

STATEMENT OF ATTAINMENT IN **BAS AGENT REGISTRATION** **SKILL SET**

NATIONAL CODE: FNSSS00004

Are you up to date with the new BAS Agent registration requirements?

Under new Tax Practitioners Board regulations, bookkeepers who wish to act as a BAS Agent are now required to have completed a board approved course in basic GST/BAS taxation principles.

If you have already completed a Certificate IV in Financial Services (Accounting) or (Bookkeeping) it is likely that this competency was not included in your qualification.

To help you meet the new regulations, TAFE NSW Northern Sydney is offering a nationally recognised online course.



COURSE DELIVERY: ONLINE

This is an online course. You have up to 6 months to complete the course and have access to an industry qualified teacher. You will be required to complete one written test.

A dedicated online teacher manages the learning environment, communicates with students, supports student learning and provides feedback on work submitted.

COURSE FEE

\$479

The course fee includes the textbook, "Carry out business instalment activity statement tasks".

RECOGNITION OF PRIOR LEARNING

TAFE NSW recognises the skills and knowledge you have gained in other courses, life experience or at work. You may be able to have your prior learning recognised and credited towards a course of study.

For further general information call **131 674** or go to tafensw.edu.au/get-started-at-tafe-nsw/recognition-of-prior-learning.

COURSE STRUCTURE

Statement of Attainment
Course Code: FNSSS00004R1

This course covers the following units:

- + FNSBKG404 Carry out business activity and instalment activity statement tasks
- + FNSBKG405 Establish and maintain a payroll system

Undertaking this course will ensure that your qualification is up to date and satisfies the educational requirements to act as a BAS Agent.

Connect with us!



 tafensw.edu.au  Phone 131 601

TAFE^{NSW}

RTO Provider Number 90011 | CRICOS Provider Code: 00591E | 170050

WHAT WILL BE COVERED?

FNSBKG404 Carry out business activity and instalment activity statement tasks:

- + Accurately categorise the inputs and outputs of the business
- + Identify individual compliance and other requirements
- + Recognise and apply GST implications and code transactions
- + Extract the relevant data required from the financial records of the business, including payroll activities
- + Complete the preparatory GST worksheet
- + Report on other amounts withheld, pay as you go (PAYG) instalments and taxes
- + Prepare and reconcile the Business Activity Statement (BAS)
- + Prepare and reconcile an Instalment Activity Statement (IAS) for an individual
- + Lodge activity statements

FNSBKG405 Establish and maintain a payroll system:

- + Interpret and apply relevant legislative requirements
- + Calculate and input data into payroll systems
- + Comply with organisational guidelines relating to security and confidentiality of information

THE BENEFITS OF OUR ONLINE CERTIFICATE

+ ONLINE

Fit study around your work and lifestyle.

+ RECOGNITION OF PRIOR LEARNING

Get your prior learning or experience credited towards a course of study.

+ TAFE PLUS

Fast-tracked program for individuals or customised training.

FEES AND ASSISTANCE

When you enrol you will need to pay a student fee, unless you qualify for a full fee exemption. The student fee will vary depending on the course you choose, whether the course is government subsidised and what level of subsidy you are eligible for.

For more information, visit [tafensw.edu.au/get-started-at-tafe-nsw/payment-options-and-assistance](https://www.tafensw.edu.au/get-started-at-tafe-nsw/payment-options-and-assistance)

TERMS AND CONDITIONS


This document is intended as a general guide only. TAFE NSW reserves the right to alter any courses or admission requirements herein without any further notice.


For more information about fees, refunds, payment options etc., please refer to the section 'Get started at TAFE NSW' on the TAFE website:

[tafensw.edu.au/get-started-at-tafe-nsw](https://www.tafensw.edu.au/get-started-at-tafe-nsw).

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ENROL NOW**



 [tafensw.edu.au](https://www.tafensw.edu.au)

 Phone 131 601