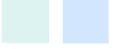


SoA: Accounting Principles Skill Set | FNSSS00014 | SA-BT14

Reid Campus

Semester 2

29 July – 6 December 2024

	Monday	Tuesday	Wednesday	Thursday	Friday
Weeks 1 - 13					
Morning	<p>Weeks 1 – 17 10:00 - 12:30 pm Set up and operate computerised accounting systems Room B207</p>	<p>Weeks 1 – 13 9:30 - 12:30 pm ‘Introductory Accounting’ 2 subjects (see reverse) Room B201</p>	<p>Weeks 1 – 17 10:00 - 12:00 pm Establish and maintain payroll systems Room B207</p>	<p>Weeks 1 – 13 9:30 - 12:30 pm ‘Introductory Accounting’ 2 subjects (see reverse) Room B201</p>	<p>Weeks 1 – 17 10:00 - 12:00 pm Complete business activity and instalment activity statements Room B201</p>
Afternoon			<p>Weeks 1 – 8 12:30 - 2:30 pm Prepare financial reports Room B207</p>		<p>Weeks 1 – 8 12:30 - 2:30 pm Prepare financial reports Room B207</p>
Weeks 14 – 17					
Morning	<p>Weeks 1 – 17 Continued from weeks 1 -13 10:00 - 12:30 pm Set up and operate computerised accounting systems Room B207</p>		<p>Weeks 1 – 17 Continued from weeks 1 -13 10:00 - 12:00 pm Establish and maintain payroll systems Room B207</p>		<p>Weeks 1 – 17 Continued from weeks 1 -13 10:00 - 12:00 pm Complete business activity and instalment activity statements Room B207</p>
Afternoon		<p>Weeks 10 – 17 1:00 - 3:00 pm Work effectively in the accounting and bookkeeping industry Room B207</p>			<p> Attend both days</p>

All subjects are available as Flexible Learning. Please contact Julie Stanker at infoline@cit.edu.au for more information.

Note: This timetable may change.

Sessions may change or be cancelled depending on internal/external circumstances.

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

Additional Information

Enrolment Information | Course Reference Numbers (CRNs)

Flexible Learning Available. Contact Julie Stanker at infoline@cit.edu.au for more information.

Subjects	National ID and Subject Codes	CRNs	Class Dates
'Introductory Accounting' (Please enrol in BOTH subjects) Process financial transactions & extract interim reports Administer subsidiary accounts and ledgers	FNSACC321 ACCT 458 FNSACC322 ACCT 459	50080 50081	Tues Thurs 30 Jul – 7 Nov
Set up and operate computerised accounting systems	FNSACC426 ACCT 463	50103	Mon 29 Jul – 2 Dec
Work effectively in the accounting and bookkeeping industry Only enrol if not completed	FNSACC418 ACCT 461	50104	Tues 15 Oct – 2 Dec
Establish and maintain payroll systems	FNSTPB412 ACCT 475	50098	Wed 31 Jul – 4 Dec
Prepare financial reports	FNSACC421 ACCT 462	50100	Wed Fri 31 Jul – 22 Sept
Complete business activity and instalment activity statements	FNSTPB411 ACCT 474	50099	Fri 2 Aug – 20 Sept

Student Calendar | SEMESTER 2

Week No.	Date Commencing	Information
1.	29 Jul – 2 Aug	Term 3 Classes Start
2.	5 – 9 Aug	Class in session
3.	12 – 16 Aug	Class in session
4.	19 – 23 Aug	Class in session
5.	26 – 30 Aug	Class in session
6.	2 – 6 Sept	Class in session
7.	9 – 13 Sept	Class in session
8.	16 – 20 Sept	Class in session
9.	23 – 27 Sept	Class in session
Term Break Monday 30 September – Friday 11 October		
10.	14 – 18 Oct	Term 4 Classes Start
11.	21 – 25 Oct	Class in session
12.	28 Oct – Nov 1	Class in session
13.	4 – 8 Nov	Class in session
14.	11 – 15 Nov	Class in session
15.	18 – 22 Nov	Class in session
16.	25 – 29 Nov	Class in session
17.	2 – 6 Dec	Class in session

Subject and Student Support

Mondays 9:00 – 1 pm (virtual)
Thursdays 3:00 – 6 pm (face-to-face)
Fridays 10:00 – 12 pm (virtual or face-to-face)
To book an appointment contact Julie Stanker at infoline@cit.edu.au or via eLearn.

Flexible Learning Available

To learn more about Flexible Learning please visit https://cit.edu.au/study/flexible_learning
To book a Flex Session contact Julie Stanker at infoline@cit.edu.au for more information.

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