

Programme Name	Certificate IV in Accounting
Programme Description	This programme introduces students to the various aspects of accounting. Students will be introduced to accounting for budgeting, inventories, payroll, accounts payable, accounts receivable and taxation. The programme offers a hands-on familiarization to computerized accounting system. This programme equips students to gain practical knowledge of the various aspects of finance roles.
Majors	Accounting
Minimum Requirements	Pass in year 12
Programme Type	Certificate

College of Business, Hospitality & Tourism Studies

CERTIFICATE IV IN ACCOUNTING

Program Structure - with effect from 01 January, 2017

	Unit Code	Unit Name	Credit Points
	Core Units:		
1	ACC402	Foundation Accounting I	14
2	ACC403	Foundation Accounting II	14
3	ACC405	Inventory Management and Control	14
4	ACC406	Accounts Receivable and Credit Control	14
5	ACC409	Debt and Supply Chain Management	14
6	ACC408	Accounting for Payroll and Tax	14
7	ACC501	Computerized Accounting	16
8	MTH404	Foundation Maths I	10
9	ACC407	Budget Process	14
10	COM501	Communication Literacy	12
Total Credit Points			136