



Educating for Excellence

FNS30322 Certificate III in Accounts Administration

Term 2, 2024 Timetable

Term	Date	Week	Unit of Competency	Unit Code	Assessment Submission Due Date
B3, Term 2 2024	15/04/2024	1	Administer subsidiary accounts and ledgers	FNSACC322	05/05/2024
	22/04/2024	2			
	29/04/2024	3			
	06/05/2024	4	Process financial transactions and extract interim reports	FNSACC321	19/05/2024
	13/05/2024	5			
B4, Term 2 2024	20/05/2024	6	Administer fixed asset register	FNSORG301	02/06/2024
	27/05/2024	7			
	03/06/2024	8	Organise personal work priorities	BSBPEF301	09/06/2024
	10/06/2024 4	9	Conduct business activities using a computerised accounting system	FNSACC314	16/06/2024
Term Break (17/06/2024-14/07/2024) - 4 Weeks					



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FNS40222 Certificate IV in Accounting and Bookkeeping

Term 2, 2024 Timetable

Term	Date	Week	Unit of Competency	Unit Code	Assessment Submission Due Date
B3, Term 2 2024	15/04/2024	1	Complete business activity and instalment activity statements	FNSTPB411	19/05/2024
	22/04/2024	2			
	29/04/2024	3			
	06/05/2024	4			
	13/05/2024	5			
B4, Term 2 2024	20/05/2024	6	Prepare financial statements for non-reporting entities	FNSACC414	02/06/2024
	27/05/2024	7			
	03/06/2024	8	Process business tax requirements	FNSACC411	16/06/2024
	10/06/2024	9			
Term Break (17/06/2024-14/07/2024) - 4 Weeks					



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FNS50222 Diploma of Accounting					
Term 2, 2024 Timetable					
Term	Date	Week	Unit of Competency	Unit Code	Assessment Submission Due Date
B3, Term 2 2024	15/04/2024	1	Provide financial and business performance information	FNSACC521	19/05/2024
	22/04/2024	2			
	29/04/2024	3			
	06/05/2024	4			
	13/05/2024	5			
B4, Term 2 2024	20/05/2024	6	Provide management accounting information	FNSACC527	16/06/2024
	27/05/2024	7			
	03/06/2024	8			
	10/06/2024	9			
Term Break (17/06/2024-14/07/2024) - 4 Weeks					



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FNS60222 Advanced Diploma of Accounting

Term 2, 2024 Timetable

Term	Date	Week	Unit of Competency	Unit Code	Assessment Submission Due Date
B3, Term 2 2024	15/04/2024	1	Prepare and administer tax documentation for legal entities	FNSACC601	19/05/2024
	22/04/2024	2			
	29/04/2024	3			
	06/05/2024	4			
	13/05/2024	5			
B4, Term 2 2024	20/05/2024	6	Implement tax plans and evaluate tax obligations	FNSACC603	16/06/2024
	27/05/2024	7			
	03/06/2024	8			
	10/06/2024	9			
Term Break (17/06/2024-14/07/2024) - 4 Weeks					