

Domain 1: Preliminary Work & Taxpayer Data 14 Questions

1.1. Preliminary work to prepare tax returns

1. **Prior years' returns:**

1. Used for comparison, accuracy, & **carryovers**, **Net Operating Loss (NOL)**, **depreciation**, **asset basis**, **prior yr minimum tax** for current year's return

2. **Taxpayer Bio-information NEEDED:**

1. date of birth, marital status, **dependents**, identity protection **IP-PIN**, **photo ID**, **See (P4491, Vita/TCE training guide)**, Look at SS card

3. **Citizenship, Residency:** SSN, ITIN, ATIN (Individual / Adoption), visas, green cards, resident or non-resident alien

4. Filing requirements & due date:

5. Taxpayer filing status

6. Sources of worldwide taxable & non-taxable income (e.g., interest, wages, business, sales of property, dividends, rental income, flow-through entities, alimony received)

7. Sources of applicable exclusions & adjustments to gross income (e.g., foreign earned income exclusion, retirement plans, HSAs, alimony paid, health insurance, self-employment tax)

8. Sources of applicable deductions (e.g., itemized, standard)

9. Qualifications for dependency

10. Sources of applicable credits (e.g., education, foreign tax, child & dependent care, credit for other dependents, child tax credit)

11. Sources of tax payments & refundable credits

12. Previous IRS correspondence with taxpayer

13. Additional required returns to be filed, & taxes paid (e.g., employment, gifts, international information returns, & other information returns)

14. Special filing requirements (e.g. foreign income, presidentially declared disaster areas, injured spouse)

15. Foreign account & asset reporting (e.g., FBAR, Form 8938)

16. Minor children's unearned income ("Kiddie" tax)

17. ACA requirements (e.g., , total household income, premium tax credit, household size)

Domain 2: Income & Assets 17 Questions

2.1. Income

- Taxability of wages, salaries & other earnings
- Interest Income (e.g., taxable & non-taxable)
- Dividends & other distributions from mutual funds, corporations, & other entities