Got the Skills?

Get the Recognition for course 11338
Accounting (Certificate IV)

You don't need to study what you already know! The skills, knowledge and experience you have gained from your previous learning, work experience and life in general may be taken into account. This is called recognition.

To apply for credit in one or more units you must clearly show that you have the equivalent and relevant skills, knowledge and experience of the unit or group of units.

Complete the relevant unit forms below, include your evidence and attach the Enrolment Adjustment Recognition form. Place this on top of your completed application as a cover sheet.

Keep a copy of all completed forms for your records.

Recognition for Unit of Competency forms

FNSACC302A – Administer subsidiary accounts and ledgers
FNSINC401A – Apply principles of professional practice to work in the financial services industry
FNSBKG404A – Carry out business activity and instalment activity statement tasks
BSBOHS303B – Contribute to OHS hazard identification and risk assessment
BSBITU306A – Design and produce business documents
FNSBKG405A – Establish and maintain a payroll system
FNSACC405A – Maintain inventory records
FNSACC403A – Make decisions in a legal context
BSBFIA401A – Prepare financial reports
FNSACC404A – Prepare financial statements for non-reporting entities
FNSACC402A – Prepare operational budgets
FNSACC301A – Process financial transactions and extract interim reports
FNSACC406A – Set up and operate a computerised accounting system

Can't find the form you are looking for or need more help? Contact the Recognition Desk