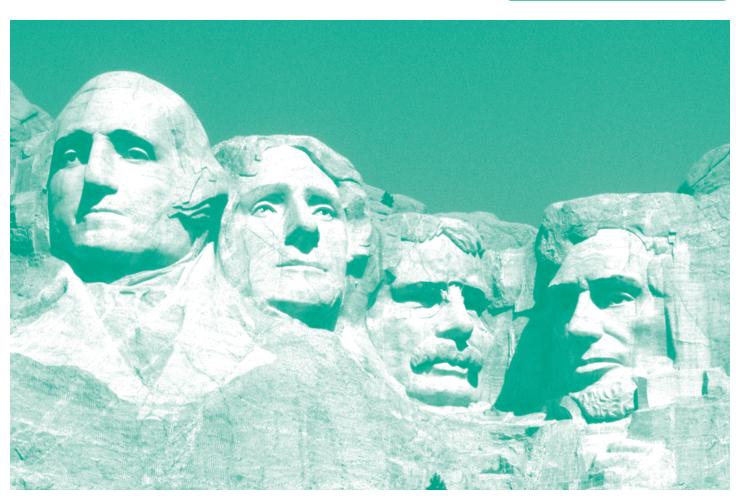


## 4480

## VITA/TCE Link & Learn Taxes Training Kit Volunteer Income Tax Assistance (VITA) / Tax Counseling for the Elderly (TCE) 2014 RETURNS





Take your VITA/TCE training online at www.irs.gov (keyword: Link & Learn Taxes). Link to the Practice Lab to gain experience using tax software and take the certification test online, with immediate scoring and feedback.



## What products are available for VITA/TCE training?

Product	Highlights
Link & Learn Taxes - Electronic format	Available on <a href="www.irs.gov">www.irs.gov</a> , keyword Link & Learn Taxes and provides access to all VITA/TCE courses and tests:  Basic, Advanced, Military, and International Health Savings Accounts (HSA), Foreign Student, and Puerto Rico Volunteer Standards of Conduct, Intake/Interview & Quality Review, and Site Coordinator Training
Publication 5157, Affordable Care Act (ACA) - Electronic and print format	ACA training for VITA/TCE volunteers.
Publication 4491, Student Training Guide - Electronic and print (for new volunteers only) format, stand alone product	<ul> <li>Contains tax law contents in evergreen* format. Updates to tax law will be provided in Publication 4491X</li> <li>Basic, Advanced, Military &amp; International courses are contained in this guide</li> </ul>
Publication 4555E, VITA/TCE e-instructor guidance - Electronic format	Instructor guide available electronically on <u>www.irs.gov</u>
Publication 4491W, Comprehensive Problems & Exercises Workbook - Electronic and print (for new volunteers only) format	Contains problems and practice exercises in evergreen* format. Answers are provided for TY2012 in the workbook, and current year answers will be made available in Publication 4491X
Publication 4012, Volunteer Resource Guide - Electronic and print format, part of Publication 4480 kit and stand alone	A training tool and site reference guide revised annually to the current tax year
Form 6744, Test/Retest - Electronic and print format, part of Publication 4480 kit and stand alone	<ul> <li>The tests (Basic, Advanced, Military, and International) are open book and can be taken and scored on Link &amp; Learn Taxes</li> <li>The answers for the test and retest are based on 2014 values for deductions, exemptions, tax, and credits. To be a certified volunteer, the student must demonstrate competency in 2014 tax law. Only the 2014 version of the software will generate the correct answers</li> <li>The Standards of Conduct-Ethics test is included in this booklet</li> </ul>
Course Evaluation - Electronic format	Share your ideas for enhancing these materials by completing the training evaluations on <a href="https://www.irs.gov">www.irs.gov</a> , keyword Link & Learn Taxes
Practice Lab	This is an early-release version of the IRS-provided tax preparation software to use for training and testing. Access available through Link & Learn Taxes
Publication 4189 (CD)	Contains answers for Form 6744 and HSA optional module. Available through your SPEC Relationship Manager
Publication 4942 - Specialty Course HSA - Electronic format	Contains HSA course and test
Publication 4961 - Volunteer Standards of Conduct-Ethics Training - Electronic and print format	Contains the Volunteer Standards of Conduct-Ethics training
Publication 4491X - VITA/TCE Training Supplement - Electronic format	Contains current filing season updates
Publication 5051 (CD)	Contain Pubs. 4012, 5157, 4491 VITA/TCE Training Guide (Rev. 10-2014), 4491-W VITA/TCE Problems and Exercises (Rev. 10-2014), 4942 VITA/TCE Health Savings Accounts, 4961 Volunteer Standards of Conduct (Ethics), 4704-FS (Foreign Student and Scholar Volunteer Test), 4011 (Foreign Student and Scholar Volunteer Resource Guide, 4695(PR) (VITA/TCE Puerto Rico Volunteer Test), 4696(PR) (VITA/TCE Puerto Rico Volunteer Resource Guide, Forms 6744, and 13614-C EN and SP (Intake/Interview & Quality Review Sheet).

<sup>\*</sup> We will update evergreen products – products that require minimal updates – every 2 or 3 years. The printed products are only available for new volunteers. Please consult the Publication 4491X for any updates to our evergreen products.