

2018 Online SEE Prep Class Schedule

Times Held: 2-4 pm* Mon. & Wed. Tues. & Thurs. Tues. & Fri. Wed. & Fri.

6:30-8:30 pm* Mon. & Wed. Tues. & Thurs.

*Part 2 require an additional ½ hour to be added

If you do not see a day/time you would prefer, please request it

Session 1: PART 1 – INDIVIDUALS

Class #	Unit of Study	Topic
1	-	Introduction (1 hour)
2	1 2	Filing Requirements Gross Income
3	3 4	Business Deductions Above-the-Line Deductions & Losses
4	5 6	Itemized Deductions Tax Credits, Other Taxes and Payments
5	7 8	Basis Adjustments to Asset Basis and Capital Gains and Losses
6	9 10	Business Property, Related Parties, and Installment Sales Non-recognition Property Transactions
7	11 12	Individual Retirement Accounts Gift Tax
8	13	Estate Tax (1 hour)

Session 2: PART 3 – REPRESENTATION, PRACTICES, AND PROCEDURES

Class #	Unit of Study	Topic
1	1 2	Practice Before The IRS Tax Preparers and Penalties
2	3 4	Representation Examination of Returns and the Appeals Process
3	5 6	The Collection Process Tax Authority
4	7	Recordkeeping and Electronic Filing (1 hour)

Session 3: PART 2 – BUSINESSES

Class #	Unit of Study	Topic
1	1 2	Entity Types, Methods, and Periods Income, Farms, and Property Transactions
2	3 4	Business Expenses Other Deductions
3	5 6	Basis Depreciation
4	7 8	Credits, Losses, and Additional Taxes Contributions to a Partnership
5	9 10	Partnership Operations Disposition of a Partner's Interest
6	11 12	Corporations Corporate Formation
7	13 14	Corporate Income and losses Corporate Deductions
8	15 16	Corporate Distributions Corporate Liquidations and Redemptions
9	17 18	S Corporations Decedent, Estate, and Trust Income Tax Returns
10	19 20	Retirement Plans for Small Businesses Exempt Organizations