Got the Skills?
Get the Recognition for course 19194 Accounting (Advanced Diploma)

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

BSBADM308A - Process payroll
BSBADM408A - Prepare financial reports
BSBCMN214A - Create and use simple spreadsheets
BSBCMN308A - Maintain financial records
FNSICACC304B - Prepare Bank Receipts
FNSICACC306B - Process journal entries
FNSICGEN305B - Maintain daily financial/business records
FNSICGEN302B - Use technology in the workplace
FNSICGEN301B - Communicate in the workplace
FNSICGEN304B - Apply health and safety practices in the workplace
FNSACCT407B - Set up and operate a computerised accounting system
FNSICIND301B - Work in the financial services industry
FNSICIND401B - Apply principles of professional practice to work in the financial services industry
FNSACCT401B - Process business tax requirements
FNSACCT402B - Produce job costing information
FNSACCT403B - Prepare operational budgets
FNSACCT404B - Make decisions in a legal context
FNSACCT503B - Manage budgets and forecasts
FNSACCT507B - Provide management accounting information

FNSACCT405B - Prepare financial statements
FNSACCT406B - Maintain asset and inventory records
FNSACCT502B - Prepare income tax returns
FNSACCT504B - Prepare financial reports for a reporting entity
FNSACCT505B - Establish and maintain accounting information systems
FNSACCT506B - Implement and maintain internal control procedures
FNSACCT608B - Evaluate organisation's financial performance
FNSICORG503B - Develop an operational plan

FNSACCT601B - Prepare complex tax returns and lodgements
FNSACCT604B - Monitor corporate governance activities
FNSACCT609B - Evaluate financial risk
FNSACCT613B - Prepare and analyse management accounting information
BSBADM404A - Develop and use complex spreadsheets