

# Income Tax Preparation Course



**Skills for Change**  
Diversity at Work™

*TechSkills* offers only instructor-led classes. Our classes are limited in size so you have more hands-on interaction with the instructor. We provide experienced instructors, quality training materials and competitive pricing.

## Do you Want to Earn Money Preparing Tax Returns?

Are you self employed and need to prepare your own tax return?

Do you need help completing the CGA Taxation 1 (TX1) course?

Skills for Change brings you an accelerated training course in T1 Income Tax Preparation. The course is designed to follow the general structure of the Income Tax Act. It will cover major income categories and applicable rules used to calculate net income for tax purposes. This course will also provide hands on training on the recognized tax preparation software, UFILE.

Upon successful completion of this course, you will be able to:

- Understand the structure and organization of the Income Tax Act
- Locate and interpret information from the Income Tax Act and relevant CRA publications.
- Use the recognized tax software, UFILE
- Determine the income tax liability as it applies to:  
T4 income earners; Investment income earners; Self-employed individuals; Rental income earners; Home-based businesses; Sole proprietorships and partnerships.

**Pre-requisites:** Canadian Language Benchmark 5; Basic knowledge of Windows

**Certificate offered:** Participants receive a certificate of completion

### Registration:

Register in person, or online at [www.skillsforchange.org/techskills/register](http://www.skillsforchange.org/techskills/register)

**More information:** Please call 416.658.3101 ext. 216

Start Date	Day of the Week							Location	
	S	M	T	W	T	F	S	Toronto	Brampton
October 18		✓		✓				✓	
Time	Weeks	Hours	Fee						
6:30p - 9:30p	4	24	\$280						

**TechSkills**  
AFFORDABLE TRAINING

Toronto  
791 St. Clair Avenue West

Brampton  
21 Nelson Street West

[www.skillsforchange.org/techskills](http://www.skillsforchange.org/techskills)