accountancy** requires CPAs obtain CPE from a Board-approved sponsor. Pacific Northwest Tax School has registered with the Texas State Board of Public Accountancy as a CPE sponsor. This registration does not constitute an endorsement by the Board as to the quality of our CPE programs. **Texas sponsor #009794.**

**The New York State Board for Public Accountancy** requires CPAs obtain CPE from a Board-approved sponsor. Pacific Northwest Tax School has registered with the New York State Board for Public Accountancy as a CPE sponsor. **New York Sponsor License #002479**