

# CERTIFIED CUSTOMS SPECIALIST (CCS)

## **Course Outline**

## MODULE 1 – The United States Customs and Border Protection

Lesson 1 History of the U.S. Customs and Border	ler Pi	'rotectio	n
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- Lesson 2 The U.S. Department of Homeland Security (DHS) Overview
- Lesson 3 DHS Organizational Structure
- Lesson 4 CBP Goals and Responsibilities

#### MODULE 2 – Legislative Process in the United States; Principal Acts

- Lesson 1 The United States Senate
- Lesson 2 The United States House of Representatives
- Lesson 3 Principal Acts
- Lesson 4 Statutes and Regulations

### **MODULE 3 – Tariff Treatment and Trade Agreements**

- Lesson 1 Types of Tariffs
- Lesson 2 Tariff Treatments
- Lesson 3 The Trade Promotion Authority and the Trade Act of 2002
- Lesson 4 The Generalized System of Preferences (General Note 4)
- Lesson 5 Caribbean Basin Economic Recovery Act (General Note 7)
- Lesson 6 U.S.-Israel Free Trade Area Implementation Act of 1985 (General Note 8)
- Lesson 7 U.S.-Jordan Free Trade Area Agreement (General Note 18)
- Lesson 8 U.S.-Chile Free Trade Agreement (General Note 26)

### MODULE 4 – United States Mexico Canada Agreement (General Note 11)

- Lesson 1 Purpose
- Lesson 2 Structure of the Agreement
- Lesson 3 The Language of USMCA
- Lesson 4 USMAC Tariff Rate Reductions
- Lesson 5 Tariff Treatment
- Lesson 6 Origin Certification
- Lesson 7 Rules of Origin
- Lesson 8 De Minimis
- Lesson 9 Fungible Goods and Materials
- Lesson 10 Accessories, Spare Parts, Tools, and Instructional or Other Information
- Lesson 11 Packaging Materials and Containers for Retail Sale
- Lesson 12 Packing Materials and Containers for Shipment
- Lesson 13 Transit and Transshipment



Lesson 14 Textiles and Apparel

Lesson 15 Treatment of Sets

Lesson 16 Automotive Products

Lesson 17 Intermediate and Indirect Materials and Accumulation

Lesson 18 Recordkeeping Requirements

Lesson 19 Advance Rulings

### MODULE 5 – Acts and Regulations of Other Government Agencies

Lesson 1 Agricultural Commodities

Lesson 2 Firearms, Ammunition, Explosives, and Implements of War

Lesson 3 Consumer Products – Energy

Lesson 4 Consumer Products – Safety

Lesson 5 Flammable Fabrics

Lesson 6 Radio Frequency Devices

Lesson 7 Food, Drugs, Cosmetics, and Medical Devices

Lesson 8 Biological Drugs

Lesson 9 Biological Materials and Vectors

Lesson 10 Narcotics, Drugs, Derivatives, and Paraphernalia

Lesson 11 Gold, Silver, Currency, and Stamps

Lesson 12 Pesticides, Toxic and Hazardous Substances

Lesson 13 Textiles

Lesson 14 Wood Packaging

Lesson 15 Trademarks, Trade Names, and Copyrights

Lesson 16 Wildlife and Pets

Lesson 17 Foreign Assets and Control Restrictions

Lesson 18 Obscene, Immoral, and Seditious Material

Lesson 19 Products of Convict or Forced Labor

Lesson 20 Alcoholic Beverages

Lesson 21 Motor Vehicles

Lesson 22 Boat and Vessel Importations

### MODULE 6 – Licensing and Responsibilities of Customs Brokers

Lesson 1 History of Customs Brokers

Lesson 2 Customs Business

Lesson 3 Licensing Process (19 CFR 111.11)

Lesson 4 Permits and Responsible Supervision and Control

Lesson 5 Broker Obligations

Lesson 6 Broker/Client Relationship

Lesson 7 Power of Attorney (19 CFR 141)



### MODULE 7 – The Harmonized Tariff Schedule of the United States (HTSUS)

- Lesson 1 Development of the Harmonized Commodity Description and Coding System
- Lesson 2 Organization of the Harmonized System
- Lesson 3 The Harmonized Tariff Schedule of the United States (HTSUS)
- Lesson 4 Format and Content of the HTSUS
- Lesson 5 General Notes (GN)
- Lesson 6 General Rules of Interpretation
- Lesson 7 Additional U.S. Rules of Interpretation
- Lesson 8 General Statistical Notes
- Lesson 9 Duty Preference Provisions (Chapter 98 and Chapter 99)
- Lesson 10 Punctuation
- Lesson 11 Legal Notes
- Lesson 12 Subheadings
- Lesson 13 Classification of Goods
- Lesson 14 Classification of Parts
- Lesson 15 Summary of Classification Process

#### **MODULE 8 – Valuation**

- Lesson 1 History of Valuation
- Lesson 2 Methods of Appraisement
- Lesson 3 Transaction Value Method
- Lesson 4 Additions to the Price Paid or Payable
- Lesson 5 Deductions from the Price Paid or Payable
- Lesson 6 Discounts
- Lesson 7 Limitations of the Transaction Value Method
- Lesson 8 Transaction Value of Identical Goods
- Lesson 9 Transaction Value of Similar Goods
- Lesson 10 Deductive Method of Valuation
- Lesson 11 Computed Method of Valuation
- Lesson 12 Value if Other Values Cannot Be Determined or Used

### MODULE 9 – Marking of Imported Goods

- Lesson 1 Marking Rules
- Lesson 2 Fundamentals of Marking Requirements
- Lesson 3 Exceptions to Marking Requirements
- Lesson 4 Containers
- Lesson 5 Special Marking Requirements
- Lesson 6 Preferential Marking Rules



#### MODULE 10 – Prohibited Goods and Quota

- Lesson 1 Prohibited and Restricted Goods Lesson 2 Quotas Administered by CBP
- Lesson 3 Absolute Quota
- Lesson 4 Tariff-Rate Quota
- Lesson 5 Textile Visa and Export License Requirements
- Lesson 6 Electronic Visa Information System and Electronic Certification System
- Lesson 7 Tariff Preference Levels
- Lesson 8 Quotas and Licensing Administered By Other Agencies
- Lesson 9 Entry of Softwood Lumber Products from Canada

#### MODULE 11 - Cargo Reporting and Entry of Goods

- Lesson 1 Advanced Cargo Reporting
- Lesson 2 Arrival Reporting
- Lesson 3 Entry of Goods
- Lesson 4 Right to Make Entry
- Lesson 5 Time of Entry
- Lesson 6 Enhanced Release and Entry Programs
- Lesson 7 Entry Process
- Lesson 8 Other Types of Entry
- Lesson 9 Invoice Requirements
- Lesson 10 Examination and Release
- Lesson 11 Automated Applications

#### MODULE 12 – Entry Summary and Assessment of Duties

- Lesson 1 Entry Summary
- Lesson 2 Assessment of Duties
- Lesson 3 Discrepancies (Overages and Shortages)
- Lesson 4 Travelers and Their Goods
- Lesson 5 Instruments of International Traffic
- Lesson 6 Check Digit Computation Formula
- Lesson 7 Rules for Constructing the Manufacturer Identification Code (MID)

#### MODULE 13 – Payment of Duties, Taxes, and Fees

- Lesson 1 Duty and Importer Obligations
- Lesson 2 Financial and Accounting Procedures
- Lesson 3 Filing Identification Number
- Lesson 4 CBP Bills and Interest Assessment
- Lesson 5 Other Fees and Formalities



#### **MODULE 14 – Recordkeeping**

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- Lesson 2 Recordkeeping Requirements
- Lesson 3 Record Format
- Lesson 4 Examination of Records by Customs
- Lesson 5 Recordkeeping Penalties for Failure to Produce Records
- Lesson 6 Recordkeeping Compliance Program

### **MODULE 15 - Informed Compliance**

- Lesson 1 Informed Compliance
- Lesson 2 Reasonable Care
- Lesson 3 Penalties
- Lesson 4 Account Management and Centers of Excellence and Expertise
- Lesson 5 Risk Analysis and Risk Management
- Lesson 6 Compliance Management, Assessment, and Measurement
- Lesson 7 Prior Disclosure

#### MODULE 16 - U.S. Goods Returned

- Lesson 1 Goods Returned to the U.S. Under 9801.00.10
- Lesson 2 Foreign Assembly of U.S. Components Under 9802.00.80
- Lesson 3 Repairs and Alterations Under 9802.00.40 and 50

#### **MODULE 17 – Temporary Importation**

- Lesson 1 Temporary Importation Under Bond
- Lesson 2 TIB Subheadings Provisions
- Lesson 3 Closure Procedures for Goods Entered on TIB
- Lesson 4 ATA Carnet
- Lesson 5 Carnet Export Procedures

### MODULE 18 – Bonded Warehouses and Foreign Trade Zones

- Lesson 1 Bonded Warehouses
- Lesson 2 Foreign Trade Zone Management and Features
- Lesson 3 Foreign Trade Zone Advantages vs. Bonded Warehouse Advantages

# **MODULE 19 – Antidumping and Countervailing Duties**

- Lesson 1 The Investigative Process
- Lesson 2 Fair Market Value
- Lesson 3 Export Price
- Lesson 4 Related Procedures and Determinations
- Lesson 5 Administration Review/Liquidation

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#### MODULE 20 – Introduction to Modernized Drawback

Lesson 1	Types of	Drawback
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Lesson 2 How to Obtain Drawback

Lesson 3 Export Procedure

Lesson 4 Payment of Drawback Claims

Lesson 5 Drawback Recordkeeping

Lesson 6 Drawback Penalties

Lesson 7 Drawback Compliance Program

Lesson 8 Effect of Trade Agreements and Trade Remedies on Drawback

### MODULE 21 – Entry Finalization and Post Entry Error Correction Remedies

Lesson 1 Reconciliation

Lesson 2 Administrative Review

Lesson 3 Liquidation

Lesson 4 Difference Between Liquidated Duties and Estimated Duties

Lesson 5 Refunds

Lesson 6 Post Summary Corrections (Formerly known as PEAs)

Lesson 7 Protests

# MODULE 22 - Mail, Express Consignment, and Courier Importations

Lesson 1 Mail Importations

Lesson 2 Calculating Duty on Mail Entries

Lesson 3 Express Consignment and Courier Importations

Lesson 4 Entry Requirements for Express Consignments

#### **MODULE 23 – Supply Chain Security**

Lesson 1 WCO Framework of Standards to Secure and Facilitate Global Trade

Lesson 2 U.S. Security Programs

Lesson 3 Automated Targeting System (ATS)

Lesson 4 Automated Commercial Environment (ACE)

Lesson 5 Customs Trade Partnership Against Terrorism (CTPAT)

Lesson 6 Advance Cargo Information (ACI)

Lesson 7 Importer Security Filing (10+2)

Lesson 8 Free and Secure Trade (FAST) and the Pre-Arrival Processing System (PAPS)

Lesson 9 Air Cargo Advance Screening (ACAS)

Lesson 10 Bioterrorism Act (BTA)

Lesson 11 Container Security Initiative (CSI)

Lesson 12 Commercial Enforcement Analysis and Response (CEAR)

Lesson 13 Secure Freight Initiative (SFI)

Lesson 14 Bi-national Security Agreements

Lesson 15 Transportation Worker Identification Credential (TWIC)

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### MODULE 24 – Incoterms – For Importers and Customs Brokers

- Lesson 1 History of International Commercial Terms (Incoterms)
- Lesson 2 Seller-Buyer Negotiation and Transaction Commitment (Purchase/Sale Contract)
- Lesson 3 Types of Incoterms
- Lesson 4 Seller and Buyer Obligations Common to All Incoterms
- Lesson 5 Passage of Risk Coincides with Delivery of Goods
- Lesson 6 Passage of Risk If Buyer Fails to Take or Accept Delivery
- Lesson 7 Arranging Primary Transportation and Contract of Carriage
- Lesson 8 Required Notices Between the Parties
- Lesson 9 Required Trade Term Citation Particulars

### MODULE 25 – U.S. Trade Remedies and Temporary Legislation

- Lesson 1 Temporary Legislation Resulting in Additional Duties
- Lesson 2 Section 201: The Escape Clause
- Lesson 3 Section 232: Safeguarding National Security
- Lesson 4 Section 301: Relief from Unfair Trade Practices