

“Contemporary Skills for a Contemporary workforce”

Study Location

Academies Australasia Polytechnic
Level 7, 628 Bourke St,
Melbourne, VIC 3000, Australia

RTO CRICOS Code

02439G

Course Name

Diploma of Accounting

Course TGA Code

FNS50215

Course CRICOS Code

091399G

Study Period (Including Holidays)

4 terms - 48 weeks (Study Period) +
4 weeks holiday period/study break
(TOTAL 52 weeks)

Contact Hours (per week)

International Students:

Minimum 20 hours/week

Study Requirements

Total 18 units:

15 core units & 3 electives

2017 Tuition Fee (AUD)

International Students:

AUD \$10,800

Administration Fee:

\$200 (1 program)

\$300 (2 or more programs)

Material Fee: AUD\$200

Building Swipe Card (Refundable)

AUD\$100

2017 Overseas Student Health Cover

\$690 / year (SINGLE)

2017 Intake Dates:

9 Jan, 10 Apr, 3 July, 25 Sept

2017 Mid-Term Intake Dates:

20 Feb, 15 May, 7 Aug, 30 Oct

2017 Annual Living Expenses

(Guide for International Students)

\$18,610 / year (estimate)

*Fees and Units may subject to change



FNS50215 DIPLOMA OF ACCOUNTING

Course Outline

The Diploma of Accounting provides the skills and knowledge required for professional accounting job roles in financial services and commercial administration. The primary pathway from this qualification is 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
- managing small teams
- developing business plans
- preparing accounting reports for management

Course Requirements

First 2 term covers core units of FNS40615 Certificate IV in Accounting

This Diploma is made up of 15 core and 3 elective units. See list show below:

Term	Code	Unit (Subject to change without notice)
1	BSBITU306A	Design and produce business documents
	FNSACC403B	Make decisions in a legal context
	FNSINC401A	Apply principles of professional practice to work in the financial services industry
2	BSBWHS201A	Contribute to health and safety of self and others
	FNSACC301A	Process financial transactions and extract interim reports
	FNSBKG404A	Carry out business activity and instalment activity statement tasks
	FNSACC404A	Prepare financial statements for non-reporting entities
	FNSACC406A	Set up and operate a computerised accounting system
3	BSBFIA401A	Prepare financial reports
	FNSACC503A	Manage budgets and forecasts
	FNSACC507A	Provide management accounting information
	FNSACC501A	Provide financial and business performance information
	FNSACC506A	Implement and maintain internal control procedures
4	FNSACC504A	Prepare financial reports for corporate entities
	BSBITU402A	Develop and use complex spreadsheets
	FNSINC602A	Interpret and use financial statistics and tools
	FNSINC601A	Apply economic principles to work in the financial services industry
	FNSACC502B	Prepare legally compliant tax returns for Individuals

Assessment and Fees

A range of assessment tasks will be undertaken which may include written reports, essays, assignments, case studies, tests, group projects, oral presentations and formal examinations. The course outline provides specific guidelines on assessments for this program.

Student Support

A range of student services will be available to enrolled students at AAPoly, including welfare and academic counselling and learning resource material. For further information contact the Academic Support Department at AAPoly.

Learning Facilities & Resources

AAPoly has a range of facilities and resources for students including computer labs, lounge areas, meeting rooms, access to city libraries as well as a library.

Further Information

The commencement of any program is always subject to funding and class sizes. While the information provided in this publication is correct at the time of going to press, AAPoly reserves the right to alter any course, procedure or fee. Students are advised to check for any amendments prior to enrolment.

Application Method

Submit an application form to:
Academies Australasia Polytechnic
Level 7, 628 Bourke St,
Melbourne, VIC 3000, Australia.
Form may be downloaded from
www.aapoly.edu.au

Course Enquiries

Academies Australasia Polytechnic
Level 7, 628 Bourke St,
Melbourne, VIC 3000, Australia.
Phone: +613 8610 4100
Email: enquiries@aapoly.edu.au

Career Opportunities

Types of job roles relevant to this qualification include:

- Accountant
- Office Manager
- Bookkeeper
- Accounting Supervisor

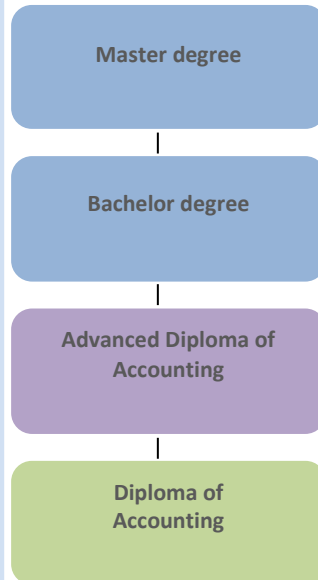


Recognition of Prior Learning

RPL assesses your current skills and knowledge against the learning outcomes of a course or units, regardless of how and where the learning occurred. Competencies may have been attained through: study, work experience and general life experience activities.

AAPoly is obliged to recognize the AQF qualifications and statements of attainment issued by other registered training organizations. For further details email : enquiries@aapoly.edu.au

AAPoly Pathway



Entry Requirements:

For International Students, the following are mandatory requirements:

- Be at least 18 years of age
- English level at IELTS 5.5 or above (with no bands lower than 5.0) or PTE Academic Score of 42 or higher (with no section lower than 36).
- Have successfully completed Australian Year 12 or equivalent.

For Domestic Students, direct applications are accepted.

- Have successfully completed Australian Year 12 or equivalent.
- Students without formal qualifications may submit a resume detailing working experience, supported by references from employers.



University Pathways



IN ASSOCIATION WITH



A FEDERATION UNIVERSITY PARTNER PROVIDER INSTITUTION

AAPoly – A FedUni Partner Provider Institution in Melbourne
FedUni CRICOS Provider Number 00103D