



CONTACT INFORMATION

If you are interested in learning how to become a volunteer for the tax season, please contact the VITA program Coordinator:

Eduardo Rivas
erivas@qcc.mass.edu

HOURS OF OPERATION:

Wednesday: 5:45 p.m. to 8:45 p.m.

Friday: 5:45 p.m. to 8:45 p.m.

Saturday: 10:00 a.m. to 1:00 p.m. &
2:00 p.m. to 5:00 p.m.

Get your taxes done with us For free!

Our QCC students and volunteers prepare basic tax returns. To be eligible to have your taxes done by our participants, you must have income of \$56,000 or less in the tax year being filed. Because we take our commitment to preparing accurate returns seriously, we do not prepare returns outside of our prescribed scope.

VITA PROGRAM

Located at the Main South CDC
875 Main Street
Worcester, MA 01610
508.752.6181

For more information visit:

www.QCC.edu/vita

vita@qcc.mass.edu



**"QCC Volunteers Help
the Community One Tax
Form at a Time"**

VOLUNTEER INCOME TAX ASSISTANCE (VITA) PROGRAM



QUINSIGAMOND
Community College



PROGRAM OVERVIEW

The VITA program offers free tax help to people who generally make \$56,000 or less per year, persons with disabilities and limited English speaking taxpayers who need assistance in preparing their own tax returns. The program runs every year from January to April.

This opportunity is open to anyone willing to learn how to prepare income taxes using tax software. No previous experience or knowledge of accounting or taxes is required. Study materials are provided for free to all participants. Everyone must get certified to prepare income taxes.

Individuals can also participate in other roles, such as Administrative assistants or front desk. All the participants will get a certificate from the IRS at the end of the tax season stating their participation in the program. QCC offers this opportunity in partnership with Main South CDC.

EARN COLLEGE CREDIT

ACC225 Volunteer Income Tax Assistance (Recommended choice for QCC students)

QCC students can receive 4 college credits, a grade and use their financial aid to pay for this course. Students can use this class as one of their program electives if they are business majors or as a free elective class. This class is open to all students of any major. Students must attend training for the first two weeks of classes on the main campus, get certified as a tax preparer, and complete their tax service hours. Students are expected to complete 12 sessions of 3 hours and attend the recognition ceremony.

Prior Learning Credit (only for QCC students)

Students can also volunteer and get college credit through the career office if they are a current QCC student. Students must complete a portfolio assessment at the end of the tax season and pay a fee of \$260 (no financial aid available) to get 4 college credits. The class will be listed as ACC 288 VITA on their transcripts. This class is graded in a Pass/Fail format. Students can use this class as one of their business electives or free elective classes. Students need to get certified as a tax preparer. They have to volunteer a minimum of 36 hours at the tax site and attend the recognition ceremony.

EARN COLLEGE CREDIT

Honors By Contract (Only for QCC Honors Program students)

Honors by Contract is an agreement between an honors student and a QCC faculty member. The contract is designed to supplement a non-honors course by involving the student in the VITA program to receive honors credit for a course the student has already taken or is currently taking at QCC. The honors student must complete at least 36 hours of service at the VITA site. For assistance with honors contracts please contact the honors program coordinator Susan McPherson at smcpherson@qcc.mass.edu

VOLUNTEER

Individuals can complete the service as a volunteer. Every year the site count with the support of volunteers from different organizations and colleges in the area. The volunteer will select the days they want to volunteer. They will select the days and times that they want to prepare taxes at the site each week.