

Certificate IV in Accounting and Bookkeeping FNS40217 | C4-BT12

Semester 2, 2021 Timetable – 26 July – 3 December 2021

Mid Semester Break: Monday 20 September to Friday 1 October 2021

CIT Campus: CIT Reid

TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
9:00am					
9:30am			9:30 am to 11:30 am COMP 222 Develop and Use Complex Spreadsheets Weeks 3 to 15	9:30 am to 11:30 am COMP 386 Set Up and Operate a Computerised Accounting System Weeks 1 to 17	9:30 am to 11:30 am ACCT 444 Complete business activity and instalment activity statements Weeks 1 to 12
10:00am					
10:30am					
11:00am					
11:30am					
12:00pm	12:00 pm to 2:00 pm COMP 383 Introduce cloud computing into business operations Weeks 9 to 17		12:00 pm to 2:00 pm ACCT 230 Prepare financial reports Weeks 1 to 6	12:00 pm to 2:00 pm ACCT 446 Work effectively in the accounting and bookkeeping industry Weeks 1 to 8	12:00 pm to 2:00 pm ACCT 230 Prepare financial reports Weeks 1 to 6
12:30pm			9:12:00 pm to 2:00 pm ACCT 446 Prepare Financial Statements for Non-Reporting Entities Weeks 7 to 17	12:00 pm to 2:30 pm ACCT 445 Establish and maintain payroll systems Weeks 9 to 17	12:00 pm to 2:00 pm ACCT 446 Prepare Financial Statements for Non-Reporting Entities Weeks 7 to 17
1:00pm					
1:30pm					
2:00pm					
2:30pm					

Note: EVERY TIME the subject in which you are enrolled is listed above you need to attend class.

This timetable may change. Classes are only available if numbers permit. Classes are filled on a first come first served basis.

There will be a two-week holiday between Monday 20 September to Friday 1 October 2021

Textbooks are required to be purchased for most subjects within the Certificate IV in Accounting and Bookkeeping (FNS40217)

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For assistance, contact CIT Student Services on (02) 6207 3188 or infoline@cit.edu.au

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TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
4:00pm					
4:30pm					
5:00pm					
5:30pm	5:30 pm to 7:30 pm ACCT 230 Prepare financial reports Weeks 1 to 6	5:30 pm to 7:30 pm COMP 386 Set Up and Operate a Computerised Accounting System Weeks 1 to 17	5:30 pm to 7:30 pm ACCT 230 Prepare financial reports Weeks 1 to 6		
6:00pm					
6:30pm	5:30 pm to 7:30 pm ACCT 446 Prepare Financial Statements for Non-Reporting Entities Weeks 7 to 17		5:30 pm to 7:30 pm ACCT 446 Prepare Financial Statements for Non-Reporting Entities Weeks 7 to 17		
7:00pm					
7:30pm					
8:00pm					
8:30pm					

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