

To apply for courses as an international student, please complete the Enrolmer Form (International Student) with the required supporting documents.

# A FEW REASONS TO CHOOSE US

DYNAMIC TEAM

Education with service

NATIONALLY RECOGNISED QUALIFICATIONS

### **QUALITY TEACHING**

Passionate teachers who are professionals in their field

**EXCELLENT FACILITIES & STUDENT SUPPORT**Great learning environment

## DISCLAIMER

For the complete pre-enrolment information including current policies, procedures, fees, and eligibility regarding this course please refer to our website (www.sydneymetrocollege.edu.au) or contact one of our team members. Course information brochure may not be sufficient to make an enrolment decision.

# GET IN TOUCH

## SYDNEY CAMPUS

Level 2, 16-22 Wentworth Avenue, Surry Hills, NSW 2010, Australia TELEPHONE: +61 2 8937 0991, 1300 00 (4338) EMAIL: admissions@sydneymetrocollege.edu.au

## MELBOURNE CAMPUS

Level 5, 440 Elizabeth Street,
Melbourne, Victoria 3000, Australia
TELEPHONE: +61 3 9077 0758, 1300 00 (4338)
EMAIL: admissions@sydneymetrocollege.edu.au

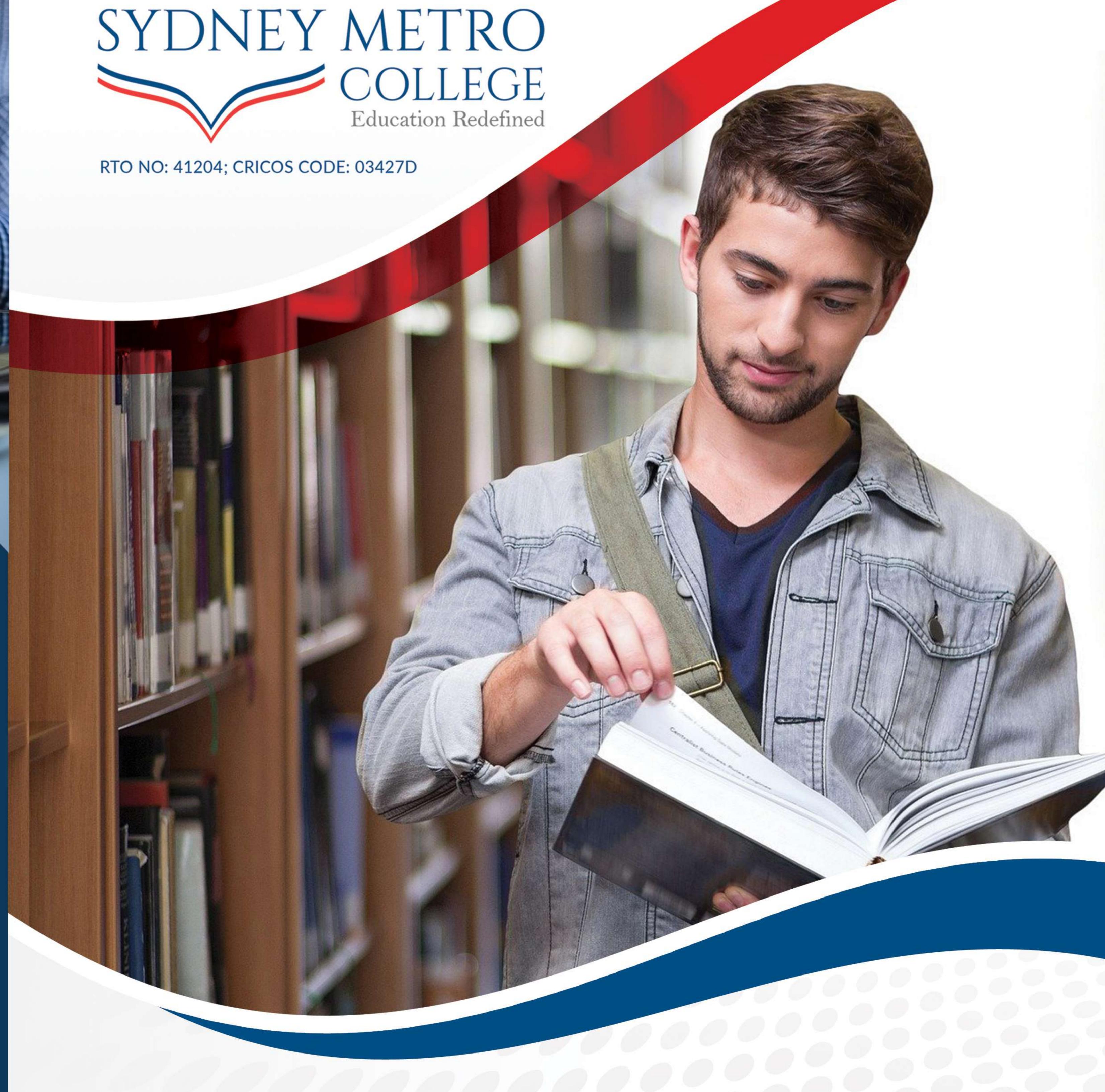
## EMAIL US AT:

admissions@sydneymetrocollege.edu.au marketing@sydneymetrocollege.edu.au

### VISIT:

www.sydneymetrocollege.edu.au





# ACCUNTING

Sydney Metro College (SMC) is a unique and dynamic vocational institution, situated at the heart of Sydney & Melbourne city, With an emphasis on quality learning opportunities to students, SMC is committed to the agenda of 'Education Redefined', so as to prepare students for challenging business and accounting careers in Australia and abroad.

### **ACCOUNTING**

Accounting qualifications reflect the roles of individuals who apply highly specialised knowledge and skills in the field of organisational learning and capability development. Individuals in these roles generate and evaluate complex ideas; they also initiate, design, and execute primary organisational learning and development functions. Typically, they would have full responsibility and accountability for the individual output and work of others. This qualification may apply to leaders and managers in an organisation where learning is used to build organisational capability.



### **ENTRY REQUIREMENTS**

- Students must be over 18 years of age,
- Student must have successfully completed Year 12 or higher in Australia or overseas
- Students must have either an IELTS score of 5.5 total or above with no band lower than 5.0 or equivalent.
- For direct entry to FNS50222 Diploma of Accounting, SMC entry requirements are as follows: Completion of all units in FNSSS00014 Accounting Principle Skill Set or FNS40222 Certificate IV in Accounting and Bookkeeping or FNS40622 Certificate IV in Accounting or equivalent or FNS40215 Certificate IV in Bookkeeping or equivalent.
- For direct entry to FNS60222 Advanced Diploma of Accounting, SMC entry requirements are as follows: Completion of both FNSSS00014 Accounting Principles Skill Set and FNSSS00015 Advanced Accounting Principles Skill Set or FNS50222 Diploma of Accounting or FNS50222 Diploma of Accounting.

### **PATHWAYS**

Potential employment options are accounting roles across a range of industries. Students who complete the certificate level course can continue their education in the FNS50222 Diploma of Accounting or other Diploma level qualifications. Students who complete a diploma can continue their education in the FNS60222 Advanced Diploma of Accounting or into a range of other Advanced Diploma level qualifications. Students who complete advanced diploma can continue their education in higher education qualifications.

### COURSE CREDIT

Students may apply for recognition of existing qualifications or skills, knowledge and experience (credit transfer or recognition of prior learning). The granting of course credit may affect course fees and the duration of the course. This process is outlined in the SMC Student Enrolment and Completion Policy and Associated Procedures and Training and Assessment Policy & Associated Procedures.

### **ACADEMIC YEAR/ START DATES**

Year/Teri	m	Term 1		Term 2			Term 3			Term 4		
	09 JAN	13 FEB	13 MAR	10 APR	15 MAY	12 JUN	10 JUL	14 AUG	11 SEP	09 OCT	13 NOV	11 DEC
2000	FNS40222											
2023	FNS50222											
	FNS60222											
Year/Terr	m	Term 1			Term 2			Term 3			Term 4	
	08JAN	12 FEB	11 MAR	08 APR	13 MAY	10 JUN	08 JUL	12 AUG	09 SEP	14 OCT	11 NOV	09 DEC
	FNS40222											
2024	FNS50222											
	FNS60222											

### **FNS40222 CERTIFICATE IV IN ACCOUNTING AND BOOKKEEPING**

	Competency	CRICOS COURSE CODE 109992E				
	FNSACC421 Pre	epare financial reports				
	FNSACC321 Process financial transactions and extract interim reports					
11	FNSACC322 Administer subsidiary accounts and ledgers					
	BSBTEC302 Design and produce spreadsheetsCore					
EMPLOYMENT	FNSACC426 Set up and operate a computerised accounting system					
OUTCOME	FNSTPB411 Complete business activity and instalment activity statements					
irst Line Supervisor in	FNSTPB412 Est	ablish and maintain payroll systems				
a Bank or	FNSACC418 Wo	rk effectively in the accounting and bookeeping industry				
Credit Union,	FNSACC414 Prepare financial statements for non-reporting entities					
Payroll Clerk	FNSACC412 Prepare operational budgets					
	BSBCRT411 Apply Critical thinking to work practices					
	BSBTEC404 Use digital technologies to collaborate in a work environment					
	FNSACC411 Prod	cess business tax requirements				

### **Fees/ Duration**

AUD 6,000 52 Weeks (Tuition fee)

AUD 100 Qualification (Course Material fee)

AUD 200 (Enrollment fee

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### **FNS50222 DIPLOMA OF ACCOUNTING**

	Competency	CRICOS COURSE CODE 111712M				
	FNSACC521	Provide financial and business performance information				
	FNSACC522	Prepare tax documentation for individuals				
66	FNSACC523	C523 Manage budgets and forecasts				
	FNSACC524 Prepare financial reports for corporate entities					
EMPLOYMENT	FNSACC526 Implement and maintain internal control procedures					
OUTCOME Assistant Accountants,	FNSACC527 Provide management accounting information					
	BSBTEC402	Design and produce complex spreadsheets				
Senior Financial Clerk,	FNSORG506	Prepare financial forecasts and projections				
Office Manager	FNSACC505	Establish and maintain accounting information systems				
	BSBOPS504	Manage business risk				
	BSBTWK401	Build and maintain business relationships				

### Fees/ Duration

AUD 6,000 52 Weeks (Tuition fee)

AUD 100 Qualification (Course Material fee)

AUD 200 (Enrollment fee)

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### **FNS60222 ADVANCE DIPLOMA OF ACCOUNTING**

	Competency	CRICOS COURSE CODE 111713k			
	FNSINC611	Apply economic principles to work in the financial services industry			
	FNSACC634	Monitor corporate governance activities			
	FNSINC612	Interpret and use financial statistics and tools			
	FNSORG602	2 Develop and Manage financial system			
"	FNSACC606	Conduct internal audit			
EMPLOYMENT.	FNSACC608	Evaluate organisation's financial performance			
EMPLOYMENT OUTCOME	FNSACC605	Implement organisational improvement programs			
Assistant Accountant,	FNSACC609	Evaluate financial risk			
Budget Officer	FNSINC612	Interpret and use financial statistics and tools			
	FNSACC614	Prepare complex corporate financial reports			
	BSBFIN601	Manage organisational finances			
	BSBSTR601	Manage innovation and continuous improvement			
	BSBLDR601	Lead and manage organisational change			
	FNSACC601	Prepare and administer tax documentation for legal entities			

### Fees/ Duration

AUD 12,000 104 Weeks (Tuition fee)

AUD 100 Qualification (Course Material fee)

AUD 200 (Enrollment fee)