# Advanced Diploma of Accounting

## National Course Code: FNS60222 CRICOS Course Code: 111545K

## Duration: 78 Weeks

### Course Description

This qualification reflects the role of individuals working in accounting and seeking professional recognition, including tax agents, accounts managers and business analysts; and to employees performing a range of accounts management tasks for organisations in a range of industries. At this level individuals are expected to apply theoretical and technical skills in a range of situations and to display initiative and judgement in planning activities. They have autonomy in performing complex operations and can be responsible for planning, coordinating and evaluating the work of others within broad parameters.

### Licensing, legislative, regulatory or certification considerations

Work functions in the occupational areas where this qualification may be used are subject to regulatory requirements. Refer to 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.

### Entry Requirements

Prior to commencing this qualification an individual must have completed the following qualifications (or equivalent). FNS50222 Diploma of Accounting; or its superseded version FNS50217 Diploma of Accounting or equivalent, provided the listed elective unit BSBTEC402 Design and produce complex spreadsheets (or equivalent) has been completed by those seeking to enrol.

### Vocational Outcomes

Graduates with proper employability skills should be able to work as an Accountant, Financial Accounting Officer and Costing Project Manager.

### Target Group

The target group for this qualification includes candidates who wish to upgrade their Diploma of Accounting so they can ascend their career ladder as an Accountant, and/or progress to bachelor's degree. Students can build strong foundation in accounting and learn about financial management, auditing, management accounting, and taxation. This may include local and international student with Diploma of Accounting or equivalent qualification with some vocational experience.

### Delivery Modes

CIBT uses a blended learning methodology combining classroom-based learning with computer-mediated activities as studies show blended learning improves student's interaction and satisfaction as well as increase learning outcomes. Delivery involves 20 hours per week total tuition with 15 hours/week of classroom-based delivery on campus and for 5 hours/week students would be taking part in computer-mediated activities via online Learning Management System (MOODLE).

### Course Completion

Students obtaining a 'Competent' result for all the units in this qualification will achieve Advanced Diploma of Accounting. A statement of attainment will be issued only for the units in which a student has been found 'Competent'.

### Protection of Fee Paid in Advance

Tuition fee paid in advance by student is protected under commonwealth's Tuition Protection Service (TPS). TPS is a placement and refund service for international students. The TPS is like an insurance cover for fees paid in advance. It is a single mechanism to place students when a provider fails to meet obligations or as a last resort to provide refunds of unexpended prepaid tuition fees.

### Trainers and Assessors

All CIBT trainers/assessors are highly qualified and experienced. They have TAE40116 Certificate IV in Training and Assessment or its equivalent plus suitable industry experience along with the qualification to teach Advanced Diploma of Accounting.

### Assessments

Each unit will be assessed in at least 2 different ways unless otherwise required by the unit of competency. The assessment will be conducted through take home research, assignments, projects, case studies, demonstrations and presentation.

### Articulation & Pathways

Under mutual recognition the Advanced Diploma of Accounting qualification and statement of Attainment awarded by CIBT will be recognised by other RTOs Australia wide. Upon successful completion of the Advanced Diploma of Accounting students may be eligible for exemption in relevant undergraduate courses.

### RPL and Exemptions

RPL and credit transfer can be applied for at the time of enrolment or during the orientation. Students may be eligible to obtain credits for individual units as a result of experience gained in the relevant financial service sector or from previous training and education. A Fee is payable for assessing your RPL status. The information is available online in the student handbook or can be requested at the reception.

### Training and Other Facilities

CIBT trains and assesses its students from its campuses in Sydney City and Canberra which are fully equipped with required facilities including modern computer labs with internet access, data projectors & resources borrowing facility, printing & photocopy facility and a student common area.

### Course Structure

The 14 units of competency (3 Core and 11 Electives) are delivered throughout the 78 Weeks (54 weeks tuition and 24 weeks holiday). All units of competency must be completed to receive an Advanced Diploma of Accounting qualification.

| Unit Code | Unit Descriptions | Core/ Elective |
|---|---|---|
| FNSACC634 | Monitor corporate governance activities | Core |
| FNSINC611 | Apply economic principles to work in the financial services industry | Core |
| FNSINC612 | Interpret and use financial statistics and tools | Core |
| FNSACC523 | Manage budgets and forecasts | Elective |
| FNSACC526 | Implement and maintain internal control procedures | Elective |
| FNSACC521 | Provide financial and business performance information | Elective |
| FNSACC522 | Prepare tax documentation for individuals | Elective |
| FNSACC527 | Provide management accounting information | Elective |
| FNSACC524 | Prepare financial reports for corporate entities | Elective |
| FNSACC601 | Prepare and administer tax documentation for legal entities | Elective |
| FNSACC609 | Evaluate financial risk | Elective |
| FNSACC614 | Prepare complex corporate financial reports | Elective |
| FNSACC613 | Prepare and analyse management accounting information | Elective |
| FNSACC608 | Evaluate organisation's financial performance | Elective |