Basic Course Scenarios and Test Questions

Directions

The first six scenarios do not require you to prepare a tax return. **Read the interview notes for each scenario carefully and use your training and resource materials to answer the questions after the scenarios.**

Basic Scenario 1: Tom Brown

Interview Notes

- Tom is 36 years old and has never been married.
- Frank, age 13, is Tom's nephew who lived with him all year. Tom provided all of his support and provided over half the cost of keeping up the home.
- Tom earned $44,000 in wages.
- Tom is blind and cannot be claimed as a dependent by another taxpayer.
- Tom and Frank are U.S. citizens, have valid Social Security numbers, and lived in the U.S. the entire year.

Basic Scenario 1: Test Questions

1. What is the most advantageous filing status allowable that Tom can claim on his tax return for 2022?

   a. Single

   b. Head of Household

   c. Qualifying Surviving Spouse (QSS)

   d. Married Filing Jointly

2. Tom can claim a higher standard deduction because he is blind.

   a. True

   b. False

Basic Scenario 2: Lewis and Oneida Monroe

Interview Notes

- Lewis, age 26, and Oneida, age 25, are married and will file a joint return.
- They cannot be claimed as dependents by another taxpayer.
- Lewis and Oneida have no children or other dependents.
- Both work and neither are full-time students. Lewis earned wages of $15,400 and Oneida earned wages of $5,600.
- Lewis and Oneida are U.S. citizens and have valid Social Security numbers.
- Lewis and Oneida have investment income of $5,000.

Basic Scenario 2: Test Questions

3. Lewis and Oneida are eligible to claim the Earned Income Tax Credit (EITC).

a. True

b. False

4. Lewis and Oneida's investment income of $5,000 disqualifies them for the Earned Income Tax Credit (EITC).

a. True

b. False

Basic Scenario 3: Sebastian and Ashley Miller

Interview Notes

- Sebastian and Ashley Miller are married and always file Married Filing Jointly.
- Sebastian earned $32,000 in wages and Ashley earned $24,000 in wages.
- The Millers paid all the cost of keeping up a home and provided all the support for their two children, Laura and Timothy, who lived with them all year.
- Laura is 14 years old and Timothy turned 17 in November 2022.
- Sebastian and Ashley did not have enough deductions to itemize, but contributed $1,500 in 2022 to their church, a qualified charitable organization.
- Sebastian, Ashley, Laura, and Timothy are all U.S. citizens with valid Social Security numbers and lived in the U.S. the entire year.

Basic Scenario 3: Test Questions

5. Which of the Miller's children qualifies for the Child Tax Credit (CTC)?

   a. Laura
   b. Timothy
   c. Laura and Timothy
   d. Neither

6. Sebastian and Ashley will **not** itemize deductions but can deduct $600 of their charitable contribution.

   a. True
   b. False

Basic Scenario 4: Clay and Marian Washington

Interview Notes

- Clay and Marian are married and will file a joint return.
- Marian is a U.S. citizen with a valid Social Security number. Clay is a resident alien with an Individual Taxpayer Identification Number (ITIN).
- Marian worked in 2022 and earned wages of $32,000. Clay worked part-time and earned wages of $18,000.
- The Washingtons have two children: Erin, age 12 and Jenny, age 18.
- The Washingtons provided the total support for their two children, who lived with them in the U.S. all year. Erin and Jenny are U.S. citizens and have valid Social Security numbers.

Basic Scenario 4: Test Questions

7. The Washingtons qualify for the Credit for Other Dependents.

   a. True

   b. False

8. The Washingtons qualify for the Earned Income Tax Credit because Marian has a valid SSN and Clay has an ITIN.

   a. True

   b. False

Basic Scenario 5: Isabela Rincon

Interview Notes

- Isabela is single and turned 72 years old on October 1, 2022.
- Isabela worked as a librarian at the local library and earned wages of $7,500. Isabela also received Social Security benefits of $16,000. She received a taxable pension of $13,000.
- She retired from her previous job on October 30, 2019. During her career she contributed pretax dollars to a qualified 401(k) retirement plan through her employer.
- Isabela cannot be claimed as a dependent by another taxpayer.
- Isabela is a U.S. citizen with a valid Social Security number.

Basic Scenario 5: Test Questions

9. Isabela qualifies to claim the Earned Income Tax Credit.

   a. True

   b. False

10. Isabela must take her first required minimum distribution by April 1, 2023.

   a. True

   b. False

Basic Scenario 6: Leon Martin

Interview Notes

- Leon Martin is single and has never been married.
- Leon earned wages of $23,000 during the first half of the year. Leon lost his job in July and received a total of $9,000 in unemployment compensation.
- Leon is a barber and took a class at the community barber college to improve his barbering skills. He paid the cost of tuition and a course-related book. His qualified education expenses were $2,500.
- Leon also paid student loan interest for the courses he previously took to earn his Bachelor's degree. For 2022, he paid student loan interest of $550.
- Leon does not have any dependents.
- Leon is a U.S. citizen with a valid Social Security number.

Basic Scenario 6: Test Questions

11. Leon must include his unemployment compensation on his 2022 tax return.

a. True

b. False

12. Leon is eligible for the following credit:

a. Earned Income Credit

b. Lifetime Learning Credit

c. American Opportunity Credit

d. None of the above

13. Leon can claim the student loan interest deduction as an adjustment to income on his tax return.

a. True

b. False

Basic Scenario 7: Jeff and Claire Pickens

Directions

Using the tax software, complete the tax return, including Form 1040 and all appropriate forms, schedules, or worksheets. Answer the questions following the scenario.

When entering Social Security numbers (SSNs) or Employer Identification Numbers (EINs), replace the Xs as directed, or with any four digits of your choice.

Interview Notes

- Jeff, age 68 and Claire, age 63 elect to file Married Filing Jointly. Neither taxpayer is blind.
- Jeff is retired. He received Social Security benefits and a pension.
- Jeff and Claire's daughter Shelby, age 19, is a full-time college student in her second year of study. She is pursuing a degree in foreign studies and does not have a felony drug conviction. She received a Form 1098-T for 2022. Box 7 was not checked on her Form 1098-T for the previous tax year.
- Shelby spent the summer at home with her parents but lived in an apartment near campus during the school year.
- Shelby received a scholarship and the terms require that it be used to pay tuition. Jeff and Claire paid the cost of Shelby’s tuition and course-related books in 2022 not covered by scholarship. They paid $120 for a parking sticker, $5,500 for a meal plan, $750 for textbooks purchased at the college bookstore, and $100 for access to an online textbook.
- Jeff and Claire paid more than half the cost of maintaining a home and support for Shelby.
- Jeff and Claire do not have enough deductions to itemize on their federal tax return.
- Jeff, Claire, and Shelby are U.S. citizens and have valid Social Security numbers. They all lived in the United States for the entire year.
- If Jeff and Claire receive a refund, they would like to deposit it into their checking account. Documents from Baldwin Bank show that the routing number is 111000025. Their checking account number is 11337890.

Form **13614-C** (October 2022)

Department of the Treasury - Internal Revenue Service

Intake/Interview & Quality Review Sheet

OMB Number 1545-1964

You will need:
- **Tax Information such as Forms W-2, 1099, 1098, 1095.**
- **Social security cards or ITIN letters for all persons on your tax return.**
- **Picture ID (such as valid driver's license) for you and your spouse.**

- **Please complete pages 1-4 of this form.**
- **You are responsible for the information on your return. Please provide complete and accurate information.**
- **If you have questions, please ask the IRS-certified volunteer preparer.**

Volunteers are trained to provide high quality service and uphold the highest ethical standards.
To report unethical behavior to the IRS, email us at wi.voltax@irs.gov

Part I – Your Personal Information (If you are filing a joint return, enter your names in the same order as last year's return)

1. Your first name JEFF	M.I.	Last name PICKENS	Best contact number YOUR PHONE NUMBER	Are you a U.S. citizen? ☒ Yes ☐ No
2. Your spouse's first name CLAIRE	M.I.	Last name PICKENS	Best contact number YOUR PHONE NUMBER	Is your spouse a U.S. citizen? ☒ Yes ☐ No

3. Mailing address 5 PEBBLE LANE	Apt #	City YOUR CITY	State YS	ZIP code YOUR ZIP

4. Your Date of Birth 7/15/1954	5. Your job title RETIRED	6. Last year, were you: a. Full-time student ☐ Yes ☒ No b. Totally and permanently disabled ☐ Yes ☒ No c. Legally blind ☐ Yes ☒ No
7. Your spouse's Date of Birth 01/30/1959	8. Your spouse's job title CLERK	9. Last year, was your spouse: a. Full-time student ☐ Yes ☒ No b. Totally and permanently disabled ☐ Yes ☒ No c. Legally blind ☐ Yes ☒ No

10. Can anyone claim you or your spouse as a dependent? ☐ Yes ☒ No ☐ Unsure

11. Have you, your spouse, or dependents been a victim of tax related identity theft or been issued an Identity Protection PIN? ☐ Yes ☒ No

12. Provide an email address (optional) (this email address will not be used for contacts from the Internal Revenue Service)

Part II – Marital Status and Household Information

1. As of December 31, 2022, what was your marital status?

☐ Never Married (This includes registered domestic partnerships, civil unions, or other formal relationships under state law)

☒ Married
- a. If Yes, Did you get married in 2022? ☐ Yes ☒ No
- b. Did you live with your spouse during any part of the last six months of 2022? ☒ Yes ☐ No

☐ Divorced — Date of final decree ____________

☐ Legally Separated — Date of separate maintenance decree ____________

☐ Widowed — Year of spouse's death ____________

2. List the names below of:
- **everyone** who lived with you last year (other than your spouse)
- **anyone** you supported but did not live with you last year

If additional space is needed check here ☐ and list on page 3

									To be completed by a Certified Volunteer Preparer				
Name (first, last) Do not enter your name or spouse's name below (a)	Date of Birth (mm/dd/yy) (b)	Relationship to you (for example: son, daughter, parent, none, etc) (c)	Number of months lived in your home last year (d)	US Citizen (yes/no) (e)	Resident of US, Canada, or Mexico last year (yes/no) (f)	Single or Married as of 12/31/22 (S/M) (g)	Full-time Student last year (yes/no) (h)	Totally and Permanently Disabled (yes/no) (i)	Is this person a qualifying child/relative of any other person? (yes/no)	Did this person provide more than 50% of his/ her own support? (yes,no,n/a)	Did this person have less than $4,400 of income? (yes,no,n/a)	Did the taxpayer(s) provide more than 50% of support for this person? (yes/no/n/a)	Did the taxpayer(s) pay more than half the cost of maintaining a home for this person? (yes/no)
SHELBY PICKENS	9/3/2003	DAUGH	12	YES	YES	S	YES	NO	NO	NO	YES	YES	YES

Catalog Number 52121E www.irs.gov Form **13614-C** (Rev. 10-2022)

Check appropriate box for each question in each section

Yes	No	Unsure	Part III – Income – Last Year, Did You (or Your Spouse) Receive
☒	☐	☐	1. (B) Wages or Salary? (Form W-2) **If yes, how many jobs did you have last year?** 1
☐	☒	☐	2. (A) Tip Income?
☒	☐	☐	3. (B) Scholarships? (Forms W-2, 1098-T)
☒	☐	☐	4. (B) Interest/Dividends from: checking/savings accounts, bonds, CDs, brokerage? (Forms 1099-INT, 1099-DIV)
☐	☒	☐	5. (B) Refund of state/local income taxes? (Form 1099-G)
☐	☒	☐	6. (B) Alimony income or separate maintenance payments?
☐	☒	☐	7. (A) Self-Employment income? (Forms 1099-MISC, 1099-NEC, 1099-K, cash, digital assets, or other property or services)
☐	☒	☐	8. (A) Cash/check/digital assets, or other property or services for any work performed not reported on Forms W-2 or 1099?
☐	☒	☐	9. (A) Income (or loss) from the sale or exchange of stocks, bonds, digital assets or real estate? (including your home) (Forms 1099-S, 1099-B)
☐	☒	☐	10. (B) Disability income? (such as payments from insurance, or workers compensation) (Forms 1099-R, W-2)
☒	☐	☐	11. (A) Retirement income or payments from pensions, annuities, and or IRA? (Form 1099-R)
☐	☒	☐	12. (B) Unemployment Compensation? (Form 1099-G)
☒	☐	☐	13. (B) Social Security or Railroad Retirement Benefits? (Forms SSA-1099, RRB-1099)
☐	☒	☐	14. (M) Income (or loss) from rental property?
☐	☒	☐	15. (B) Other income? (gambling, lottery, prizes, awards, jury duty, digital assets, Sch K-1, royalties, foreign income, etc.)

Yes	No	Unsure	Part IV – Expenses – Last Year, Did You (or Your Spouse) Pay
☐	☒	☐	1. (B) Alimony or separate maintenance payments? If yes, do you have the recipient's SSN? ☐ Yes ☐ No
☐	☒	☐	2. Contributions or repayments to a retirement account? ☐ IRA (A) ☐ Roth IRA (B) ☐ 401K (B) ☐ Other
☒	☐	☐	3. (B) College or post secondary educational expenses for yourself, spouse or dependents? (Form 1098-T)
☐	☒	☐	4. Any of the following? ☐ (A) Medical & Dental (including insurance premiums) ☐ (A) Mortgage Interest (Form 1098) ☐ (A) Taxes (State, Real Estate, Personal Property, Sales) ☐ (B) Charitable Contributions
☐	☒	☐	5. (B) Child or dependent care expenses such as daycare?
☐	☒	☐	6. (B) For supplies used as an eligible educator such as a teacher, teacher's aide, counselor, etc.?
☐	☒	☐	7. (A) Expenses related to self-employment income or any other income you received?
☐	☒	☐	8. (B) Student loan interest? (Form 1098-E)

Yes	No	Unsure	Part V – Life Events – Last Year, Did You (or Your Spouse)
☐	☒	☐	1. (A) Have a Health Savings Account? (Forms 5498-SA, 1099-SA, W-2 with code W in box 12)
☐	☒	☐	2. (A) Have credit card, student loan or mortgage debt cancelled/forgiven by a lender or have a home foreclosure? (Forms 1099-C, 1099-A)
☐	☒	☐	3. (A) Adopt a child?
☐	☒	☐	4. (B) Have Earned Income Credit, Child Tax Credit or American Opportunity Credit disallowed in a prior year? If yes, for which tax year? ______
☐	☒	☐	5. (A) Purchase and install energy-efficient home items? (such as windows, furnace, insulation, etc.)
☐	☒	☐	6. (A) Receive the First Time Homebuyers Credit in 2008?
☐	☒	☐	7. (B) Make estimated tax payments or apply last year's refund to this year's tax? If so how much? ______
☐	☒	☐	8. (A) File a federal return last year containing a "capital loss carryover" on Form 1040 Schedule D?
☐	☒	☐	9. (A) Have health coverage through the Marketplace (Exchange)? [Provide Form 1095-A]

Additional Information and Questions Related to the Preparation of Your Return

1. Would you like to receive written communications from the IRS in a language other than English? ☐ Yes ☒ No If yes, which language? ______
2. Presidential Election Campaign Fund (If you check a box, your tax or refund will not change)
   Check here if you, or your spouse if filing jointly, want $3 to go to this fund ☒ You ☐ Spouse
3. If you are due a refund, would you like: a. Direct deposit ☒ Yes ☐ No b. To purchase U.S. Savings Bonds ☐ Yes ☒ No c. To split your refund between different accounts ☐ Yes ☒ No
4. If you have a balance due, would you like to make a payment directly from your bank account? ☐ Yes ☒ No
5. Did you live in an area that was declared a Federal disaster area? ☐ Yes ☒ No If yes, where? ______
6. Did you, or your spouse if filing jointly, receive a letter from the IRS? ☐ Yes ☒ No
7. Would you like information on how to vote and/or how to register to vote? ☐ Yes ☒ No

Many free tax preparation sites operate by receiving grant money or other federal financial assistance. The data from the following questions may be used by this site to apply for these grants or to support continued receipt of financial funding. Your answer will be used only for statistical purposes. These questions are optional.

8. Would you say you can carry on a conversation in English, both understanding & speaking? ☒ Very well ☐ Well ☐ Not well ☐ Not at all ☐ Prefer not to answer
9. Would you say you can read a newspaper or book in English? ☒ Very well ☐ Well ☐ Not well ☐ Not at all ☐ Prefer not to answer
10. Do you or any member of your household have a disability? ☐ Yes ☒ No ☐ Prefer not to answer
11. Are you or your spouse a Veteran from the U.S. Armed Forces? ☐ Yes ☒ No ☐ Prefer not to answer
12. Your race?
☐ American Indian or Alaska Native ☐ Asian ☐ Black or African American ☐ Native Hawaiian or other Pacific Islander ☐ White ☒ Prefer not to answer
13. Your spouse's race?
☐ American Indian or Alaska Native ☐ Asian ☐ Black or African American ☐ Native Hawaiian or other Pacific Islander ☐ White ☒ Prefer not to answer
☐ No spouse
14. Your ethnicity? ☐ Hispanic or Latino ☐ Not Hispanic or Latino ☒ Prefer not to answer
15. Your spouse's ethnicity? ☐ Hispanic or Latino ☐ Not Hispanic or Latino ☒ Prefer not to answer ☐ No spouse

Additional comments

Privacy Act and Paperwork Reduction Act Notice

The Privacy Act of 1974 requires that when we ask for information we tell you our legal right to ask for the information, why we are asking for it, and how it will be used. We must also tell you what could happen if we do not receive it, and whether your response is voluntary, required to obtain a benefit, or mandatory. Our legal right to ask for information is 5 U.S.C. 301. We are asking for this information to assist us in contacting you relative to your interest and/or participation in the IRS volunteer income tax preparation and outreach programs. The information you provide may be furnished to others who coordinate activities and staffing at volunteer return preparation sites or outreach activities. The information may also be used to establish effective controls, send correspondence and recognize volunteers. Your response is voluntary. However, if you do not provide the requested information, the IRS may not be able to use your assistance in these programs. The Paperwork Reduction Act requires that the IRS display an OMB control number on all public information requests. The OMB Control Number for this study is 1545-1964. Also, if you have any comments regarding the time estimates associated with this study or suggestion on making this process simpler, please write to the Internal Revenue Service, Tax Products Coordinating Committee, SE:W:CAR:MP:T:T:SP, 1111 Constitution Ave. NW, Washington, DC 20224

Form W2

a Employee's social security number: 128-00-XXXX	OMB No. 1545-0008	Safe, accurate, FAST! Use IRS e-file. Visit the IRS website at www.irs.gov/efile

b Employer identification number (EIN) 25-7XXXXXX	**1** Wages, tips, other compensation $45,000.00	**2** Federal income tax withheld $3,000.00
c Employer's name, address, and ZIP code CAVE STREET MARKET 200 ROCK ROAD YOUR CITY, YOUR STATE, ZIP	**3** Social security wages $45,000.00	**4** Social security tax withheld $2,790.00
	5 Medicare wages and tips $45,000.00	**6** Medicare tax withheld $652.50
	7 Social security tips	**8** Allocated tips
d Control number	**9**	**10** Dependent care benefits
e Employee's first name and initial / Last name / Suff. CLAIRE PICKENS 5 PEBBLE LANE YOUR CITY, YOUR STATE, ZIP	**11** Nonqualified plans	**12a** See instructions for box 12 Code: DD $2,300.00
	13 Statutory employee [ ] Retirement plan [X] Third-party sick pay [ ]	**12b** Code
	14 Other	**12c** Code
f Employee's address and ZIP code		**12d** Code

15 State	Employer's state ID number	16 State wages, tips, etc.	17 State income tax	18 Local wages, tips, etc.	19 Local income tax	20 Locality name
YS	25-7XXXXXX	$45,000.00				

Form **W-2** **Wage and Tax Statement** 2022

Department of the Treasury—Internal Revenue Service

Copy B—To Be Filed With Employee's FEDERAL Tax Return.
This information is being furnished to the Internal Revenue Service.

☐ CORRECTED (if checked)

PAYER'S name, street address, city or town, state or province, country, ZIP or foreign postal code, and telephone no. **BRADFORD INC.** **2605 STATE STREET** **YOUR CITY, YOUR STATE, ZIP**	1 Gross distribution $ **$16,000** 2a Taxable amount $ **$16,000**	OMB No. 1545-0119 **2022** Form **1099-R**	**Distributions From Pensions, Annuities, Retirement or Profit-Sharing Plans, IRAs, Insurance Contracts, etc.**
	2b Taxable amount not determined ☐	Total distribution ☐	**Copy B**
PAYER'S TIN **40-100XXXX** / RECIPIENT'S TIN **127-00-XXXX**	3 Capital gain (included in box 2a) $	4 Federal income tax withheld $ **$4,000**	**Report this income on your federal tax return. If this form shows federal income tax withheld in box 4, attach this copy to your return.**
RECIPIENT'S name **JEFF PICKENS**	5 Employee contributions/ Designated Roth contributions or insurance premiums $	6 Net unrealized appreciation in employer's securities $	
Street address (including apt. no.) **5 PEBBLE LANE**	7 Distribution code(s) **7** / IRA/ SEP/ SIMPLE ☐	8 Other $ %	This information is being furnished to the IRS.
City or town, state or province, country, and ZIP or foreign postal code **YOUR CITY, YOUR STATE, ZIP**	9a Your percentage of total distribution %	9b Total employee contributions $	
10 Amount allocable to IRR within 5 years $ / 11 1st year of desig. Roth contrib. / 12 FATCA filing requirement ☐	14 State tax withheld $ $	15 State/Payer's state no.	16 State distribution $ $
Account number (see instructions) / 13 Date of payment	17 Local tax withheld $ $	18 Name of locality	19 Local distribution $ $

Form **1099-R** www.irs.gov/Form1099R Department of the Treasury - Internal Revenue Service

FORM SSA-1099 – SOCIAL SECURITY BENEFIT STATEMENT

2022
- PART OF YOUR SOCIAL SECURITY BENEFITS SHOWN IN BOX 5 MAY BE TAXABLE INCOME.
- SEE THE REVERSE FOR MORE INFORMATION.

Box 1. Name **JEFF PICKENS**		Box 2. Beneficiary's Social Security Number **127-00-XXXX**
Box 3. Benefits Paid in 2022 **$12,000.00**	Box 4. Benefits Repaid to SSA in 2022	Box 5. Net Benefits for 2022 *(Box 3 minus Box 4)* **$12,000.00**

DESCRIPTION OF AMOUNT IN BOX 3

Paid by check or direct deposit: $12,000.00

DESCRIPTION OF AMOUNT IN BOX 4

Box 6. Voluntary Federal Income Tax Withholding **$1,200.00**

Box 7. Address
5 PEBBLE LANE
YOUR CITY, YOUR STATE, ZIP

Box 8. Claim Number *(Use this number if you need to contact SSA.)*

Draft as of June 21, 2022 - Subject to Change

Form **SSA-1099-SM** (6/2020) **DO NOT RETURN THIS FORM TO SSA OR IRS**

☐ CORRECTED (if checked)

PAYER'S name, street address, city or town, state or province, country, ZIP or foreign postal code, and telephone no. **BALDWIN BANK** **123 BALDWIN AVENUE** **YOUR CITY, YOUR STATE, ZIP**	**1a** Total ordinary dividends $ **$2,200.00** **1b** Qualified dividends $ **$2,200.00**	OMB No. 1545-0110 Form **1099-DIV** (Rev. January 2022) For calendar year 20 22	**Dividends and Distributions**
	2a Total capital gain distr. $	**2b** Unrecap. Sec. 1250 gain $	**Copy B** **For Recipient**
PAYER'S TIN: **38-4XXXXXX** / RECIPIENT'S TIN: **127-00-XXXX**	**2c** Section 1202 gain $	**2d** Collectibles (28%) gain $	
	2e Section 897 ordinary dividends $	**2f** Section 897 capital gain $	
RECIPIENT'S name **JEFF PICKENS**	**3** Nondividend distributions $	**4 Federal income tax withheld** $ **$330.00**	This is important tax information and is being furnished to the IRS. If you are required to file a return, a negligence penalty or other sanction may be imposed on you if this income is taxable and the IRS determines that it has not been reported.
Street address (including apt. no.) **5 PEBBLE LANE**	**5** Section 199A dividends $	**6** Investment expenses $	
	7 Foreign tax paid $	**8** Foreign country or U.S. possession	
City or town, state or province, country, and ZIP or foreign postal code **YOUR CITY, YOUR STATE, ZIP**	**9** Cash liquidation distributions $	**10** Noncash liquidation distributions $	
11 FATCA filing requirement ☐	**12** Exempt-interest dividends $	**13** Specified private activity bond interest dividends $	
Account number (see instructions)	**14** State / **15** State identification no.	**16** State tax withheld $ $	

Form **1099-DIV** (Rev. 1-2022) (keep for your records) www.irs.gov/Form1099DIV Department of the Treasury - Internal Revenue Service

☐ CORRECTED

FILER'S name, street address, city or town, state or province, country, ZIP or foreign postal code, and telephone number **BALDWIN UNIVERSITY** **3700 BALDWIN AVENUE** **YOUR CITY, YOUR STATE, ZIP**	**1** Payments received for qualified tuition and related expenses **$** **9,500.00** **2**	OMB No. 1545-1574 **2022** Form **1098-T**	**Tuition Statement**
FILER'S employer identification no.: **89-7XXXXXX** / STUDENT'S TIN: **129-00-XXXX**	**3**		**Copy B** **For Student**
STUDENT'S name **SHELBY PICKENS**	**4** Adjustments made for a prior year **$**	**5** Scholarships or grants **$** **7,500.00**	This is important tax information and is being furnished to the IRS. This form must be used to complete Form 8863 to claim education credits. Give it to the tax preparer or use it to prepare the tax return.
Street address (including apt. no.) **5 PEBBLE LANE** City or town, state or province, country, and ZIP or foreign postal code **YOUR CITY, YOUR STATE, ZIP**	**6** Adjustments to scholarships or grants for a prior year **$**	**7** Checked if the amount in box 1 includes amounts for an academic period beginning January–March 2023 ☐	
Service Provider/Acct. No. (see instr.) / **8** Checked if at least half-time student ☑	**9** Checked if a graduate student ☐	**10** Ins. contract reimb./refund **$**	

Form **1098-T** (keep for your records) www.irs.gov/Form1098T Department of the Treasury - Internal Revenue Service

Baldwin University
Meal Plan

Baldwin College Student Housing
3700 Baldwin Avenue
Your City, Your State, ZIP

Received from:
Shelby Pickens
$5,500.00

College Books
3710 Baldwin Avenue
Your City, State, ZIP

Receipt:
3 Textbooks: $750.00
Parking Sticker: $120.00

Payment for books is also on the college website.

Invoice #05684

Baldwin University

3700 Baldwin Avenue

Date	To	Ship To
August 12, 2022	**Shelby Pickens** 5 Pebble Lane	Same as recipient

Quantity	Description	Unit Price	Total
	Online Textbook Fee	$100	$100
		Subtotal	$100
		Sales Tax	
		Shipping & Handling	
		Total	**$100**

Thank you for your business!

Basic Scenario 7: Test Questions

14. Jeff and Claire's standard deduction amount is $27,300.

    a. True

    b. False

15. Jeff and Claire's total qualified education expenses used to calculate the American Opportunity Credit is $ ________________.

16. Jeff and Claire Pickens can claim the Credit for Other Dependents.

    a. True

    b. False

17. What is the total amount of the Pickens's federal income tax withholding.

    a. $4,630

    b. $7,000

    c. $8,200

    d. $8,530

18. The taxable amount of Jeff's Social Security is $12,000.00.

    a. True

    b. False

19. Which of the following statements are true?

    a. Qualified dividends are part of the total ordinary dividends.

    b. Qualified dividends qualify for lower, long-term capital gains tax rates.

    c. Qualified dividends are reported on Form 1099-DIV.

    d. All of the above.

Basic Scenario 8: Morgan Calhoun

Directions

Using the tax software, complete the tax return, including Form 1040 and all appropriate forms, schedules, or worksheets. Answer the questions following the scenario.

When entering Social Security numbers (SSNs) or Employer Identification Numbers (EINs), replace the Xs as directed, or with any four digits of your choice.

Interview Notes

- Morgan is single and 46 years old.
- Morgan has two children. Leah, age 18, has a job and earned wages of $4,900. Dale, age 25 is totally and permanently disabled and received Social Security benefits of $4,500. Both children lived with her all year.
- Morgan paid all the cost of keeping up the home and more than half the support for her children.
- Morgan received disability pension benefits, but she has not reached the minimum retirement age of her employer's plan.
- She does not have enough expenses to itemize for the 2022 tax year.
- Morgan, Leah, and Dale are U.S. citizens and have valid Social Security numbers. They all lived in the United States for the entire year.
- If she has any balance due or refund, she would like to use Adelphia Bank and Trust. Morgan provided a voided check.

Form **13614-C** (October 2022)

Department of the Treasury - Internal Revenue Service

Intake/Interview & Quality Review Sheet

OMB Number 1545-1964

You will need:
- **Tax Information such as Forms W-2, 1099, 1098, 1095.**
- **Social security cards or ITIN letters for all persons on your tax return.**
- **Picture ID (such as valid driver's license) for you and your spouse.**

- **Please complete pages 1-4 of this form.**
- **You are responsible for the information on your return. Please provide complete and accurate information.**
- **If you have questions, please ask the IRS-certified volunteer preparer.**

Volunteers are trained to provide high quality service and uphold the highest ethical standards.
To report unethical behavior to the IRS, email us at wi.voltax@irs.gov

Part I – Your Personal Information (If you are filing a joint return, enter your names in the same order as last year's return)

1. Your first name: MORGAN | M.I.: | Last name: CALHOUN | Best contact number: YOUR PHONE NUMBER | Are you a U.S. citizen? ☒ Yes ☐ No

2. Your spouse's first name: | M.I.: | Last name: | Best contact number: | Is your spouse a U.S. citizen? ☐ Yes ☐ No

3. Mailing address: 320 MAIN STREET | Apt #: | City: YOUR CITY | State: YS | ZIP code: YOUR ZIP

4. Your Date of Birth: 08/23/1976 | 5. Your job title: RETIRED | 6. Last year, were you: a. Full-time student ☐ Yes ☒ No; b. Totally and permanently disabled ☐ Yes ☒ No; c. Legally blind ☐ Yes ☒ No

7. Your spouse's Date of Birth: | 8. Your spouse's job title: | 9. Last year, was your spouse: a. Full-time student ☐ Yes ☐ No; b. Totally and permanently disabled ☐ Yes ☐ No; c. Legally blind ☐ Yes ☐ No

10. Can anyone claim you or your spouse as a dependent? ☐ Yes ☒ No ☐ Unsure

11. Have you, your spouse, or dependents been a victim of tax related identity theft or been issued an Identity Protection PIN? ☐ Yes ☒ No

12. Provide an email address (optional) (this email address will not be used for contacts from the Internal Revenue Service)

Part II – Marital Status and Household Information

1. As of December 31, 2022, what was your marital status?
- ☒ Never Married (This includes registered domestic partnerships, civil unions, or other formal relationships under state law)
- ☐ Married
  - a. If Yes, Did you get married in 2022? ☐ Yes ☐ No
  - b. Did you live with your spouse during any part of the last six months of 2022? ☐ Yes ☐ No
- ☐ Divorced — Date of final decree ________
- ☐ Legally Separated — Date of separate maintenance decree ________
- ☐ Widowed — Year of spouse's death ________

2. List the names below of:
- **everyone** who lived with you last year (other than your spouse)
- **anyone** you supported but did not live with you last year

If additional space is needed check here ☐ and list on page 3

Name (first, last) Do not enter your name or spouse's name below (a)	Date of Birth (mm/dd/yy) (b)	Relationship to you (for example: son, daughter, parent, none, etc) (c)	Number of months lived in your home last year (d)	US Citizen (yes/no) (e)	Resident of US, Canada, or Mexico last year (yes/no) (f)	Single or Married as of 12/31/22 (S/M) (g)	Full-time Student last year (yes/no) (h)	Totally and Permanently Disabled (yes/no) (i)	To be completed by a Certified Volunteer Preparer: Is this person a qualifying child/relative of any other person? (yes/no)	Did this person provide more than 50% of his/her own support? (yes,no,n/a)	Did this person have less than $4,400 of income? (yes,no,n/a)	Did the taxpayer(s) provide more than 50% of support for this person? (yes/no/n/a)	Did the taxpayer(s) pay more than half the cost of maintaining a home for this person? (yes/no)
LEAH CALHOUN	5/9/2004	DAUGH	12	YES	YES	S	NO	NO	NO	NO	NO	YES	YES
DALE CALHOUN	7/31/1997	SON	12	YES	YES	S	NO	YES	NO	NO	YES	YES	YES

Catalog Number 52121E www.irs.gov Form **13614-C** (Rev. 10-2022)

Check appropriate box for each question in each section

Yes	No	Unsure	Part III – Income – Last Year, Did You (or Your Spouse) Receive
☐	☒	☐	1. (B) Wages or Salary? (Form W-2) **If yes, how many jobs did you have last year?** 1
☐	☒	☐	2. (A) Tip Income?
☐	☒	☐	3. (B) Scholarships? (Forms W-2, 1098-T)
☐	☒	☐	4. (B) Interest/Dividends from: checking/savings accounts, bonds, CDs, brokerage? (Forms 1099-INT, 1099-DIV)
☐	☒	☐	5. (B) Refund of state/local income taxes? (Form 1099-G)
☐	☒	☐	6. (B) Alimony income or separate maintenance payments?
☐	☒	☐	7. (A) Self-Employment income? (Forms 1099-MISC, 1099-NEC, 1099-K, cash, digital assets, or other property or services)
☐	☒	☐	8. (A) Cash/check/digital assets, or other property or services for any work performed not reported on Forms W-2 or 1099?
☐	☒	☐	9. (A) Income (or loss) from the sale or exchange of stocks, bonds, digital assets or real estate? (including your home) (Forms 1099-S, 1099-B)
☒	☐	☐	10. (B) Disability income? (such as payments from insurance, or workers compensation) (Forms 1099-R, W-2)
☒	☐	☐	11. (A) Retirement income or payments from pensions, annuities, and or IRA? (Form 1099-R)
☐	☒	☐	12. (B) Unemployment Compensation? (Form 1099-G)
☐	☒	☐	13. (B) Social Security or Railroad Retirement Benefits? (Forms SSA-1099, RRB-1099)
☐	☒	☐	14. (M) Income (or loss) from rental property?
☐	☒	☐	15. (B) Other income? (gambling, lottery, prizes, awards, jury duty, digital assets, Sch K-1, royalties, foreign income, etc.)

Yes	No	Unsure	Part IV – Expenses – Last Year, Did You (or Your Spouse) Pay
☐	☒	☐	1. (B) Alimony or separate maintenance payments? If yes, do you have the recipient's SSN? ☐ Yes ☐ No
☐	☒	☐	2. Contributions or repayments to a retirement account? ☐ IRA (A) ☐ Roth IRA (B) ☐ 401K (B) ☐ Other
☐	☒	☐	3. (B) College or post secondary educational expenses for yourself, spouse or dependents? (Form 1098-T)
☐	☒	☐	4. Any of the following? ☐ (A) Medical & Dental (including insurance premiums) ☐ (A) Mortgage Interest (Form 1098) ☐ (A) Taxes (State, Real Estate, Personal Property, Sales) ☐ (B) Charitable Contributions
☐	☒	☐	5. (B) Child or dependent care expenses such as daycare?
☐	☒	☐	6. (B) For supplies used as an eligible educator such as a teacher, teacher's aide, counselor, etc.?
☐	☒	☐	7. (A) Expenses related to self-employment income or any other income you received?
☐	☒	☐	8. (B) Student loan interest? (Form 1098-E)

Yes	No	Unsure	Part V – Life Events – Last Year, Did You (or Your Spouse)
☐	☒	☐	1. (A) Have a Health Savings Account? (Forms 5498-SA, 1099-SA, W-2 with code W in box 12)
☐	☒	☐	2. (A) Have credit card, student loan or mortgage debt cancelled/forgiven by a lender or have a home foreclosure? (Forms 1099-C, 1099-A)
☐	☒	☐	3. (A) Adopt a child?
☐	☒	☐	4. (B) Have Earned Income Credit, Child Tax Credit or American Opportunity Credit disallowed in a prior year? If yes, for which tax year?
☐	☒	☐	5. (A) Purchase and install energy-efficient home items? (such as windows, furnace, insulation, etc.)
☐	☒	☐	6. (A) Receive the First Time Homebuyers Credit in 2008?
☐	☒	☐	7. (B) Make estimated tax payments or apply last year's refund to this year's tax? If so how much?
☐	☒	☐	8. (A) File a federal return last year containing a "capital loss carryover" on Form 1040 Schedule D?
☐	☒	☐	9. (A) Have health coverage through the Marketplace (Exchange)? [Provide Form 1095-A]

Additional Information and Questions Related to the Preparation of Your Return

1. Would you like to receive written communications from the IRS in a language other than English? ☐ Yes ☒ No If yes, which language? ______
2. Presidential Election Campaign Fund (If you check a box, your tax or refund will not change)
   Check here if you, or your spouse if filing jointly, want $3 to go to this fund ☒ You ☐ Spouse
3. If you are due a refund, would you like:
   a. Direct deposit ☒ Yes ☐ No
   b. To purchase U.S. Savings Bonds ☐ Yes ☒ No
   c. To split your refund between different accounts ☐ Yes ☒ No
4. If you have a balance due, would you like to make a payment directly from your bank account? ☐ Yes ☒ No
5. Did you live in an area that was declared a Federal disaster area? ☐ Yes ☒ No If yes, where? ______
6. Did you, or your spouse if filing jointly, receive a letter from the IRS? ☐ Yes ☒ No
7. Would you like information on how to vote and/or how to register to vote? ☐ Yes ☒ No

Many free tax preparation sites operate by receiving grant money or other federal financial assistance. The data from the following questions may be used by this site to apply for these grants or to support continued receipt of financial funding. Your answer will be used only for statistical purposes. These questions are optional.

8. Would you say you can carry on a conversation in English, both understanding & speaking? ☒ Very well ☐ Well ☐ Not well ☐ Not at all ☐ Prefer not to answer
9. Would you say you can read a newspaper or book in English? ☒ Very well ☐ Well ☐ Not well ☐ Not at all ☐ Prefer not to answer
10. Do you or any member of your household have a disability? ☒ Yes ☐ No ☐ Prefer not to answer
11. Are you or your spouse a Veteran from the U.S. Armed Forces? ☐ Yes ☒ No ☐ Prefer not to answer
12. Your race?
    ☐ American Indian or Alaska Native ☐ Asian ☐ Black or African American ☐ Native Hawaiian or other Pacific Islander ☐ White ☒ Prefer not to answer
13. Your spouse's race?
    ☐ American Indian or Alaska Native ☐ Asian ☐ Black or African American ☐ Native Hawaiian or other Pacific Islander ☐ White ☐ Prefer not to answer
    ☒ No spouse
14. Your ethnicity? ☐ Hispanic or Latino ☐ Not Hispanic or Latino ☒ Prefer not to answer
15. Your spouse's ethnicity? ☐ Hispanic or Latino ☐ Not Hispanic or Latino ☐ Prefer not to answer ☒ No spouse

Additional comments

Privacy Act and Paperwork Reduction Act Notice

The Privacy Act of 1974 requires that when we ask for information we tell you our legal right to ask for the information, why we are asking for it, and how it will be used. We must also tell you what could happen if we do not receive it, and whether your response is voluntary, required to obtain a benefit, or mandatory. Our legal right to ask for information is 5 U.S.C. 301. We are asking for this information to assist us in contacting you relative to your interest and/or participation in the IRS volunteer income tax preparation and outreach programs. The information you provide may be furnished to others who coordinate activities and staffing at volunteer return preparation sites or outreach activities. The information may also be used to establish effective controls, send correspondence and recognize volunteers. Your response is voluntary. However, if you do not provide the requested information, the IRS may not be able to use your assistance in these programs. The Paperwork Reduction Act requires that the IRS display an OMB control number on all public information requests. The OMB Control Number for this study is 1545-1964. Also, if you have any comments regarding the time estimates associated with this study or suggestion on making this process simpler, please write to the Internal Revenue Service, Tax Products Coordinating Committee, SE:W:CAR:MP:T:T:SP, 1111 Constitution Ave. NW, Washington, DC 20224

Form 1099-R & Voided Check

☐ CORRECTED (if checked)

PAYER'S name, street address, city or town, state or province, country, ZIP or foreign postal code, and telephone no. **WINSTON CORPORATION** **1800 SPRING STREET** **YOUR CITY, YOUR STATE, ZIP**	**1** Gross distribution $ **$42,000.00** **2a** Taxable amount $ **$42,000.00**	OMB No. 1545-0119 **2022** Form **1099-R**	**Distributions From Pensions, Annuities, Retirement or Profit-Sharing Plans, IRAs, Insurance Contracts, etc.**
	2b Taxable amount not determined ☐	Total distribution ☐	**Copy B**
PAYER'S TIN: **56-7XXXXXX** / RECIPIENT'S TIN: **131-00-XXXX**	**3** Capital gain (included in box 2a) $	**4** Federal income tax withheld $ **$1,000.00**	**Report this income on your federal tax return. If this form shows federal income tax withheld in box 4, attach this copy to your return.**
RECIPIENT'S name **MORGAN CALHOUN**	**5** Employee contributions/ Designated Roth contributions or insurance premiums $	**6** Net unrealized appreciation in employer's securities $	
Street address (including apt. no.) **320 MAIN STREET**	**7** Distribution code(s): **3** / IRA/ SEP/ SIMPLE ☐	**8** Other $ %	This information is being furnished to the IRS.
City or town, state or province, country, and ZIP or foreign postal code **YOUR CITY, YOUR STATE, ZIP**	**9a** Your percentage of total distribution %	**9b** Total employee contributions $	

10 Amount allocable to IRR within 5 years $	**11** 1st year of desig. Roth contrib.	**12** FATCA filing requirement ☐	**14** State tax withheld $ $	**15** State/Payer's state no.	**16** State distribution $ $
Account number (see instructions)		**13** Date of payment	**17** Local tax withheld $ $	**18** Name of locality	**19** Local distribution $ $

Form **1099-R** www.irs.gov/Form1099R Department of the Treasury - Internal Revenue Service

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Morgan Calhoun
320 Main Street
YOUR CITY, STATE, ZIP

1234

20

PAY TO THE
ORDER OF $

DOLLARS

VOID

Adelphia Bank and Trust
Anytown, State 00000

For

:111000025 : 123456789 1234

Basic Scenario 8: Test Questions

20. Morgan's disability pension is reported as earned income on her tax return.

a. True
b. False

21. What is the most advantageous filing status Morgan can take?

a. Single
b. Married Filing Separately
c. Head of Household
d. Qualifying Surviving Spouse (QSS)

22. Which child qualifies Morgan for EITC?

a. Leah
b. Dale
c. Both Leah and Dale
d. Neither Leah nor Dale.

23. Morgan cannot claim Dale as a dependent because he is over age 18.

a. True
b. False

24. Morgan anticipates a balance due for next year. What actions should she take to prevent having a balance due.

a. Morgan should use the IRS Tax Withholding Estimator and adjust her withholding.
b. Morgan should decrease the amount of withholding on her form W-4P for next year.
c. Morgan should ask her brother who is taking an accounting class how to avoid having a balance due.
d. Morgan should **not** do anything to prevent having a balance due next year.

Basic Scenario 9: Monica Montgomery

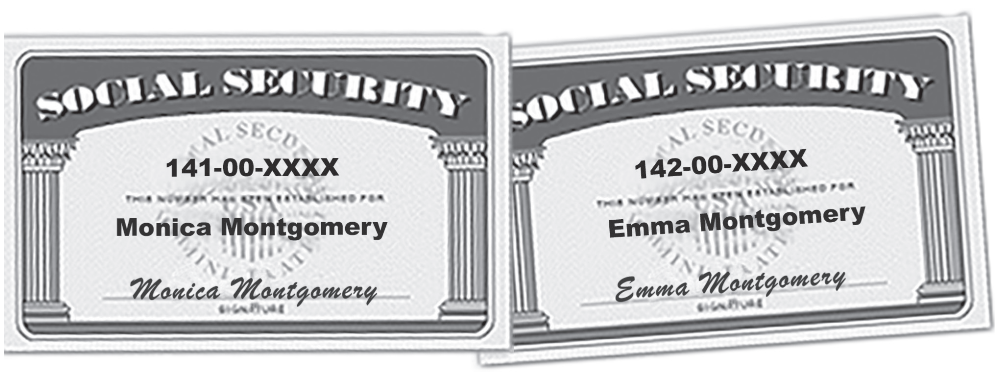
Directions

Using the tax software, complete the tax return, including Form 1040 and all appropriate forms, schedules, or worksheets. Answer the questions following the scenario.

When entering Social Security numbers (SSNs) or Employer Identification Numbers (EINs), replace the Xs as directed, or with any four digits of your choice.

Interview Notes

- Monica is 31 years old and married to Mike. Mike passed away on February 2, 2021. Monica has not remarried.
- Monica's eight-year-old daughter, Emma, lived with her the entire year.
- Monica paid more than half the cost of keeping up a home and support for Emma.
- Monica received a distribution from her traditional IRA in January to pay for living expenses.
- Monica was a full-time high school teacher and earned $42,000 in wages. Monica purchased supplies including masks and hand sanitizer for her class out of her own pocket totaling $450.
- Monica received a W-2G in the amount of $10,000 from the local casino.
- Monica paid child and dependent care expenses for Emma while she worked.
- Monica and Emma are U.S. citizens and have valid Social Security numbers. They lived in the United States for the entire year.
- If Monica is entitled to a refund, she would like to deposit half into her checking account and half into her savings account. Documents from Adelphi Bank and Trust show that the routing number for both accounts is 111000025. Her savings account number is 224466880.



Form **13614-C** (October 2022)

Department of the Treasury - Internal Revenue Service

Intake/Interview & Quality Review Sheet

OMB Number 1545-1964

You will need:
- **Tax Information such as Forms W-2, 1099, 1098, 1095.**
- **Social security cards or ITIN letters for all persons on your tax return.**
- **Picture ID (such as valid driver's license) for you and your spouse.**

- **Please complete pages 1-4 of this form.**
- **You are responsible for the information on your return. Please provide complete and accurate information.**
- **If you have questions, please ask the IRS-certified volunteer preparer.**

Volunteers are trained to provide high quality service and uphold the highest ethical standards.
To report unethical behavior to the IRS, email us at wi.voltax@irs.gov

Part I – Your Personal Information (If you are filing a joint return, enter your names in the same order as last year's return)

1. Your first name MONICA	M.I.	Last name MONTGOMERY	Best contact number YOUR PHONE NUMBER	Are you a U.S. citizen? ☒ Yes ☐ No
2. Your spouse's first name	M.I.	Last name	Best contact number YOUR PHONE NUMBER	Is your spouse a U.S. citizen? ☐ Yes ☐ No

3. Mailing address 178 PACKER DRIVE	Apt #	City YOUR CITY	State YS	ZIP code YOUR ZIP

4. Your Date of Birth: 02/14/1991
5. Your job title: ADMINISTRATIVE ASSISTANT
6. Last year, were you: a. Full-time student ☐ Yes ☒ No; b. Totally and permanently disabled ☐ Yes ☒ No; c. Legally blind ☐ Yes ☒ No
7. Your spouse's Date of Birth
8. Your spouse's job title
9. Last year, was your spouse: a. Full-time student ☐ Yes ☐ No; b. Totally and permanently disabled ☐ Yes ☐ No; c. Legally blind ☐ Yes ☐ No
10. Can anyone claim you or your spouse as a dependent? ☐ Yes ☒ No ☐ Unsure
11. Have you, your spouse, or dependents been a victim of tax related identity theft or been issued an Identity Protection PIN? ☐ Yes ☒ No
12. Provide an email address (optional) (this email address will not be used for contacts from the Internal Revenue Service)

Part II – Marital Status and Household Information

1. As of December 31, 2022, what was your marital status?
- ☐ Never Married
- ☐ Married (This includes registered domestic partnerships, civil unions, or other formal relationships under state law)
  - a. If Yes, Did you get married in 2022? ☐ Yes ☐ No
  - b. Did you live with your spouse during any part of the last six months of 2022? ☐ Yes ☐ No
- ☐ Divorced — Date of final decree
- ☐ Legally Separated — Date of separate maintenance decree
- ☒ Widowed — Year of spouse's death 02/02/2021

2. List the names below of:
- **everyone** who lived with you last year (other than your spouse)
- **anyone** you supported but did not live with you last year

If additional space is needed check here ☐ and list on page 3

Name (first, last) Do not enter your name or spouse's name below (a)	Date of Birth (mm/dd/yy) (b)	Relationship to you (for example: son, daughter, parent, none, etc) (c)	Number of months lived in your home last year (d)	US Citizen (yes/no) (e)	Resident of US, Canada, or Mexico last year (yes/no) (f)	Single or Married as of 12/31/22 (S/M) (g)	Full-time Student last year (yes/no) (h)	Totally and Permanently Disabled (yes/no) (i)	To be completed by a Certified Volunteer Preparer: Is this person a qualifying child/relative of any other person? (yes/no)	Did this person provide more than 50% of his/ her own support? (yes,no,n/a)	Did this person have less than $4,400 of income? (yes,no,n/a)	Did the taxpayer(s) provide more than 50% of support for this person? (yes/no/n/a)	Did the taxpayer(s) pay more than half the cost of maintaining a home for this person? (yes/no)
EMMA MONTGOMERY	01/21/2014	DAUGH	12	YES	YES	S	YES	NO	NO	NO	YES	YES	YES

Check appropriate box for each question in each section

Yes	No	Unsure	Part III – Income – Last Year, Did You (or Your Spouse) Receive
☒	☐	☐	1. (B) Wages or Salary? (Form W-2) **If yes, how many jobs did you have last year?** 1
☐	☒	☐	2. (A) Tip Income?
☐	☒	☐	3. (B) Scholarships? (Forms W-2, 1098-T)
☐	☒	☐	4. (B) Interest/Dividends from: checking/savings accounts, bonds, CDs, brokerage? (Forms 1099-INT, 1099-DIV)
☐	☒	☐	5. (B) Refund of state/local income taxes? (Form 1099-G)
☐	☒	☐	6. (B) Alimony income or separate maintenance payments?
☐	☒	☐	7. (A) Self-Employment income? (Forms 1099-MISC, 1099-NEC, 1099-K, cash, digital assets, or other property or services)
☐	☒	☐	8. (A) Cash/check/digital assets, or other property or services for any work performed not reported on Forms W-2 or 1099?
☐	☒	☐	9. (A) Income (or loss) from the sale or exchange of stocks, bonds, digital assets or real estate? (including your home) (Forms 1099-S, 1099-B)
☐	☒	☐	10. (B) Disability income? (such as payments from insurance, or workers compensation) (Forms 1099-R, W-2)
☒	☐	☐	11. (A) Retirement income or payments from pensions, annuities, and or IRA? (Form 1099-R)
☐	☒	☐	12. (B) Unemployment Compensation? (Form 1099-G)
☒	☐	☐	13. (B) Social Security or Railroad Retirement Benefits? (Forms SSA-1099, RRB-1099)
☐	☒	☐	14. (M) Income (or loss) from rental property?
☒	☐	☐	15. (B) Other income? (gambling, lottery, prizes, awards, jury duty, digital assets, Sch K-1, royalties, foreign income, etc.)

Yes	No	Unsure	Part IV – Expenses – Last Year, Did You (or Your Spouse) Pay
☐	☒	☐	1. (B) Alimony or separate maintenance payments? If yes, do you have the recipient's SSN? ☐ Yes ☐ No
☐	☒	☐	2. Contributions or repayments to a retirement account? ☐ IRA (A) ☐ Roth IRA (B) ☐ 401K (B) ☐ Other
☐	☒	☐	3. (B) College or post secondary educational expenses for yourself, spouse or dependents? (Form 1098-T)
☐	☒	☐	4. Any of the following? ☐ (A) Medical & Dental (including insurance premiums) ☐ (A) Mortgage Interest (Form 1098) ☐ (A) Taxes (State, Real Estate, Personal Property, Sales) ☐ (B) Charitable Contributions
☒	☐	☐	5. (B) Child or dependent care expenses such as daycare?
☒	☐	☐	6. (B) For supplies used as an eligible educator such as a teacher, teacher's aide, counselor, etc.?
☐	☒	☐	7. (A) Expenses related to self-employment income or any other income you received?
☒	☐	☐	8. (B) Student loan interest? (Form 1098-E)

Yes	No	Unsure	Part V – Life Events – Last Year, Did You (or Your Spouse)
☐	☒	☐	1. (A) Have a Health Savings Account? (Forms 5498-SA, 1099-SA, W-2 with code W in box 12)
☐	☒	☐	2. (A) Have credit card, student loan or mortgage debt cancelled/forgiven by a lender or have a home foreclosure? (Forms 1099-C, 1099-A)
☐	☒	☐	3. (A) Adopt a child?
☐	☒	☐	4. (B) Have Earned Income Credit, Child Tax Credit or American Opportunity Credit disallowed in a prior year? If yes, for which tax year?
☐	☒	☐	5. (A) Purchase and install energy-efficient home items? (such as windows, furnace, insulation, etc.)
☐	☒	☐	6. (A) Receive the First Time Homebuyers Credit in 2008?
☐	☒	☐	7. (B) Make estimated tax payments or apply last year's refund to this year's tax? If so how much?
☐	☒	☐	8. (A) File a federal return last year containing a "capital loss carryover" on Form 1040 Schedule D?
☐	☒	☐	9. (A) Have health coverage through the Marketplace (Exchange)? [Provide Form 1095-A]

Additional Information and Questions Related to the Preparation of Your Return

1. Would you like to receive written communications from the IRS in a language other than English? ☐ Yes ☒ No If yes, which language? ____________

2. Presidential Election Campaign Fund (If you check a box, your tax or refund will not change)
   Check here if you, or your spouse if filing jointly, want $3 to go to this fund ☒ You ☐ Spouse

3. If you are due a refund, would you like:
   a. Direct deposit ☒ Yes ☐ No
   b. To purchase U.S. Savings Bonds ☐ Yes ☒ No
   c. To split your refund between different accounts ☒ Yes ☐ No

4. If you have a balance due, would you like to make a payment directly from your bank account? ☐ Yes ☒ No

5. Did you live in an area that was declared a Federal disaster area? ☐ Yes ☒ No If yes, where? ____________

6. Did you, or your spouse if filing jointly, receive a letter from the IRS? ☐ Yes ☒ No

7. Would you like information on how to vote and/or how to register to vote? ☐ Yes ☒ No

Many free tax preparation sites operate by receiving grant money or other federal financial assistance. The data from the following questions may be used by this site to apply for these grants or to support continued receipt of financial funding. Your answer will be used only for statistical purposes. These questions are optional.

8. Would you say you can carry on a conversation in English, both understanding & speaking? ☒ Very well ☐ Well ☐ Not well ☐ Not at all ☐ Prefer not to answer

9. Would you say you can read a newspaper or book in English? ☒ Very well ☐ Well ☐ Not well ☐ Not at all ☐ Prefer not to answer

10. Do you or any member of your household have a disability? ☐ Yes ☒ No ☐ Prefer not to answer

11. Are you or your spouse a Veteran from the U.S. Armed Forces? ☐ Yes ☒ No ☐ Prefer not to answer

12. Your race?
☐ American Indian or Alaska Native ☐ Asian ☐ Black or African American ☐ Native Hawaiian or other Pacific Islander ☐ White ☒ Prefer not to answer

13. Your spouse's race?
☐ American Indian or Alaska Native ☐ Asian ☐ Black or African American ☐ Native Hawaiian or other Pacific Islander ☐ White ☐ Prefer not to answer
☒ No spouse

14. Your ethnicity? ☐ Hispanic or Latino ☐ Not Hispanic or Latino ☒ Prefer not to answer

15. Your spouse's ethnicity? ☐ Hispanic or Latino ☐ Not Hispanic or Latino ☐ Prefer not to answer ☒ No spouse

Additional comments

Privacy Act and Paperwork Reduction Act Notice

The Privacy Act of 1974 requires that when we ask for information we tell you our legal right to ask for the information, why we are asking for it, and how it will be used. We must also tell you what could happen if we do not receive it, and whether your response is voluntary, required to obtain a benefit, or mandatory. Our legal right to ask for information is 5 U.S.C. 301. We are asking for this information to assist us in contacting you relative to your interest and/or participation in the IRS volunteer income tax preparation and outreach programs. The information you provide may be furnished to others who coordinate activities and staffing at volunteer return preparation sites or outreach activities. The information may also be used to establish effective controls, send correspondence and recognize volunteers. Your response is voluntary. However, if you do not provide the requested information, the IRS may not be able to use your assistance in these programs. The Paperwork Reduction Act requires that the IRS display an OMB control number on all public information requests. The OMB Control Number for this study is 1545-1964. Also, if you have any comments regarding the time estimates associated with this study or suggestion on making this process simpler, please write to the Internal Revenue Service, Tax Products Coordinating Committee, SE:W:CAR:MP:T:T:SP, 1111 Constitution Ave. NW, Washington, DC 20224

a Employee's social security number	141-00-XXXX
OMB No. 1545-0008	Safe, accurate, FAST! Use IRS e-file. Visit the IRS website at www.irs.gov/efile
b Employer identification number (EIN)	38-5XXXXXX
c Employer's name, address, and ZIP code	WILCOX SCHOOL DISTRICT 1200 MAIDEN LANE YOUR CITY, YOUR STATE, ZIP
d Control number	
e Employee's first name and initial / Last name / Suff.	MONICA MONTGOMERY 178 PACKER DRIVE YOUR CITY, YOUR STATE, ZIP
f Employee's address and ZIP code	
1 Wages, tips, other compensation	$42,000.00
2 Federal income tax withheld	$2,604.00
3 Social security wages	$42,000.00
4 Social security tax withheld	$2,604.00
5 Medicare wages and tips	$42,000.00
6 Medicare tax withheld	$609.00
7 Social security tips	
8 Allocated tips	
9	
10 Dependent care benefits	
11 Nonqualified plans	
12a See instructions for box 12 (Code)	
12b (Code)	
12c (Code)	
12d (Code)	
13 Statutory employee / Retirement plan / Third-party sick pay	Retirement plan: X
14 Other	

15 State	Employer's state ID number	16 State wages, tips, etc.	17 State income tax	18 Local wages, tips, etc.	19 Local income tax	20 Locality name
YS	38-5XXXXXX	$42,000.00	$900.00			

Form **W-2** **Wage and Tax Statement** **2022**

Department of the Treasury—Internal Revenue Service

Copy B—To Be Filed With Employee's FEDERAL Tax Return.
This information is being furnished to the Internal Revenue Service.

☐ CORRECTED (if checked)

OMB No. 1545-0238

Form W-2G
Certain Gambling Winnings
(Rev. January 2021)
For calendar year 20 22

PAYER'S name, street address, city or town, province or state, country, and ZIP or foreign postal code	MOUNTAINTOP CASINO 777 CREST ROAD YOUR CITY, YOUR STATE, ZIP
PAYER'S federal identification number	38-6XXXXXX
PAYER'S telephone number	
WINNER'S name	MONICA MONTGOMERY
Street address (including apt. no.)	178 PACKER DRIVE
City or town, province or state, country, and ZIP or foreign postal code	YOUR CITY, YOUR STATE, ZIP
1 Reportable winnings	$ $10,000.00
2 Date won	3/16/2022
3 Type of wager	Slots
4 Federal income tax withheld	$ $2,400.00
5 Transaction	
6 Race	
7 Winnings from identical wagers	$
8 Cashier	TM
9 Winner's taxpayer identification no.	141-00-XXXX
10 Window	
11 First identification	YS987654
12 Second identification	YS 31600XXX
13 State/Payer's state identification no.	
14 State winnings	$
15 State income tax withheld	$
16 Local winnings	$
17 Local income tax withheld	$
18 Name of locality	

This information is being furnished to the Internal Revenue Service.

Copy B
Report this income on your federal tax return. If this form shows federal income tax withheld in box 4, attach this copy to your return.

Under penalties of perjury, I declare that, to the best of my knowledge and belief, the name, address, and taxpayer identification number that I have furnished correctly identify me as the recipient of this payment and any payments from identical wagers, and that no other person is entitled to any part of these payments.

Signature ▶ **Date ▶**

Form **W-2G** (Rev. 1-2022) www.irs.gov/FormW2G Department of the Treasury - Internal Revenue Service

☐ CORRECTED (if checked)

PAYER'S name, street address, city or town, state or province, country, ZIP or foreign postal code, and telephone no. HOUSTON STATE BANK 1200 MAIDEN LANE YOUR CITY, YOUR STATE, ZIP	**1** Gross distribution $ $6,000.00 **2a** Taxable amount $ $6,000.00	OMB No. 1545-0119 2022 Form **1099-R**	**Distributions From Pensions, Annuities, Retirement or Profit-Sharing Plans, IRAs, Insurance Contracts, etc.**
	2b Taxable amount not determined ☐	Total distribution ☐	**Copy B**
PAYER'S TIN: 38-2XXXXXX / RECIPIENT'S TIN: 141-00-XXXX	**3** Capital gain (included in box 2a) $	**4** Federal income tax withheld $ $1,200.00	**Report this income on your federal tax return. If this form shows federal income tax withheld in box 4, attach this copy to your return.**
RECIPIENT'S name MONICA MONTGOMERY	**5** Employee contributions/ Designated Roth contributions or insurance premiums $	**6** Net unrealized appreciation in employer's securities $	
Street address (including apt. no.) 178 PACKER DRIVE	**7** Distribution code(s): 1 / IRA/SEP/SIMPLE ☑	**8** Other $ %	This information is being furnished to the IRS.
City or town, state or province, country, and ZIP or foreign postal code YOUR CITY, YOUR STATE, ZIP	**9a** Your percentage of total distribution %	**9b** Total employee contributions $	
10 Amount allocable to IRR within 5 years $ / **11** 1st year of desig. Roth contrib. / **12** FATCA filing requirement ☐	**14** State tax withheld $ $	**15** State/Payer's state no.	**16** State distribution $ $
Account number (see instructions) / **13** Date of payment	**17** Local tax withheld $ $	**18** Name of locality	**19** Local distribution $ $

Form **1099-R** www.irs.gov/Form1099R Department of the Treasury - Internal Revenue Service

☐ VOID ☐ CORRECTED

RECIPIENT'S/LENDER'S name, street address, city or town, state or province, country, ZIP or foreign postal code, and telephone number MAGGIE MAE 854 LINCOLN RD YOUR CITY, YOUR STATE, ZIP		OMB No. 1545-1576 2022 Form **1098-E**	**Student Loan Interest Statement**
RECIPIENT'S TIN: 20-7XXXXXX / BORROWER'S TIN: 141-00-XXXX	**1** Student loan interest received by lender $ $375.00		**Copy C** **For Recipient**
BORROWER'S name MONICA MONTGOMERY Street address (including apt. no.) 178 PACKER DRIVE City or town, state or province, country, and ZIP or foreign postal code YOUR CITY, YOUR STATE, ZIP			For Privacy Act and Paperwork Reduction Act Notice, see the **2022 General Instructions for Certain Information Returns.**
Account number (see instructions)	**2** Check if box 1 does **not** include loan origination fees and/or capitalized interest, and the loan was made before September 1, 2004 . . . . ☐		

Form **1098-E** www.irs.gov/Form1098E Department of the Treasury - Internal Revenue Service

Daycare Statement & Voided Check

Make A Way Daycare
303 Twiggs Trail
Your City, State Zip
(XXX) 555-5555

MAKE
A
WAY
DAYCARE

Date: December 31, 2022

Received From:
Monica Montgomery
178 Packer Drive

EIN: 38-5XXXXXX
Provider: Lynn Smith

Description	Price	Total
After-School Care for Emma Montgomery	$3,000	$3,000
Total Amount Received for 2022 Childcare		**$3,000**

Thank you for your business!

Monica Montgomery
178 Packer Dr
YOUR CITY, STATE, ZIP

1234

20

PAY TO THE
ORDER OF

$

DOLLARS

VOID

Adelphia Bank and Trust
Anytown, State 00000

For

:111000025 : 123456789 1234

25. Monica is required to report her gambling winnings on her return.

a. True
b. False

26. Monica's most advantageous filing status is:

a. Head of Household
b. Married Filing Jointly
c. Qualifying Surviving Spouse (QSS)
d. Married Filing Separately

27. Monica must pay an additional _______ tax on the early distribution from her IRA.

a. 0%
b. 5%
c. 10%
d. 15%

28. Monica qualifies for which of the following credits?

a. Child Tax Credit
b. Child and Dependent Care Credit
c. Both A and B
d. Neither A nor B

29. Monica wants to split the refund between her savings and checking accounts. How is this accomplished, if possible?

a. Splitting a refund is **not** possible.
b. Monica does **not** have an overpayment on her return.
c. This can only be accomplished if she electronically files her return.
d. Complete Form 8888, Allocation of Refund (Including Savings Bond Purchases).

30. What amount can Monica claim as an adjustment for the supplies she purchased out of pocket?_________.

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Basic Course Retest Questions

Directions

The first five scenarios do not require you to prepare a tax return. **Read the interview notes for each scenario carefully and use your training and resource materials to answer the questions after the scenarios.**

Basic Scenario 1: Tom Brown

Interview Notes

- Tom is 36 years old and has never been married.
- Frank, age 13, is Tom's nephew who lived with him all year. Tom provided all of his support and provided over half the cost of keeping up the home.
- Tom earned $44,000 in wages.
- Tom is blind and cannot be claimed as a dependent by another taxpayer.
- Tom and Frank are U.S. citizens, have valid Social Security numbers, and lived in the U.S. the entire year.

Basic Scenario 1: Retest Questions

1. Tom’s most advantageous filing status for 2022 is Single.

   a. True

   b. False

2. Tom is blind and can claim a standard deduction amount of:

   a. $12,950

   b. $19,400

   c. $21,150

   d. $25,900

Basic Scenario 2: Lewis and Oneida Monroe

Interview Notes

- Lewis, age 26, and Oneida, age 25, are married and will file a joint return.
- They cannot be claimed as dependents by another taxpayer.
- Lewis and Oneida have no children or other dependents.
- Both work and neither are full-time students. Lewis earned wages of $15,400 and Oneida earned wages of $5,600.
- Lewis and Oneida are U.S. citizens and have valid Social Security numbers.
- Lewis and Oneida have investment income of $5,000.

Basic Scenario 2: Retest Questions

3. Lewis and Oneida are eligible to claim the Earned Income Tax Credit (EITC) without a qualifying child.

   a. True

   b. False

4. The maximum amount of investment income that Lewis and Oneida can have to qualify for the Earned Income Tax Credit is $ ____________.

Basic Scenario 3: Sebastian and Ashley Miller

Interview Notes

- Sebastian and Ashley Miller are married and always file Married Filing Jointly.
- Sebastian earned $32,000 in wages and Tina earned $24,000 in wages.
- The Millers paid all the cost of keeping up a home and provided all the support for their two children, Laura and Timothy, who lived with them all year.
- Laura is 14 years old and Timothy turned 17 in November 2022.
- Sebastian and Tina did not have enough deductions to itemize, but contributed $1,500 in 2022 to their church, a qualified charitable organization.
- Sebastian, Ashley, Laura, and Timothy are all U.S. citizens with valid Social Security numbers and lived in the U.S. the entire year.

Basic Scenario 3: Retest Questions

5. The Millers do **not** qualify for the Child Tax Credit (CTC).

   a. True

   b. False

6. What amount can Sebastian and Ashley deduct as a charitable contribution?

   a. $0

   b. $600

   c. $1,200

   d. $1,500

Basic Scenario 4: Clay and Marian Washington

Interview Notes

- Clay and Marian are married and will file a joint return.
- Marian is a U.S. citizen with a valid Social Security number. Clay is a resident alien with an Individual Taxpayer Identification Number (ITIN).
- Marian worked in 2022 and earned wages of $32,000. Clay worked part-time and earned wages of $18,000.
- The Washingtons have two children: Erin, age 12 and Jenny, age 18.
- The Washingtons provided the total support for their two children, who lived with them in the U.S. all year. Erin and Jenny are U.S. citizens and have valid Social Security numbers.

Basic Scenario 4: Retest Questions

7. Jenny qualifies the Washingtons for the Credit for Other Dependents.

   a. True

   b. False

8. The Washingtons do **not** qualify for the Earned Income Credit because Clay has an ITIN.

   a. True

   b. False

Basic Scenario 5: Isabela Rincon

Interview Notes

- Isabela is single and turned 72 years old on October 1, 2022.
- Isabela worked as a librarian at the local library and earned wages of $7,500. Isabela also received Social Security benefits of $16,000. She received a taxable pension of $13,000.
- She retired from her previous job on October 30, 2019. During her career she contributed pretax dollars to a qualified 401(k) retirement plan through her employer.
- Isabela cannot be claimed as a dependent by another taxpayer.
- Isabela is a U.S. citizen with a valid Social Security number.

Basic Scenario 5: Retest Questions

9. What credit(s) is Isabela eligible to claim?

a. Credit for the Elderly or the Disabled
b. Earned Income Tax Credit
c. Both the Credit for the Elderly or the Disabled and the Earned Income Tax Credit
d. Neither the Credit for the Elderly or the Disabled or the Earned Income Tax Credit

10. When must Isabela begin taking her required minimum distribution?

a. April 1 of the calendar year following the year she reaches age 70 1/2.
b. April 1 of the calendar year following the year she reaches age 72.
c. April 1 of the calendar year following the year she retired.
d. Never. Required minimum distributions only apply to Roth IRAs.

Basic Scenario 6: Leon Martin

Interview Notes

- Leon Martin is single and has never been married.
- Leon earned wages of $23,000 during the first half of the year. Leon lost his job in July and received a total of $9,000 in unemployment compensation.
- Leon is a barber and took a class at the community barber college to improve his barbering skills. He paid the cost of tuition and a course-related book. His qualified education expenses were $2,500.
- Leon also paid student loan interest for the courses he previously took to earn his Bachelor's degree. For 2022 he paid student loan interest of $550.
- Leon does not have any dependents.
- Leon is a U.S. citizen with a valid Social Security number.

Basic Scenario 6: Retest Questions

11. What is the taxable amount of Leon's unemployment compensation?

a. $0
b. $4,500
c. $9,000
d. $10,200

12. Leon is eligible to claim the Lifetime Learning Credit.

a. True
b. False

13. Leon can deduct $550 of student loan interest as an adjustment to his income.

a. True
b. False

Basic Scenario 7: Retest Questions

Directions

Read the scenario information for Jeff and Claire Pickens beginning on page 35.

14. Jeff and Claire's standard deduction is:

- **a.** $22,200
- **b.** $25,900
- **c.** $27,300
- **d.** $28,700

15. What is Jeff and Claire's total qualified education expenses used to calculate the American Opportunity Credit?

- **a.** $0
- **b.** $2,120
- **c.** $2,850
- **d.** $9,500

16. Shelby does not qualify Jeff and Claire to claim the Credit for Other Dependents.

- **a.** True
- **b.** False

17. The Pickens's total amount of federal income tax withholding for 2022 is $______________.

18. How much of Jeff's Social Security is taxable income?

- **a.** $0
- **b.** $6,000
- **c.** $10,200
- **d.** $12,000

19. Qualified dividends are not reported on Form 1099-DIV.

- **a.** True
- **b.** False

Basic Scenario 8: Retest Questions

Directions

Read the scenario information for Morgan Calhoun beginning on page 44.

20. Morgan's disability pension is reported as retirement income.

a. True

b. False

21. Morgan is eligible to claim Head of Household on her tax return.

a. True

b. False

22. Both Leah and Dale qualify Morgan for the Earned Income Tax Credit (EITC).

a. True

b. False

23. Who qualifies as Morgan's dependent?

a. Leah

b. Dale

c. Both Dale and Leah

d. Neither Dale nor Leah

24. Morgan can prevent having a balance due next year by using the Tax Withholding Estimator at IRS.gov and then adjust her withholding if necessary.

a. True

b. False

Basic Scenario 9: Retest Questions

Directions

Read the scenario information for Monica Montgomery beginning on page 50.

25. Monica must report __________ of her gambling winnings on her 2022 return.

    a. $0
    b. $5,000
    c. $7,000
    d. $10,000

26. Which of the following statements are true?

    a. Monica should file Single
    b. Monica should file Married Filing Jointly
    c. Monica should file Head of Household
    d. Monica should file Qualifying Surviving Spouse (QSS)

27. Monica is subject to the additional 10% tax on early distributions.

    a. True
    b. False

28. Monica is eligible to claim the Child Tax Credit.

    a. True
    b. False

29. Monica can split her refund between her savings and checking accounts by completing Form 8888, Allocation of Refund (Including Savings Bonds Purchases).

    a. True
    b. False

30. What amount can Monica claim as an adjustment to income for the supplies she purchased out of pocket?

    a. $0
    b. $250
    c. $300
    d. $450