

Program Name	Certificate IV in Banking
Program Description	This program will equip students with the hands on knowledge of Teller Operations, Telling Tools, Bank Services and Procedures and Bank Security. Also equip with basic and important knowledge of the Finance sector of Fiji including the Banks, Insurance companies, Reserve Bank of Fiji, Ministry of Economy, and Accounting firms.
Majors	Banking
Minimum Requirements	Pass in Year 12, with 50% or more marks in English There are no Pre-Requisites for Cert IV Courses
Program Type	Certificate

Course Code	Course Name	Credit Points
	Core Courses:	
	Year 1: Semester 1	
BNK401Sem (pre req:none)	New Accounts Procedures & Accounts Maintenance	12
BNK403 Sem (pre req:none)	Processing Transactions	12
MTH411 Sem (pre req:none)	Introduction to Probability and Statistics	12
ECN404 Sem (pre req:none)	Principles of Microeconomics	12
ACC410 Sem (pre req:none)	Accounting for Sole Trader and Partnership	12
	Credit Points	60
	Year 1: Semester 2	
BNK402 Sem (pre req:none)	Handling Cash	12
ACC411 Sem (pre req:none)	Accounting for Companies	12
ACC408 Sem (pre req:none)	Accounting for Payroll & Tax	12
ECN405 Sem (pre req:none)	Principles of Macroeconomics	12
COM408 Sem (pre req:none)	Professional Communication	12

	Credit Points	60
	Total Credit Points	120
DIA Directed Industrial Attachment 2 months : Assisting with Employment after passing 50% of the courses		