

EZ Access Tip

Are you ready to enroll in this training?

Log into [TRAIN](#) and search *Recorded Online Trainings*, then look under the *Programs and Services* header.

Need help? Email us at: ncwtc@nccommerce.com



Work Opportunity Tax Credit

FREE Recorded
Online Training
Available 24/7

Register **NOW** at:

ncworkforcetraining.com

*See page 2 for
registration
instructions.*

NC Works
training center

The Work Opportunity Tax Credit (WOTC) is a federal tax credit incentive that Congress provides to private for-profit businesses when hiring individuals from populations who have consistently faced significant barriers to employment.

THIS FREE TRAINING COVERS THE FOLLOWING TOPICS:

- ◆ What is WOTC?
- ◆ Who are the target groups?
- ◆ What are the benefits?
- ◆ Tax amounts and retention periods.
- ◆ The online application introduction and instructions.
- ◆ How to claim your credit.

NEW STUDENT ACCOUNT

1. Go to www.ncworkforcetraining.com.
2. Click on **New Users Click Here**.
3. Complete ALL profile information.
4. Enter Security Image Code, click **Submit**.
5. A confirmation email with your User ID and password will be sent upon approval.
6. See below to enroll in a course.

RETURNING STUDENTS

1. Go to www.ncworkforcetraining.com.
2. Enter your User ID and Password, click **Login**.
3. First time users will be prompted to set up a security question and answer.
4. Click **Enroll in Courses/Events**.
5. Select your course, click **Enroll**, request special needs if applicable, and click **Submit**.
6. You will receive an enrollment confirmation via email.

REGISTRATION:

You must register online prior to a workshop, training class, or other special event. Confirmation of registration, with details, dates, times and location will be emailed one week prior to the session.

NCWorks Training Center course offerings are open to all in the NC workforce system unless specified as a closed training for a targeted group.

NC Works
training center



PAYMENT: Submit payment prior to the start of class by check or money order, payable to the NC Department of Commerce / Workforce. Name(s) of participants must be included on the check.

TRAINING SESSION CANCELLATION: We reserve the right to cancel or postpone sessions based on insufficient registrations or other unforeseen circumstances. You can transfer to an alternate session or registration fees will be refunded. Please allow six weeks for refunds to be processed.

CANCELLATIONS AND SUBSTITUTIONS: To cancel a registration or make a substitution, email ncwtc@nccommerce.com. Submit cancellations and substitutions in writing at least 48 hours prior to the session (unless otherwise specified) to avoid paying the full registration fee.

SPECIAL NEEDS: Please include special needs requests when you register online. We can only guarantee provisions for special needs when notified at least two weeks in advance of training.

LODGING: A list of convenient hotels is available at www.ncworkforcetraining.com/Lodging.aspx.



Do you have questions or need help with registration? Call the Training Center at 919-814-0399 or email ncwtc@nccommerce.com.

Equal Opportunity Employer Program.
Auxiliary aids and services available upon request to individuals with disabilities.