



Qualification Outline

FNS50215 Diploma of Accounting

The FNS50215 Diploma of Accounting is a full-time course, which requires 20 hours of college attendance per week. The qualification will be delivered over a period of 32 weeks (excluding holidays) based on four days of college attendance. Additional home-based study will be required.

Qualification units of competency

(6) Core Units

- FNSACC501 Provide financial and business performance information
- FNSACC502 Prepare tax documentation for Individuals
- FNSACC503 Manage budgets and forecasts
- FNSACC504 Prepare financial reports for corporate entities
- FNSACC506 Implement and maintain internal control procedures
- FNSACC507 Provide management accounting information

(5) Elective Units

- FNSACC301 Process financial transactions and extract interim reports
- BSBFIA401 Prepare financial reports
- FNSACC505 Establish and maintain accounting information systems
- FNSACC607 Evaluate business performance
- FNSBKG404A Carry out business activity and instalment activity statement tasks

Entry requirements

The FNS50215 Diploma of Accounting packaging rules state that there are no entry requirements into this qualification. ACBC requires students to have completed the NSW Higher School Certificate or its equivalent.

Graduates completing all components of the course and demonstrating competence in all units will be awarded a nationally recognised FNS50215 Diploma of Accounting which is currently in release 2. A nationally recognised Statement of Attainment will be issued where a student has withdrawn but has successfully completed part of the qualification or completes the course but does not demonstrate competency in all units.

Career Opportunities

On successful completion of this course, graduates have opportunities for employment in accounting job roles with duties such as introducing and maintaining accounting systems, maintaining internal control systems, preparing financial statements for a non-reporting entity, preparing tax returns, reporting on business performance and preparing accounting reports for management.

Recognition of Prior Learning

Recognition of prior learning acknowledges skills, knowledge and competencies obtained through:

- Formal training/study
- Work experience
- Life experience

Students are eligible to apply for RPL and an administration fee of \$450 per unit of competency applies depending on the evidence supplied by students seeking RPL. Full details of the application process can be acquired from the college's student administration.

Credit Transfer

ACBC recognises and grants credit transfer for nationally recognised units of competency issued by other RTOs. Full details of the application process can be acquired from the college's student services.

Language Literacy and Numeracy (LLN)

Students enrolling in this qualification will undertake an LLN test to determine the student's ability to engage in the course.

Mode of Delivery

This course is delivered face-to-face in a classroom based learning environment. This mode of delivery will combine theory-based material and practical tasks. The theory sessions are designed to explain the skills, knowledge and task that comprise the Diploma Accounting.

Assessment

Assessment methods for this course are a combination of written assignments, case studies; knowledge questioning, practical tasks and projects.

Quality of Training

"ACBC is responsible for the quality of the training and assessment being provided in this course and for the issuance of any AQF certificate".

Further Studies

Students wishing to pursue university after completing studies at ACBC can do so in conjunction with various universities and educational institutions. Graduates may be eligible for credit recognition.

Learning Resources

All equipment and resources are provided for students enrolling into this qualification including textbooks, learner guides, student handouts and assessment instructions at no cost. A list of prescribed textbooks will be given to students at orientation. Students have access to college computer labs and the Internet.

Facilities

The qualification is partially held in a designated classroom for lectures, tutorials and group work. For any work requiring computers, students will be able to use college laptops. There are also computer labs which can be utilised, with every student allocated their own workstation. These computers can also be used to access the Internet.

Work Placement Program

Students enrolled in the Diploma of Accounting course are offered an optional one day a week work-placement opportunity in terms 3 and 4, which is organised by our Work Placement Team.

Campus Locations

ACBC has three campuses located at:

- 149-151 George Street, Liverpool NSW
- Level 1, 85 George Street, Parramatta NSW

Both campuses are in the heart of the business district of their respective locations and no more than a five minute walk from the train station.

ACBC is a Registered Training Organisation (RTO) No. 90271.

For further information, please call 1300 COLLEGE or visit our website www.acbc.nsw.edu.au.