

Corptax® Certified Professional

Provision Compliance Program Details



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Provision

Let us help you go beyond compliance with our Provision Certification. Federal and State Compliance is a piece of the overall tax life cycle. With the utilization of the Corptax suite of Provision products, you can cover the year round analysis necessary for companies today.

The Corptax Certified Professional: Provision Program is designed to certify your Corptax knowledge and skills with respect to our Provision products. As the product usage varies by licensees, our certification programs are designed to cover core product usage along with Corptax recommended best practices.

Areas covered in this certification program include:

- Brief overview of full Corptax product line
- Completing the tax life cycle using Corptax
- Overview of Data Collection Methods
- Setting up and utilization of the Corptax Provision Products
 - › Corptax Provision
 - › Corptax State Provision
 - › Corptax Tax Contingency
- Other topics including Interim Reporting and Rollover
- Provision related Tips and Troubleshooting

Note: Certifications utilize the newest generation of Corptax products (does not include Corptax FS/CS, CORPInternational or other legacy products).

What's in it for you?

- **Stand out** from the crowd with certified Corptax skills for personal and professional growth.
- **Join an exclusive community** of Corptax Certified Professionals
- **Be recognized** for your accomplishments with approved use of "Corptax Certified" logo to use on business cards and in email signatures and acknowledgement of completion on corptax.com (upon completion of certification program).
- **Earn continuing professional education** (CPE) credits for classroom and online training sessions completed as part of the certification.

What do I have to do to be certified?

- Successful completion of knowledge exam to certify minimum skill sets in respective certification topic to ensure efficient and quality product usage.
- Successful completion of case study to certify practical application of provision process.

How do I maintain my certification?

- We strongly encourage all certified professionals to attend product training to maintain and continually improve their Corptax skill set. However, the only requirement to maintain your certification is the completion of the annual certification renewal form and payment of annual renewal fees.

Program Description

The Corptax Certified Professional: Provision Program is intended for an individual who has compliance and product experience, including practical application of the skills and concepts noted in the exam outline below. The candidate is not required to complete training prior to the exam however; there are several certification preparation options available from Corptax. It is recommended that the candidate also has invested time in studying the materials from the available courses.

The candidate should be able to perform the tasks outlined in the exam objectives successfully. These include (but are not limited to) the features listed below.

The candidate should be able to:

- Describe the Corptax process and information flow
- Navigate the user interface including:
 - › Impact of setting of views/themes
 - › Utilization of grid functionality (defaults, panels, and filtering)
 - › Access online support and help
- Define the provision process
- Describe the tax life cycle and how to apply to your company using Corptax
- Identify and employ each of the Provision Workflow components:
 - › Profiles
 - Workpaper setup
 - Workflow setup
 - › Book and Adjustment items such as:
 - Use of workpapers
 - Importing amounts
 - Utilization of Automated Adjustments
 - Impact of Foreign and U.S. activity
 - Completion of Data Collect Workpapers
 - Tax Attributes
 - Implications of Tax Contingency
 - › Reporting for a single entity as well as entity groups
 - Provider workpapers
 - Report types including tax accounting, supporting, global
- Demonstrate ability to complete the Tax Contingency reporting process
 - › Setup and review of profiles
 - › Workflow
 - › Completion of the various Tax Contingency workpapers
 - › Review and printing of reports
 - › Importing and exporting of amounts
- Describe and perform the State Provision process
 - › Setup and review of profiles
 - › Worksheet setup
 - › Data entry for:
 - Apportionment
 - Current period adjustments
 - Tax Attributes
 - › Separate and Combined Return setup and review
- Define and complete the provision rollover process
 - › Annual
 - › Period to Period
- Identify and perform the interim reporting process
- Identify and apply common trouble shooting tools

Available Training

Certification training is not required. For those participants that want additional pre-exam preparations, Corptax University recommends the following course preparation for this exam:

Certification Preparation Training:

C-800	Certification Prep: Corptax Certified Professional: Provision
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Certification Preparation Training is scheduled at our Corptax University Centers or a mutually agreeable location with the participant and Corptax. If held at alternate location, out of pocket costs such as instructor travel and shipping (materials and learning laptops, if utilized) expenses will be billable in addition to the certification fees.

And/or online training offerings to further your skills/knowledge:

Online Training:

6-701	Introduction to Corptax for Provision Only Users
6-721	Corptax Tax Contingency
6-750	Corptax Federal Provision Series
6-760	Corptax State Provision Series

For more information, please review the full list of session descriptions, dates, and offerings.

About the Exam

The Corptax Certified Professional: Provision Exam is comprised of two parts with the following characteristics:

1. Knowledge exam:

- Content: 40 multiple choice questions
- Time allotted to complete the exam: 60 minutes
- Passing Score: 75%
- References: Hard copy materials/documentation may be referenced during the exam.
- Purpose: To certify minimum skill sets in respective certification topic to ensure efficient and quality product usage.

2. Case study exam:

- Content: Multi-part case study exam executed on a learning environment provided by Corptax.
- Time allotted to complete the exam: Up to 4 hours
- Passing Score: 75%
- References: Hard copy and online materials/documentation may be referenced during the exam.
- Purpose: To certify practical application of compliance process.

Exam Outline

The Corptax Certified Professional: U.S. Compliance Exam measures a candidate's knowledge and skills related to the objectives listed below. A candidate should have hands-on experience with Corptax products and have demonstrated application of each of the following features and functions.

Knowledge Exam:

Knowledge Exam Topic	Weighting
C-800-1 Intro to US Compliance	2%
C-800-2 Zero Day Close	2%
C-800-3 Provision Setup	25%
C-800-4 Provision Amount Import	3%
C-800-5 Provision Adjustments	3%
C-800-6 Using Corptax Provision	28%
C-800-7 Corptax State Provision	18%
C-800-8 Using Corptax Tax Contingency	11%
C-800-9 Rollover	4%
C-800-10 Interim Reporting	4%
Total	100%

Case Study Exam:

Case Study Exam Section	Weighting
1. Creating Entities, Editing Profiles and Workpaper Setup	9%
2. Creating and Assigning Packages	5%
3. Import Trial Balance Data	11%
4. Adjustment Setup and Post Automatic Adjustments	8%
5. Enter Federal/National Current Period Adjustments	18%
6. Enter Federal/National Tax Attributes and Return to Provision	7%
7. Enter Tax Contingency (FIN48) Adjustments	12%
8. Enter State Data	10%
9. Batch Processing and Printing	15%
10. Rollover	5%
Total	100%

Program Registration

Certification fees per participant:

Initial Certification Program Fees:

- Provision Certification: \$595

Annual Renewal Fees (due February 28th):

- Provision Certification: \$99

Please note the tiered pricing is based on number of certification programs enrolled:

- 1 Certification Topic: \$595
- Plus \$100 for each additional Certification Topic
 - › Additional topics include: U.S. Compliance, International Compliance, and Pass Through Compliance

Annual renewal fees are per certification topic. Participants making payment of annual renewal fees by February 28th will receive a coupon to attend for future online training sessions equal to the amount of renewal fees paid. Coupon will expire December 31st and is non-refundable and non-transferable.

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