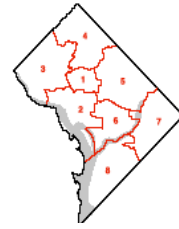




***COOPERATIVE EXTENSION SERVICE***  
**UNIVERSITY OF THE DISTRICT OF COLUMBIA**

4200 Connecticut Avenue, NW • Washington, DC 20008  
(202) 274-7115 Fax (202) 274-7130



*District of Columbia*

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## COMMUNITY RESOURCES & ECONOMIC DEVELOPMENT

### Course Title: Tax Tips: Pay Only What You Owe

**Instructor:** Gordon A. White, Extension Specialist  
Community Resource and Economic Development and Head of Center for Cooperatives

**Course Objectives:** At the conclusion of this course all participants will be able to,

- Understand the Basis Principles of the Federal Income Tax Law
- Understanding the Principle of Income, Adjustment, Deductions and Tax Credits
- Seek Free or Low Cost Assistance with Tax Questions and
- Put Together a Personal Tax Preparation Strategy

**Course Description:** Due to the levels of complexity and interest, the course will be conducted in three (3) 2 hour stand-alone sessions. Each session will include information on tax laws. Also in each session you will be given tax tips on the following:

- Tax Tips for Child Tax Credits and Earned Income Tax Credits
- Tax Tips for Those That Itemized Deductions and
- Tax Tips for Small Business Persons (Incorporated and Unincorporated)

**Methodology:** Each session can be offered individually, offered in a series or order that would fit the participant's needs. Each session will include lectures, group participation and Individual Projects.

**Textbook:** A general textbook will not be required for this course. The course will use IRS instruction books, forms, and worksheets.

**Evaluation:** Participant and program evaluations are built in to the training design. Participants will receive a pre/post quiz, and a program evaluation. The information received will be used to improve the seminar series.

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