



# HOW TO BECOME A TAX PREP VOLUNTEER

- 1 CHOOSE YOUR VOLUNTEER ROLE**  
VITA sites need tax preparers, screeners, and quality reviewers.
- 2 SIGN UP FOR VITA TRAINING**  
Get trained by IRS-certified tax instructors and receive IRS training materials.
- 3 PASS YOUR TESTS**  
Go to [www.linklearncertification.com](http://www.linklearncertification.com).
- 4 CHOOSE WHEN AND WHERE YOU WILL VOLUNTEER**  
Let your Site Coordinator know when you will be at the VITA site.
- 5 CONTACT YOUR SITE COORDINATOR**  
Your Site Coordinator will be your main resource during the tax season.
- 6 TURN IN YOUR CERTIFICATES**  
Print and sign IRS form 13615 Standards of Conduct from Link and Learn.

**The JEDI VITA Site is seeking volunteers for the 2021 tax season. To know more, call the JEDI Tax Line at 1-888-926-6670 Option 5 or email [pkane@e-jedi.org](mailto:pkane@e-jedi.org). We'll get back to you!**