

Earn a Valuable  
Designation as a  
MFA™-Business Services  
Specialist

WANT TO BUILD A REPUTATION  
FOR EXCELLENCE BY SHARPENING  
**VALUATION, TRANSITION AND  
TAX KNOWLEDGE?**



Only with:  
**Knowledge  
Bureau**

## MAKE A GREAT INVESTMENT IN YOURSELF!

Qualified business services specialists are in high demand, especially if they have advanced tax knowledge and new technology skills. Take a bold step to a new career or business venture: **Earn Your MFA™-Business Services Specialist Designation.**

### EVERYTHING IS INCLUDED:

- > Personal course selection consultation and virtual campus orientation
- > Lesson plans and study plans
- > Personal instructor support by email
- > Comprehensive Knowledge Journal
- > EverGreen – The Online Research Library
- > Practical Case Studies using Professional Software
- > Calculators and tools you can use immediately
- > Testing and certification
- > CE/CPD accreditation by various professional bodies

### JOIN THOUSANDS OF GRADUATES:

Knowledge Bureau is a national educational institute focused on excellence in professional development in the tax, accounting and financial services.

Join thousands who have earned their credentials in the comfort and convenience of their own home or office, at their own pace.

Take a free trial and make a risk free decision.

**TAKE A  
FREE TRIAL  
TODAY**

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“Quantum Leap depends on the intent and ultimate purpose in my life.”

**Andrew Choi,**  
**DFA-Tax Service Specialist™,**  
**MFA™-Business Service Specialist**

# DIFFERENTIATE YOURSELF WITH A DIPLOMA!

Complete 3 courses (90 hours) to earn a diploma  
as a Certified Business Tax Practitioner™

Understand family-owned enterprises throughout the lifecycle of the business - from start-up, to mid-term growth through a successful transition to the next business owner. That insight required a firm understanding of financial statements and tax returns - critical skills if you want to be precise about small business needs.

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## Corporate Income Tax Fundamentals

This course serves as an introduction to the preparation of a corporate income tax return for small business operating under a corporate structure as a Canadian Controlled Private Corporation (CCPC). From a company's transformation from Proprietorship through to Corporation, this course will teach you the fundamentals of preparing a T2 return for the majority of small business corporations operating in Canada today.

### Knowledge Journal:

- Basis of Reporting Income
- Understanding the Corporate Balance Sheet
- Understanding Shareholder Equity
- Sources of Corporate Income
- Creating an Audit Trail for CRA Purposes
- Completing the T2 Return
- Tax Reserves
- Shareholder Remuneration
- Corporate/Shareholder Integration Theory

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## Tax Planning for Incorporated Professionals

This course will focus on personal and corporate tax planning for small to medium sized businesses, owned and operated by professionals, with a special focus on financial advisors and medical practitioners. Retirement and succession planning will be an integral part of the course.

Gain an understanding of the tax rules pertinent for professional corporations, including access to the Small Business Deduction limit and taxation of income within a corporation.

### Knowledge Journal:

- Tax Rules for Professional Corporations
- Incorporated vs Non-Incorporated Professional Businesses
- Corporate Structures
- Shareholder Remuneration
- Corporate/Shareholder Integration Theory
- Using the PC for Family Benefits
- Retirement Planning for the Incorporated Professional
- Getting the Business Ready for Sale
- Selling the Professional Practice
- Succession Planning – Top Ten Tips

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## Tax Planning for Corporate Owner/Managers

Learn to define the components of compensation, including salary, dividends, and bonuses, tax attributes and the opportunities/constraints imposed by income tax. Acquire the knowledge and skills required to provide advice throughout the year with a view to minimizing the total amount of income taxes paid by the family. This newly updated course will explain how and provide the experience and credentials to better manage owner-manager compensation.

### Knowledge Journal:

- The Taxation of Business Income and Its Integration in Personal Taxation
- Understanding Family Compensation Requirements
- Income Tax Treatment of Salary
- Income Tax Treatment of Dividends
- Other Compensation Issues - Benefits, Shareholder Loans
- Income Splitting, Kiddie Tax, Tax on Split Income
- Basic Issues in Using a Holding Company or Trust
- Registered Deferred Income Plans
- Unregistered Deferred Income Plans
- Planning Pitfalls - the Capital Gains Deduction, CNIL, ABIL's

# ADVANCE YOUR CAREER WITH A PROFESSIONAL DESIGNATION

To earn your MFA designation, complete the diploma program plus complete these 3 courses (180 hours in total)!

**Looking for a way to stand out in the competitive tax services industry and attract more business?** Earn your MFA™-Business Services Specialist designation to advance your business (or career) and guide clients through succession planning, valuations and transitions. You will be able to provide a superior level of service that will continue to pay off throughout your career.

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## Business Valuation for Advisors

This course is designed in a practical format and will help an advisor become a valuable resource to their clients when considering business valuation issues. Key concepts include understanding the notion of value, company specific and market based approaches for estimating value, the stages of the business transaction process, value and investment transactions and the implications of financial performance on value.

### Knowledge Journal:

- Introduction to the Notion of Value
- Valuation Approaches: Company Specific
- Valuation Approaches: Market Based
- Valuation Considerations: Issues that Could Impact Value
- Business Transactions: Preparation Stage
- Business Transactions: Negotiation and Due Diligence Stage
- Business Transactions: Closing and Transition Stage
- Value and Investment Transactions
- Financial Performance and Valuation Implications
- Selected Topics in Valuation

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## Cross Border Taxation

As baby boomers age and technology makes it possible for people and businesses to operate globally, economic changes make it appealing for people and businesses to purchase investment property globally.

In this course, you will learn the key concepts surrounding residency, non-residency, immigration, emigration, taxation of U.S. citizens and residents as well as other the taxation issues surrounding cross-border transactions from a Canadian and U.S. point of view.

### Knowledge Journal:

- Residency
- Immigration and Emigration
- Snowbirds
- Owning Property as a Non-resident
- Canada - U.S. Tax Treaty
- U.S. Citizenship
- Canadian and U.S. Investments (including FATCA)
- U.S. Estate and Gift Tax
- Renouncing U.S. Citizenship

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## Advising Family Businesses

It is widely accepted that the majority of family businesses do not survive past the first or second generation. This represents an unfortunate loss, not only for the family that relies on this income for financial stability, but also for Canada's economy. Family businesses have unique opportunities and challenges, and require advisory assistance with this in mind.

With this course, you will learn how you can help clients beat the succession odds by better understanding the planning process today.

### Knowledge Journal:

- Understanding the Family Business
- How to Work in Alignment with Your Family Business Clients
- Developing a Shared Vision
- Understanding Family Dynamics and Systems
- Planning and Real Wealth Management
- Advisory Products and Services
- The Priorities Pyramid
- The Succession Mapping Process
- Structuring Retirement Income
- Advising Family Businesses