

FACULTY OF FINANCE



CAMPUS: Main Campus

COURSES: FNS40217 Certificate IV in Accounting and Bookkeeping
FNS50217 Diploma of Accounting
FNS60217 Advanced Diploma of Accounting

ABOUT OUR FACULTY OF FINANCE



At Imagine Education Australia we pride ourselves on our Faculty of Finance with qualifications that are nationally recognised and from the Financial Services Training Package. We are committed to ensuring our finance students graduate with the skills and knowledge required for different jobs within the financial services industry in Australia. Our Faculty of Finance offers our Gold Coast students the option of progressing through qualification levels from Certificate IV level right through to Advanced Diploma level, so they can build on their knowledge and their career.

FNS40217 CERTIFICATE IV IN ACCOUNTING AND BOOKKEEPING



COURSE CODE:	FNS40217
CRICOS CODE:	097791F
COURSE LENGTH:	32 weeks
CAREER OUTCOMES:	Accounts supervisor; finance sector supervisor; bookkeeper/ BAS agent
ARTICULATION PATHWAY:	The primary pathway from this qualification is employment in accounting job roles. A further learning pathway utilising qualifications such as Diploma of Accounting would support career progression.
CAMPUS:	Main Campus

OVERVIEW

This course will give you a foundation in accounting and bookkeeping and will teach you crucial accounting skills, accounting software, and planning and gathering of information. Over your 32-weeks of study, you will learn a broad spectrum of skills such as creating financial reports, payroll, legal requirements, ATO forms and reports, and business documentation. You will learn how to operate some of Australia's leading accounting software packages, including student access to MYOB software while you are studying.

Once you have finished your qualification you may wish to further you study by choosing Imagine Education's Diploma of Accounting, or begin your career in such in-demand positions as payroll officer, accounts officer, bookkeeper, or taxation officer among others.

ENTRY REQUIREMENTS

Students need to be 15 years old and are required to have reading, writing and comprehension skills equivalent to Year 10 pass level to successfully complete the Certificate level courses.

Overseas students English Proficiency Level will be tested prior to the commencement of Vocational Education and Training Courses. Imagine Education Australia requires an IELTS 5.5 with no band less than 5, or equivalent (as determined by Imagine Education Australia).

Should you feel you may not possess these literacy skills or have not completed a formal leaving certificate please contact us to discuss support arrangements.

TIMETABLE

TUTORIAL DAY	RESEARCH DAY	DISTANCE EDUCATION
Wednesday 8:30am - 4:30pm	Day to be determined by your trainer; Monday, Tuesday, Thursday or Friday 8:30am - 4:30pm	5 hours per week

* Please note, course timetables are subject to change

FNS50217 DIPLOMA OF ACCOUNTING



COURSE CODE:	FNS50217
CRICOS CODE:	097792E
COURSE LENGTH:	29 weeks
CAREER OUTCOMES:	Assistant accountant; finance sector supervisor
ARTICULATION PATHWAY:	A learning pathway utilising qualifications such as Advanced Diploma of Accounting would support career progression.
CAMPUS:	Main Campus

OVERVIEW

This course builds on the basic accounting principles studied in the Certificate IV in Accounting and Bookkeeping course to more advanced concepts. You will learn how to maintain accounting information systems, report on business performance, and develop business plans. You will learn skills vital to accounting professionals such as workplace health and safety, budgets, spreadsheets, internal controls, payroll and tax documentation for individuals. Once you have graduated you may wish to use your Diploma as a pathway to an undergraduate qualification at an Australian university*, continue your study with Imagine Education's Advanced Diploma of Accounting, or begin your career in such roles as budget analyst, financial controller, or registered tax agent.

*This Diploma is a pathway to university but does not automatically qualify you for entrance into a university.

ENTRY REQUIREMENTS

Students need to be 15 years old and are required to have reading, writing and comprehension skills equivalent to Year 10 pass level to successfully complete the Certificate level courses.

Overseas students English Proficiency Level will be tested prior to the commencement of Vocational Education and Training Courses. Imagine Education Australia requires an IELTS 5.5 with no band less than 5, or equivalent (as determined by Imagine Education Australia).

Should you feel you may not possess these literacy skills or have not completed a formal leaving certificate please contact us to discuss support arrangements.

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.

TIMETABLE

TUTORIAL DAY	RESEARCH DAY	DISTANCE EDUCATION
Tuesday 8:30am - 4:30pm	Day to be determined by your trainer; Monday, Wednesday, Thursday or Friday 8:30am - 4:30pm	5 hours per week

* Please note, course timetables are subject to change

FNS60217 ADVANCED DIPLOMA OF ACCOUNTING



COURSE CODE:	FNS60217
CRICOS CODE:	097793D
COURSE LENGTH:	36 weeks
CAREER OUTCOMES:	Accounting manager; accounting assistant
ARTICULATION PATHWAY:	A further learning pathway could be study in relevant higher education programs.
CAMPUS:	Main Campus

OVERVIEW

Once you have successfully completed your Diploma of Accounting, you may wish to develop your accounting skills even more by choosing Imagine Education's Advanced Diploma of Accounting. Due to the advanced nature of concepts taught in this course that follow a logical progression from the more basic accounting principles and concepts taught at Diploma level, students must hold a Diploma of Accounting to enrol.

Over 36-weeks you will learn key areas of accounting and more advanced accounting concepts including financial statistics, corporate governance, internal auditing, managing accounting information, and tax documentation for legal entities.

ENTRY REQUIREMENTS

Students need to be 15 years old and are required to have reading, writing and comprehension skills equivalent to Year 10 pass level to successfully complete the Certificate level courses.

Overseas students English Proficiency Level will be tested prior to the commencement of Vocational Education and Training Courses. Imagine Education Australia requires an IELTS 5.5 with no band less than 5, or equivalent (as determined by Imagine Education Australia).

Should you feel you may not possess these literacy skills or have not completed a formal leaving certificate please contact us to discuss support arrangements.

Completion of both FNSSS00014 Accounting Principles Skill Set and FNSSS00015 Advanced Accounting Principles Skill Set; OR Completion of FNS50215 Diploma of Accounting; OR Completion of FNS50217 Diploma of Accounting.

TIMETABLE

TUTORIAL DAY	RESEARCH DAY	DISTANCE EDUCATION
Tuesday 8:30am - 4:30pm	Day to be determined by your trainer; Monday, Wednesday, Thursday or Friday 8:30am - 4:30pm	5 hours per week

* Please note, course timetables are subject to change

CONTACT US



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OUR COURSES

ENGLISH COURSES

056501E General English; 1 – 60 weeks
056499E IELTS Preparation; 1 – 12 weeks
057239F Young Learners English Program; 1 – 40 weeks
056502D High School Preparation; 60 weeks

BUSINESS, MARKETING & ACCOUNTING COURSES

BSB30120 Certificate III in Business; 22 weeks
BSB40120 Certificate IV in Business; 35 weeks
BSB40820 Certificate IV in Marketing and Communication; 32 weeks
BSB50120 Diploma of Business; 35 weeks
BSB50420 Diploma of Leadership and Management; 36 weeks
BSB50620 Diploma of Marketing and Communication; 32 weeks
BSB60420 Advanced Diploma of Leadership and Management; 32 weeks
BSB60520 Advanced Diploma of Marketing and Communication; 32 weeks
FNS40217 Certificate IV in Accounting and Bookkeeping; 32 weeks
FNS50217 Diploma of Accounting; 29 weeks
FNS60217 Advanced Diploma of Accounting; 36 weeks

AUTOMOTIVE COURSES

AUR30620 Certificate III in Light Vehicle Mechanical Technology; 60 weeks
AUR40216 Certificate IV in Automotive Mechanical Diagnosis; 36 weeks
AUR50116 Diploma of Automotive management; 30 weeks

CHILD CARE COURSES

CHC30113 Certificate III in Early Childhood Education and Care; 28 weeks
CHC50113 Diploma of Early Childhood Education and Care; 32 weeks

COMMUNITY SERVICES COURSES

CHC33015 Certificate III in Individual Support (Ageing); 27 weeks
CHC43015 Certificate IV in Ageing Support; 39 weeks
CHC43015 Certificate IV in Ageing Support (upgrade); 39 weeks

HOSPITALITY COURSES

SIT30816 Certificate III in Commercial Cookery; 40 weeks
SIT40516 Certificate IV in Commercial Cookery; 25 weeks
SIT50416 Diploma of Hospitality Management; 56 weeks
SIT50416 Diploma of Hospitality Management (Commercial Cookery) (upgrade); 27 weeks
SIT60316 Advanced Diploma of Hospitality Management; 51 weeks

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Imagine Education Australia Pty Ltd
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The information in this course guide was correct at time of printing (August 2021).

IMAGINE EDUCATION AUSTRALIA

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