



ACCOUNTING

DOMESTIC STUDENTS



FNS50217 | Diploma of Accounting

This qualification reflects professional accounting job roles in financial services and other industries, 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. Individuals in these roles apply solutions to a range of often complex problems, and analyse and evaluate information from a variety of sources. They apply initiative to plan, coordinate and evaluate their own work and provide guidance to others within defined guidelines.

Licensing/Regulatory Information

Work functions in the occupational areas where this qualification may be used are subject to regulatory requirements. Refer to the FNS Financial Services Training Package Companion Volume Implementation Guide or the relevant regulator for specific guidance on requirements.

This qualification includes units that comprise an approved Tax Practitioner Board (TPB) course in Australian taxation law and commercial law, which are relevant for registration as a tax agent. Persons seeking registration with the TPB should check current registration requirements with the TPB, as registration requirements are reviewed regularly.

Location <small>Subject to change at the time of enrolment</small>	601 Bourke St, Melbourne, VIC 3000
Duration	52 weeks including holidays
Tuition Weeks	42 weeks
Delivery and Assessment mode	Face-to-face, combination of theory, practical and/or project assessments <ul style="list-style-type: none"> Completion of year 11 or equivalent. (Subject to the assessment and approval of Baxter Institute Admission team.) Applicants must be 18 years of age and above Successful completion of Pre-training review (PTR) LLN Level 5 Completion of the FNSSS00014 Accounting Principles Skill Set; OR Completion of FNS40615 Certificate IV in Accounting or equivalent ; OR Completion of FNS40215 Certificate IV in Bookkeeping or equivalent.
Entry requirements	

Work based training/ Work placement	NIL
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Possible pathways for further study	FNS60217 Advanced Diploma of Accounting
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Possible occupational outcomes	Accounts Payable Team Leader, Accounts Receivable Team Leader, Payroll Team Leader/Manager, Collections Supervisor
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Fees & Charges*	Skills First Funding	Full Fee for service
Tuition fee	\$0	\$6,800
Gov Contribution	\$3,900	\$0
Administration fee	\$0	\$200
Materials fee	\$350	\$450

Units of Competency

CORE:

FNSACC511	Provide financial and business performance information
FNSACC512	Prepare tax documentation for individuals ¹
FNSACC513	Manage budgets and forecasts
FNSACC514	Prepare financial reports for corporate entities*
FNSACC516	Implement and maintain internal control procedures
FNSACC517	Provide management accounting information

ELECTIVE:

FNSORG505	Prepare financial reports to meet statutory requirements
BSBLDR402	Lead effective workplace relationships
FNSACC505	Establish and maintain accounting information systems
BSBFIA401	Prepare financial reports
FNSACC311	Process financial transactions and extract interim reports

¹ Unit included in the Tax Practitioners Board approved course in Australian taxation law: FNSSS00008 Taxation Law for Tax Agents Skill Set (Tax documentation).

* Unit that has prerequisite:

Unit in this qualification	Prerequisite unit
FNSACC514 Prepare financial reports for corporate entities*	BSBFIA401 Prepare financial reports
	FNSACC311 Process financial transactions and extract interim reports



Quality Indicator Surveys

During studies, students may receive surveys. This helps Baxter towards continuously improving our training services and reporting our quality to the regulators. For students who enrol under the Skills First Program, please be advised that you may receive an invitation to participate in an NCVET survey, the Department's Annual Student Outcome Survey, Department endorsed project and or being contacted by the Department (or persons authorised by the Department) for audit or review purposes.

*Tuition fees and other course related fees are not subject to change once a student has enrolled. This training is delivered with Victorian and Commonwealth Government funding. Individuals with disabilities are encouraged to apply to access government subsidised training. Individuals must meet the eligibility criteria to access government funding. Government funded concessions applies to Skills First Funding Tuition Fee only. All equipment & resources are at student's expense