

FNS50215 Diploma of Accounting– UNIT CHOOSER FORM

Trainee Name: _____

Date: _____

CORE Units (6 out of 6 to be marked)	RPL or Credit Transfer (CT) or Study Unit – please tick your preference		
FNSACC501 Provide financial and business performance information	RPL <input type="checkbox"/>	CT <input type="checkbox"/>	Study Unit <input type="checkbox"/>
FNSACC502 Prepare tax documentation for individuals	RPL <input type="checkbox"/>	CT <input type="checkbox"/>	Study Unit <input type="checkbox"/>
FNSACC503 Manage budgets and forecasts	RPL <input type="checkbox"/>	CT <input type="checkbox"/>	Study Unit <input type="checkbox"/>
* FNSACC504 Prepare financial reports for corporate entities	RPL <input type="checkbox"/>	CT <input type="checkbox"/>	Study Unit <input type="checkbox"/>
FNSACC506 Implement and maintain internal control procedures	RPL <input type="checkbox"/>	CT <input type="checkbox"/>	Study Unit <input type="checkbox"/>
FNSACC507 Provide management accounting information	RPL <input type="checkbox"/>	CT <input type="checkbox"/>	Study Unit <input type="checkbox"/>
ELECTIVE Units (5 out of 5 to be marked. * First two below are compulsory electives as they are pre-requisites to FNSACC504 above)			
* BSBFIA401 Prepare financial reports	RPL <input type="checkbox"/>	CT <input type="checkbox"/>	Study Unit <input type="checkbox"/>
* FNSACC301 Process financial transactions and extract interim reports	RPL <input type="checkbox"/>	CT <input type="checkbox"/>	Study Unit <input type="checkbox"/>
BSBLDR402 Lead effective workplace relationships	RPL <input type="checkbox"/>	CT <input type="checkbox"/>	Study Unit <input type="checkbox"/>
FNSACC505 Establish and maintain accounting information systems	RPL <input type="checkbox"/>	CT <input type="checkbox"/>	Study Unit <input type="checkbox"/>
BSBITU402 Develop and use complex spreadsheets What version of Word/Excel do you use? <input type="checkbox"/> 2007 <input type="checkbox"/> 2010 <input type="checkbox"/> 2013	RPL <input type="checkbox"/>	CT <input type="checkbox"/>	Study Unit <input type="checkbox"/>

*With the exception of those marked with an *, two of the above electives listed can be replaced with any of the units offered in our Certificate IV in Bookkeeping or Accounting topics (see website fact sheets for choices). You may write these above if required. The TPB units of FNSBKG404 and FNSBKG405 may be preferred.