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Step 1 - Please complete both sides

Georgia Form IT-QEE-TP1 (Last Rev. 8/11)

Qualified Education Expense Credit Preapproval Form

Georgia Department of Revenue Version 1

Please print your numbers like this in black or blue ink:



This form is the first step in applying for the income tax credit for qualified education expenses. The form is filed by the taxpayer and is used to request preapproval of an intended contribution to a student scholarship organization.

Enter for Contributor:

- Individual filing single or head of household, Individual filing a married joint return, Individual filing married separate return, C Corporation or trust, Subchapter S corporation for Georgia purposes, partnership, or limited liability company

First Name or Name of Entity, MI, Taxpayer Identification Number

DEPARTMENT USE ONLY

Last Name if Individual, Suffix

If individual filing joint, first name of joint filer, MI, If individual filing joint, I.D. # of joint filer

Last Name of Joint Filer, Suffix

Address (Number and Street or P.O. Box)

City, State, Zip Code

Tax Year End of Contributor, Calendar Year in which contribution will be made

Contact Person (for contributions by entities), Telephone Number

- The contribution must be preapproved and the donation made to the Student Scholarship Organization by the end of the calendar year. The taxpayer must add back to Georgia taxable income the amount of any federal charitable contribution deduction taken on a federal return for which a Georgia qualified education expense credit is allowed. The tax credit shall not be allowed if the taxpayer designates the taxpayer's qualified education expense for a particular individual. The student scholarship organization must be on the Department of Education's website before this form is filed.

A. CONTRIBUTION AMOUNT

1. The amount of the contribution the taxpayer intends to make... [Amount]

2. [For corporate and trust contributors only] Enter 75% of the corporation's or trust's estimated income tax liability... [Amount]

3. Name of student scholarship organization listed on the Department of Education's website.

4. Taxpayer I.D.# of student scholarship organization... [I.D.#]



1106304022

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Taxpayer Identification Number

Form boxes for Taxpayer Identification Number

B. ADDITIONAL INFORMATION FOR CONTRIBUTORS WHICH ARE SUBCHAPTER S CORPORATIONS FOR GEORGIA PURPOSES, PARTNERSHIPS, OR LIMITED LIABILITY COMPANIES

The contribution limits for these entities are calculated separately for each shareholder, partner, or member. As such on a separate schedule, the contributor must provide the following information for each shareholder, partner, or member.

- 1. Name, address and taxpayer identification number
2. Type of taxpayer (i.e. corporation, individual, etc.)
3. If individual, filing status (joint, married filing separate, single, or head of household)
4. If individual filing a joint return, the name and identification number of the joint filer
5. If corporation, 75% of estimated GA income tax liability
6. Tax Year end
7. Profit/loss percentage
8. Amount of intended contribution allocated to each shareholder, partner, or member based on the profit/loss percentage.

C. CERTIFICATION BY APPLICANT

Applicant certifies that all information contained above is true to his/her best knowledge and belief and is submitted for the purpose of obtaining preapproval from the Commissioner.

Date: Form boxes for date

Applicant: Printed Name of Contributor (individual or entity)

Form boxes for Applicant Name

Signature of Contributor (if an entity, an authorized officer or tax matters person)

If Contributor is an entity: Printed Name and Title of Person Signing for Entity:

Name: Form boxes for name

Title: Form boxes for title

Phone Number: Form boxes for phone number

Submit page 1 and page 2 to:

Georgia Department of Revenue
Qualified Education Expense Credit
1800 Century Blvd NE
Suite 8107
Atlanta, GA 30345

D. FOR DEPARTMENT USE ONLY

DATE RECEIVED

Form boxes for DATE RECEIVED

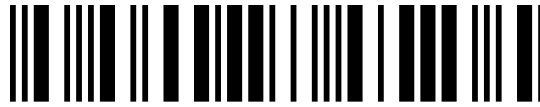
Based on the fifty million dollar cap and your intended contribution amount, you have been preapproved and

allocated Form boxes of qualified education expense credit for calendar

year Form boxes

Approved by _____

Date Form boxes



1106304032

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Qualified Education Expense Credit Preapproval Form

Georgia Department of Revenue **Version 1****Instructions**

The Official Code of Georgia Annotated Section **48-7-29.16** establishes an income tax credit for qualified education expenses.

A credit is allowed for the expenditure of funds by the taxpayer to a student scholarship organization, operating pursuant to Chapter 2A of Title 20, which uses the contribution for tuition and fees for a qualified school or program.

Definitions: For purposes of the credit, the term:

(1) "Student scholarship organization" means a charitable organization in this state that:

- (A) Is exempt from federal income taxation under Section 501(c)(3) of the Internal Revenue Code and obligates for scholarships or tuition grants at least 90 percent of its annual revenue received from donations for scholarships or tuition grants to allow students to attend any qualified school of their parents' choice; and
- (B) Provides educational scholarships or tuition grants to eligible students without limiting availability to only students of one school.

(2) "Eligible student" means a student who is a Georgia resident enrolled in a Georgia secondary or primary public school or eligible to enroll in a qualified first grade, kindergarten program, or pre-kindergarten program; provided, however, that if a student is deemed an eligible student pursuant to O.C.G.A. § 20-2A-1(1), he or she shall continue to qualify as such until he or she graduates, reaches the age of 20, or returns to a public school, whichever occurs first.

(3) "Qualified school or program" means a nonpublic pre-kindergarten program, primary school or secondary school that:

- (A) Is accredited or in the process of becoming accredited by one or more entities listed in subparagraph (A) of paragraph (6) of Code Section 20-3-519; and
- (B) Is located in this state, adheres to the provisions of the federal Civil Rights Act of 1964, and satisfies the requirements prescribed by law for private schools in this state.



1106304042

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Georgia Department of Revenue **Version 1****Preapproval Required**

The total amount of credits granted to all taxpayers per calendar year cannot exceed \$50 million (indexed for inflation beginning in 2012). Amounts are allowed on a first come, first served basis. Before making a contribution to a student scholarship organization, the taxpayer must notify the Department of Revenue of the amount that the taxpayer intends to contribute to the student scholarship organization. The Department will then preapprove or deny the requested amount within 30 days after receiving the request from the taxpayer. The Department will mail the preapproval or denial to both the taxpayer and the student scholarship organization. Once preapproval is received, the taxpayer must make the contribution to the student scholarship organization within 60 days of the date of the preapproval notice received from the Department, and within the calendar year in which it was preapproved.

Credit Limits**Individual Taxpayers**

An individual taxpayer is allowed a credit for qualified education expenses as follows:

- (1) In the case of a single individual or a head of household, the actual amount expended or \$1,000.00 per tax year, whichever is less; or
- (2) In the case of a married couple filing a joint return, the actual amount expended or \$2,500.00 per tax year, whichever is less; or
- (3) In the case of a married couple filing a separate return, the actual amount expended or \$1,250.00 per tax year, whichever is less.

For an individual taxpayer the credit is further limited and may not exceed the taxpayer's income tax liability. The amount of the credit that exceeds the taxpayer's income tax liability can be used against the next succeeding five years' tax liability.

Corporate and Trust Taxpayers

A corporation or trust is allowed a credit for qualified education expenses in an amount not to exceed the lesser of the actual amount expended or 75 percent of the corporation's or trusts income tax liability for the tax year, of the corporation or trust, in which the contribution will be made. Any of this lesser amount (amount expended or 75% of the corporation's or trust's income tax liability) that is not used can be used against the succeeding five years' tax liability. A trust cannot pass through the credit to its beneficiaries.

Claiming the Credit

Please attach Form IT-QEE-SSO1 and Form IT-QEE-TP2 to your Georgia income tax return when claiming the credit.

Electronic Filing

Electronic Filing is available for taxpayers claiming this credit. Individual taxpayers that electronically file their tax return do not have to submit Form IT-QEE-SSO1. Form IT-QEE-SSO1 shall be maintained by the taxpayer and made available upon request by the Commissioner.