



FNS50217 Diploma of Accounting

The FNS50217 Diploma of Accounting is a full-time course, which requires 21 hours of college attendance per week. The qualification will be delivered over a period of 30 weeks (excluding holidays) based on three days of college attendance. Additional home-based study will be required.

ENTRY REQUIREMENTS

The FNS50217 Diploma of Accounting requires the completion of the following six units, or their equivalent, which constitute the requirements for the FNSSS00014 Accounting Principles Skill Set:

- FNSACC311 Process financial transactions and extract interim reports¹
- FNSACC312 Administer subsidiary accounts and ledgers
- FNSACC408 Work effectively in the accounting and bookkeeping industry
- FNSACC416 Set up and operate a computerised accounting system
- FNSTPB401 Complete business activity and instalment activity statements
- FNSTPB402 Establish and maintain payroll systems;

OR

Completion of FNS40615 Certificate IV in Accounting or equivalent;

OR

Completion of FNS40215 Certificate IV in Bookkeeping or equivalent

Australian Careers Business College (ACBC) requires students to have completed Year 11 of the NSW Higher School Certificate or its equivalent.

If a student does not have existing competence in the entry requirement units, they may undertake the six units at ACBC, prior to the commencement of the Diploma course. Achieving competence in all six units is required in order to commence the FNS50217 Diploma of Accounting. Students who wish to complete the six entry requirement units at ACBC, will be enrolled in the units separately and will be awarded a nationally recognised Statement of Attainment for successfully completing these units

QUALIFICATION

Graduates completing all components of the course and demonstrating competence in all units will be awarded a nationally recognised FNS50217 Diploma of Accounting. A nationally recognised Statement of Attainment will be issued, where a student has withdrawn but has successfully completed part of the qualification or completes the course but does not demonstrate competency in all units.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 and with suitable experience, graduates have opportunities for employment in roles including tax agents, accounts payable and accounts receivable officers, payroll service providers, and employees performing a range of accounting tasks for organisations in a range of industries.

www.acbc.nsw.edu.au / info@acbc.nsw.edu.au

 **1300 COLLEGE**



On-Campus mode Tuition Fee \$7,670.00
VET Student Loan max avail. \$5,171.00
Gap Tuition Fee: \$2,499.00

IMPORTANT: VET Student Loans will not be approved for students who do not meet eligibility requirements and a VET student loan gives rise to a HELP debt that continues to be a debt due to the Commonwealth until it is repaid.

CREDIT TRANSFER (CT)

Australian Careers Business College recognises and grants credit transfer for nationally recognised units of competency issued by other RTOs. Full details of the application process can be obtained from student services at the college

RECOGNITION OF PRIOR LEARNING (RPL)

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 obtained from student services at the college.

LANGUAGE LITERACY AND NUMERACY SKILLS (LLN)

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

MODE OF DELIVERY

The 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 tasks that comprise the FNS50217 Diploma of 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 certificates.

UNIVERSITY OPTIONS

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 50 credit points out of 240 from Western Sydney University.

LEARNING RESOURCES

All equipment and resources are provided for students enrolling into this course including textbooks, learner guides, student handouts and assessment instructions at no cost. Students have access to college laptops and also have access to the Internet.

FACILITIES

The qualification is held in a designated classroom for face-to-face lectures, training sessions, tutorials and group work. For any work requiring computers, students will be able to use college laptops. Each student will have a designated laptop allocated to them with the necessary software and access the Internet.

WORK PLACEMENT PROGRAM

Students enrolled in the FNS50215 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.

(6) CORE UNITS	➤ FNSACC511	Provide financial and business performance information
	➤ FNSACC512	Prepare tax documentation for individuals
	➤ FNSACC513	Manage budgets and forecasts
	➤ FNSACC514	Prepare financial reports for corporate entities
	➤ FNSACC516	Implement and maintain internal control procedures
	➤ FNSACC577	Provide management accounting information
(5) ELECTIVE UNITS	➤ BSBFIA401	Prepare financial reports
	➤ FNSACC505	Establish and maintain accounting information systems
	➤ FNSACC607	Evaluate business performance
	➤ BSBADM502	Manage Meetings
	➤ BSBWHS501	Ensure a safe workplace



AUSTRALIAN CAREERS
Business College
'Empowerment Through Education and Training'

CAMPUS LOCATIONS

The Liverpool campus is located in the heart of the local Business District and is no more than a seven minute walk from the train station and public transport.

➤ **28 MEMORIAL AVENUE LIVERPOOL NSW 2170**

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

The Australian Careers Business College is registered by Australian Skills Quality Authority (ASQA) to deliver selected Nationally Recognised Qualifications.