Certificate IV in Financial Services
Accounting
FNS40604

Qualification Rules

You must complete 13 units of competency
4 industry core units, 6 sectoral core units plus 3 elective units
Of the 3 elective units, up to 2 units may be selected from a certificate III level and up to 2 units may be selected from a diploma qualification.

UNITS OF COMPETENCY

CODE	TITLE
	INDUSTRY CORE UNITS
FNSICIND401B	Apply principals of professional practice to work in the financial services industry
FNSICGEN301B	Communicate in the workplace
FNSICGEN302B	Use technology in the workplace
FNSICGEN304B	Apply health and safety practices in the workplace
	SECTORAL CORE UNITS
FNSACCT401B	Process business tax requirements
FNSACCT402B	Produce job costing information
FNSACCT403B	Prepare operational budgets
FNSACCT404B	Make decisions within legal context
FNSACCT405B	Prepare financial statements
FNSACCT406B	Maintain assets and inventory records
	ELECTIVE UNITS – THREE TO BE COMPLETED
FNSACCT407B	Set up and operate a computerised accounting system
BSBADM408A	Prepare financial reports
FNSICACC401B	Evaluate and authorise payment requests
Only two of the following units may be chosen	
*BSBCMN308A	Maintain financial records
FNSICACC301B	Administer accounts payable
FNSICACC307B	Reconcile and monitor accounts receivable

*This unit is a prerequisite for FNSACCT407B Set up and operate a computerised accounting system

Cost: $2,500 – Payment options are available
Training Delivery: The training can be delivered in a variety of ways including self paced trainer facilitated, supported distance and trainer led.
Traineeship: Employers may be eligible for Commonwealth funding.

NATIONALLY RECOGNISED TRAINING

Contact: Phone: 47 23 1666 Fax: 4723 1150 Email: enquiries@jobtrain.com.au Web: www.jobtrain.com.au
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