

ITP Sydney & Eastern Suburbs – Tax Training School – 10 day course

Course dates;	Every Wednesday, from Wed 21 March to Wed 6 Jun
Course time;	9am to 5pm, including 1 hr for lunch and 2 x 15 minute breaks
Course materials;	500 page ITP Tax Training School Manual 2012 Master Tax Guide Summary course notes
Fee;	\$995 plus \$200 for laptop hire - \$100 refund on return of laptop
Content;	The course covers Individual and Partnership tax returns. It does not cover BAS, Company, Trust or Super Fund tax returns. The subjects covered include; <ul style="list-style-type: none">- Lodgment requirements- Income types and assessability- Deductions and substantiation requirements- Offsets (Rebates) available- Depreciation- Motor Vehicle expenses- Tax calculations, the Medicare levy and surcharge- Capital gains, foreign income- Rental properties- Pay As You Go Instalments for business / investment income- Business and professional taxpayers- Partnerships- ATO administration, amendments, objections- Optional overview of the GST
Assessment;	Weekly exercises for practice on your laptop –not subject to marking Mid term exam subject to marking Final exam subject to marking
On completion;	On successful completion (+85% in the final exam), we will award you a Certificate of Successful completion. Otherwise you will receive a Certificate of Completion.
Location;	ITP, Shop 4, 29 Newland Street Bondi Junction NSW 2022 5 minutes from Bondi Junction train / bus interchange
Other;	The course is limited to 8 students. There is lots of scope for interaction and you can get involved as much or as little as you like.
Employment;	We at Bondi Junction source our consultants from this course only, but this depends on our roster requirements and how well you do in the course, as well as how well you can communicate and present to future clients. <u>This course does not in any way guarantee you a job with ITP.</u> However, your name and marks will be put forward, if you want, into the ITP portal for consideration by other ITP offices around Sydney.
Questions?	Contact Rupert Onslow, the course presenter, on; Phone; 9387-5399 Email; Rupert@itpsydney.com.au

Testimonials – Full day course – 2011

“The course is very impressive and practical. Not only could I learn theoretical knowledge, but also relate to daily cases. Most importantly I do respect the professional ethics as a tax consultant reflected in every aspect of the course. I not only learnt tax knowledge but how to be a responsible ethical professional” – Crystal

“Good practical course – lots of fun” – Liljana

“Very practical, comprehensive and in-depth” – Anthony

“Excellent Handitax and computer training; I am more proficient now than when I started” – Robert

ITP Eastern Suburbs Tax Training School – Enrolment Form

Please fax to 9369-2456 or scan to bondi@itpsydney.com.au

Mr / Ms

First Name; _____

Last Name; _____

Fax/ Email address; _____

Postal address; _____

Fee – payment and refund policy

The course fee is \$995, plus a \$200 charge if you want to hire a laptop for the duration. You will receive a refund of \$100 on return of the laptop in working order. To secure a place, we require a \$250 deposit, with the balance of \$995 payable on the first day of the course, when materials will be supplied to you. If you want to get your materials earlier, you must pay the full fee.

Laptop hire; unless you have your own copy of Handitax software on your own laptop, you will need to hire one from us, as we cannot distribute the software to you. You will be able to take the laptop home each day to work on the course materials.

Deposit; **\$250**; Please find my remittance for my deposit (\$250) below. I understand that if I withdraw before 10 days of the start of the course, my deposit will be refunded in full. If I withdraw within 10 days, I will be refunded \$50. If I do not attend the course without advising ITP I will forfeit the deposit in full.

Balance; **\$995** is payable on the first day of the course, before materials are issued to you.

Refund; \$100 will be refunded to you on return of the same working laptop issued to you.

I understand that places are limited to 8 participants per session. The course will be held subject to a minimum number of participants, and I will be refunded my fee in full if the course does not go ahead.

Remittance details;

___ Please charge my Mastercard / Visa card \$250 / \$1195; details below;

___ Exp ___ / ___

Name on card; _____

Signature: _____

___ I have made a direct deposit to Account BSB **032-159** Account Number **225-400** Account name ITP Eastern Suburbs, which was paid on ___ / ___ / 20___, using my last name as a reference.

___ Please find my cheque enclosed made payable to ITP Eastern Suburbs