

April XX, 2004

Career Guidance Advisor:

I have enclosed material for your students which will acquaint them with the opportunity of a career in the field of taxation. This is part of an outreach program offered by the East Bay Association of Enrolled Agents (EBAEA), which is a professional non-profit organization in your area. Enrolled Agents are professional tax practitioners. The enclosed material will tell you more about Enrolled Agents and what is required to obtain that designation. EBAEA is a chapter of the California Society of Enrolled Agents (CSEA) and affiliated with the National Association of Enrolled Agents (NAEA).

The decision students make regarding the selection of a career is a very important one. Tax professionals work in a unique area. Tax professionals can provide a real service to others by resolving the complexities of the tax code and intervening on the taxpayer's behalf when the Internal Revenue Service has contacted them. EBAEA would like to acquaint students with the tax field and give them the opportunity to learn more about this profession so they may make an informed decision about their future. The tax profession is not for everyone. The enclosed flyer on "Career opportunities in the field of taxation" provides an overview to employment in this profession.

There are opportunities for students to learn more about becoming a tax professional while they are still in school.

- **EBAEA has a speaker's bureau.** Enrolled Agents can come to your school and tell students about their work and answer students' questions. (Our speaker's bureau for students is a recent addition to our outreach program. Please give me a call and let me know what you feel your students would like included in a presentation about becoming a tax professional.)
- **Student Associate of CSEA.** (Available to students at accredited colleges and professional schools. See enclosed application for requirements.)
- **Scholarship opportunities** for individuals studying for the IRS Special Enrollment Examination.
- **Intern programs.** From time to time local Enrolled Agents need assistance in their offices. This gives students a first-hand opportunity to learn about the daily operations of a professional tax office in their area.

Please take a few moments to review the material that I have sent to you. I would like you to post the "Career Opportunity" poster and the "Career opportunities in the field of taxation" flyer on a bulletin board so that students may read about becoming an Enrolled Agent. (Please call me if you would like additional copies of either poster.) I would like to send additional information to you later this year when scholarships become available. Please fill in the information requested on the reply card and mail it to the chapter office of the East Bay Association of Enrolled Agents. In addition to updating our records this will give you the opportunity to tell EBAEA what additional services you would like us to offer to you and your students.

Sincerely,

Michael Barrick, EA
Member, EBAA Board of Directors