Certified IRA Services Professional (CISP) Test Content Outline

Domain 1: IRA Documentation and Maintenance Requirements (13%)

Task 1: Plan establishment and maintenance

Task 2: IRA disclosure statements, notices, and delivery methods

Task 3: Beneficiary designation

Task 4: Reporting and associated penalties

Domain 2: IRA Contributions (16%)

Task 1: Contribution eligibility, limits, and deadlines

Task 2: Deductibility and other tax issues

Task 3: Excess contributions rules and penalties

Domain 3: Retirement Plan Portability (20%)

Task 1: Transfers

Task 2: Rollovers

Task 3: Conversions

Task 4: Recharacterizations

Task 5: Other transactions (e.g., repayments, recontributions)

Domain 4: IRA Distributions (20%)

Task 1: Taxation and withholding rules

Task 2: Required Minimum Distributions (RMD)

Task 3: Beneficiary distribution rules

Task 4: Penalties and penalty exceptions

Domain 5: Retirement Planning Considerations (11%)

Task 1: Beneficiary selection

Task 2: Trusts as beneficiaries

Task 3: Estate and income taxation

Domain 6: IRA Fees and Investments (10%)

Task 1: Prohibited transactions, prohibited investments, and prohibited transaction exemptions

Task 2: Fees and disclosure rules

Task 3: Nontraditional investment issues

Task 4: Account valuation requirements

Domain 7: Employer Plans - SEP and SIMPLE (10%)

Task 1: Eligibility

Task 2: Employer tax benefits

Task 3: Plan establishment and maintenance

Task 4: Contributions

Task 5: Portability

Task 6: Distributions