

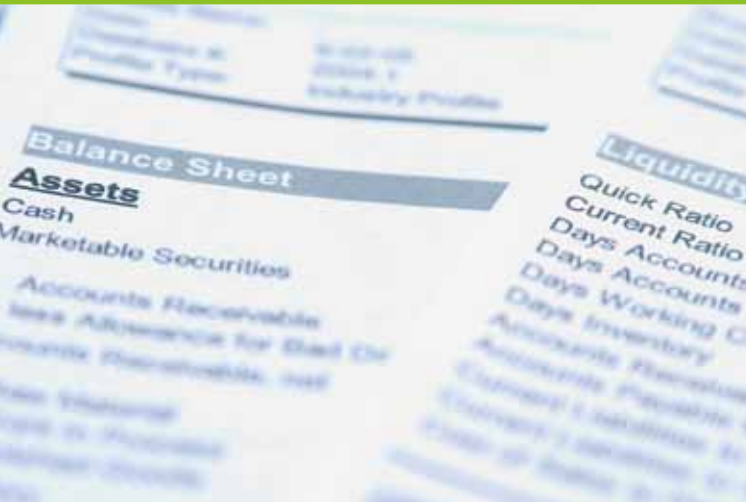


Irish Tax
Institute

DEVELOP YOUR ROLE IN TAX COMPLIANCE

IRELAND'S ONLY TAX COMPLIANCE QUALIFICATION

Tax Technician (TMIT)



➤ In a regulatory environment that is constantly evolving with rapid tax legislative and administrative changes, managing tax compliance has become increasingly complex.

Leaders in Tax

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> DEVELOP YOUR ROLE IN TAX COMPLIANCE

In a regulatory environment that is constantly evolving, with rapid tax legislative and administrative changes, managing tax compliance has become increasingly complex. Moreover, getting tax compliance wrong can be very expensive for businesses and individuals alike.

The need for expert tax compliance staff is greater than ever.

A practical course to meet the increasing need for tax compliance services, this excellent grounding in compliance across all taxes enhances skills and professional competence in one year.

The Tax Technician qualification (TMITI) is Ireland's only professional tax compliance qualification. It is a one year part-time course.

The Tax Technician course covers compliance issues for income tax and payroll, business taxes, capital taxes, VAT and other indirect taxes.

It also covers relevant legal and accounting principles as well as an overview of company filing obligations.

Deirdre O’Keeffe

Premier Credit Services

As an accounting technician, I operate as a bookkeeping and payroll service provider. I was dealing every day with different elements of tax – employer taxes, income tax, VAT and corporation tax – but I wanted a better practical understanding and a working knowledge of tax legislation to apply to my personal business and my clients’ businesses.

I would absolutely without hesitation recommend the TMITI qualification to anybody that deals with any aspect of tax in their everyday life.

“For the majority of clients I am the main point of contact for Revenue so I will usually have to deal with queries on all the tax headings that my client is registered for. The advantage of having done the TMITI course is that I can competently and confidently liaise with Revenue and any issue can generally be resolved within a working day.”





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Gavin Gilmore

Power Lynch

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I'm an insurance broker and a financial advisor. Much of my day is spent meeting with clients and potential new clients, fact-finding and reviewing their insurance, pension and investment arrangements. The Tax Technician course has given me a deeper understanding of taxation issues and now I'm in a better position to understand my clients' concerns, and ultimately, to differentiate myself from other insurance and finance professionals.

"The TMITI qualification has enabled me to advise my clients' far more professionally than would otherwise be the case. It helped me to structure management plans in the most efficient manner because I appreciate the potential tax consequences. This has increased my clients' satisfaction."



Cathy Costello,

Cathy Costello Accounts

I studied AAT and part qualified as an ACCA. I started as an accounts receivable clerk and worked my way up to Financial Controller at the last company I worked with. When my last child was born I found it too difficult to juggle everything so I decided to set up my own bookkeeping company. I deal with everyone from the local taxi driver and painter and decorator, to clothes shops and builders. I love the variety of my work. I have an office at home but I am regularly out and about meeting clients.

“I chose the TMITI course because it gave a good overview of the tax system, it only took a year and it gave me a tax technician qualification in its own right. It’s compact and great for anyone going back to study after a number of years. I also found it very social, and I made new friends while I was doing it. Now I can advise on different tax areas and provide a more complete service.”



> WHO CAN BECOME A TAX TECHNICIAN?

This course is ideal for

- People who want to specialise in compliance
- Accounts personnel throughout the corporate sector
- Office managers with responsibility for payroll and VAT compliance
- Accountants who want to refresh or expand their knowledge of tax
- Legal professionals who want a solid grounding in tax
- Financial services staff who are being asked about tax matters

Employers, do you

- Employ people who need to know more about the administration of tax in Ireland?
- Need someone who can prepare and file tax returns?
- Want to have confidence that your VAT returns and payroll operation are fully tax compliant?
- Want to ensure that you meet your filing obligations to the Companies Registration Office?

97% of qualified Tax Technicians would recommend this course to their friends

> WHAT WILL YOU STUDY?

Income Tax & Payroll Compliance

- Examine the influences and confines which frame the Irish Income Tax system
- Identify the taxation issues affecting an income tax payer
- Calculate the income tax due by an income tax payer
- Complete the forms relevant to that income tax liability
- Assess when the forms must be filed and the income tax paid
- Describe the legal issues related to having employees
- Account for income tax liabilities
- Explain income tax obligations to the taxpayer

Capital Taxes Compliance

- Examine the influences and confines which frame the Irish Capital Tax system
- Identify the capital taxation issues affecting a taxpayer
- Calculate the capital tax due by a taxpayer
- Complete the forms relevant to that capital tax liability
- Assess when the forms must be filed and the capital tax paid
- Describe the requirements of the succession act
- Describe the legal issues relating to transactions in shares
- Explain capital tax obligations to the taxpayer

Business Taxes Compliance

- Assess the filing requirements for forming a company under Irish law
- Outline the duties of Directors
- Explain a company's obligations to keep books and records
- Examine the influences and confines which frame the Irish Corporation Tax system
- Identify the taxation issues affecting a corporation tax payer
- Calculate the corporation tax due by a corporation tax payer
- Complete the forms relevant to that corporation tax liability
- Assess when the forms must be filed and the corporation tax paid
- Account for corporation tax liabilities
- Explain corporation tax obligations to the taxpayer

VAT & Other Indirect Taxes Compliance

- Examine the influences and confines which frame the Irish Indirect Tax system
- Identify the indirect taxation issues effecting a taxpayer
- Calculate the indirect tax due by a taxpayer
- Complete the forms relevant to that indirect tax liability or refund
- Assess when the forms must be filed and the indirect tax paid
- Account for indirect tax liabilities
- Explain indirect tax obligations to the taxpayer

Students are also taught the relevant legal and accounting principles as they relate to each module.

> TAX TECHNICIAN – 10 KEY FACTS YOU NEED TO KNOW

1. No training contract is required to qualify as a Tax Technician
2. Courses run in Dublin and Limerick, subject to demand
3. Courses take place at weekends only. This weekend format is popular with students as they can plan their studies around personal and professional commitments
4. The course consists of 17 days of lectures and practical workshops and runs from October to March
5. Two examination sittings (April and August) are available each year to ensure maximum flexibility and choice for students
6. Competitive fees and flexible payment options are available
7. The fee covers the student subscription, tuition and all course materials and practical workshops prior to examinations, as well as examination fees
8. Quality course materials are written by experts in their fields and are designed for efficient and effective learning
9. Our lecturers are experienced tax practitioners who take a hands on tutorial approach and bring tax to life in the classroom
10. Students must hold a Level 5 qualification on the National Framework of Qualifications (Leaving Certificate) or equivalent

> WHAT SHOULD I DO NEXT?

- > Further information is available on our website: www.taxinstitute.ie/education
- > Download the current Tax Technician Student Handbook for sample timetables, details on fees and student regulations
- > Register online at www.taxinstitute.ie/education
- > E-mail queries to students@taxinstitute.ie
- > Contact the Education Team on **+353 1 6631700**
- > Become a fan of the Institute on www.facebook.com/ITISudents

> ABOUT THE IRISH TAX INSTITUTE

The Irish Tax Institute is the leading representative and educational body for Ireland's AITI Tax Consultants and is the only professional body exclusively dedicated to tax. Our members provide tax expertise to thousands of businesses, multinationals and individuals in Ireland and internationally. In addition many hold senior roles within professional service firms, global companies, Government, Revenue and state bodies.

The Institute is the leading provider of tax qualifications in Ireland, educating the finest minds in tax and business for over thirty years. Our AITI Tax Consultant qualification is the gold standard in tax education and is renowned for its professional rigour and depth. The Institute also continues to promote the highest standards throughout the careers of AITI Tax Consultants through our expert-led professional development programme.

A respected body on tax policy and administration, the Institute engages at the most senior levels across Government, business and state organisations. Representing the views and expertise of our members, we play an important role in the fiscal and tax administrative discussions and decisions in Ireland and in the EU.



> EDUCATING THE FINEST MINDS IN TAX FOR OVER THIRTY YEARS

The AITI (Associate of the Irish Tax Institute) is Ireland's leading tax qualification.

The Irish Tax Institute has educated thousands of AITI Tax Consultants for over thirty years, amongst them some of the country's finest tax minds and the most sought-after names in the legal, commercial and tax world. AITI Tax Consultants now work not just in Ireland but in senior tax roles around the world.

As the most respected professional body on tax policy and practice in Ireland, the Institute is dedicated to the pursuit of excellence in tax education. We are renowned for our rigorous standards, while the depth of our training has secured the AITI's position as the most prestigious and widely recognised tax qualification in Ireland today.

