

Checklist for Checkpoint Learning Tax Fundamentals Certificate Program™

Use this document to track your progress with the Tax Fundamentals Certificate Program.

Courses 1–3 may be completed in any order. Once courses 1–3 are complete, courses 4–8 will unlock.

- ☐ 1. **Online self-study course: *Overview of Federal Income Taxation*** (4 CPE credits)
- ☐ 2. **Online self-study course: *Tax Accounting Methods and Periods*** (2 CPE credits)
- ☐ 3. **Online self-study course: *Tax Research Introduction*** (2 CPE credits)

Upon completion of items 1–3, the following will automatically become available and may be completed in any order:

- ☐ 4. **Online self-study course: *Form 1040 Income Tax Preparation*** (10 CPE credits)
- ☐ 5. **Online self-study course: *Small Business Schedules C and F*** (6 CPE credits)
- ☐ 6. **Online self-study course: *C Corporations: Overview of Corporate Income Tax*** (5 CPE credits)
- ☐ 7. **Online self-study course: *Introduction to Partnerships and LLCs*** (4 CPE credits)
- ☐ 8. **Online self-study course: *Introduction to S Corporations*** (7 CPE credits)

Upon completion of components 1–8, the following will automatically become available:

- ☐ 1. **Tax Fundamentals Certificate Program Final Exam™**
(No CPE credits are awarded for completion of the Final Exam.)

Program Duration. The participant is allowed one year from the date of purchase for the satisfactory completion of all program requirements.

If you have questions or need assistance at any time, contact us as follows:

- For technical or customer service support, (billing, platform use and access, registration, etc.) call 800.231.1860 (Monday–Friday, 9:00 a.m.–7:00 p.m. EST) or email checkpointlearning.cpecustomerservice@thomsonreuters.com.