



CERTIFICATE IV IN ACCOUNTING AND BOOKKEEPING FNS40217



INTAKE DATES¹

	2018	2019
TERM 1	05 February	04 February
TERM 2	30 April	29 April
TERM 3	23 July	22 July
TERM 4	15 October	14 October



CAMPUS AVAILABILITY¹

- Weekday - Bondi Junction
- Weekday & Weekend - Sydney CBD
- Weekday - Brisbane CBD
- Weekday - Melbourne CBD



COURSE LENGTH

Duration: 4 terms²
approximately 12 months



COURSE FEE³

\$7,800 (\$1,950 per term)

Application fee:
Student visa - \$250
Other visas - \$200

Workbook fee:
Free to download
or \$5 per subject for hard copy



ENTRY REQUIREMENTS

ACADEMIC - Australian Year 11 or equivalent, or Certificate III in a related field.

ENGLISH LANGUAGE PROFICIENCY⁴ - Successful completion of 10 weeks of General English at Upper Intermediate level (plus 80% attendance) at APC or at other approved providers or equivalent.



PATHWAYS⁵

Students who successfully complete the Certificate IV in Accounting may enter a Diploma of Accounting or other Diploma course at Australian Pacific College, and subsequently continue to our partner universities through our articulation pathways program.



COURSE OVERVIEW & STRUCTURE

This qualification reflects accounting job roles in financial services and other industries requiring accounting support functions.

Job roles

- bookkeeper
- BAS officer

ASSESSMENT

All vocational courses are assessed through a combination of assessment types that may include examinations, essays, reports, group tasks, portfolios and/or presentations.

12 SUBJECTS

Financial Transactions	Accounting Industry
Business Documents	Business Activity Statements
Financial Reports	Payroll
Subsidiary accounts	Computerised Accounting Systems
Business Tax	Financial Statements
Budgets	Accounting in the Cloud

MODE OF DELIVERY

International students: Face-to-face (up to 33% may be delivered online or by distance)

Local students: Face-to-face, online, distance, workplace or blended delivery modes are available.

¹Course and campus availability subject to demand.

²One term = 12 weeks (9 weeks study & 3 weeks course break). Please note the Christmas/New Year break is 7 weeks.

³Promotional fees may be applicable from time to time. Please contact us for further details.

⁴For a free assessment of your current English level, please go to www.apc.edu.au/applications/#entry-tests

⁵For more information about our University and other articulations, please visit www.apc.edu.au/courses/vocational-further-study-pathways/

⁶Third term subjects are timetabled as 3 face-to-face.