This course provides competencies within taxation and law that may assist in meeting the TPB requirements when applying for tax agent’s registration.

The TPB has set specific educational and experience requirements for registration of tax agents that must be met. The Northern Sydney Institute has designed the TPB course in order to satisfy these requirements.

Applicants must apply for registration and gain advice from the TPB prior to enrolment as The Northern Sydney Institute does not provide advice for this purpose.

This course covers the following units:

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>FNSACC502</td>
<td>Prepare tax documentation for individuals</td>
</tr>
<tr>
<td>FNSACC601</td>
<td>Prepare and administer tax documentation for legal entities</td>
</tr>
<tr>
<td>FNSACC603</td>
<td>Implement tax plans and evaluate tax obligations</td>
</tr>
<tr>
<td>FNSACC604</td>
<td>Monitor corporate governance activities</td>
</tr>
<tr>
<td>FNSTPB503</td>
<td>Apply legal principles in contract and consumer law</td>
</tr>
<tr>
<td>FNSTPB504</td>
<td>Apply legal principles in corporations and trusts law</td>
</tr>
<tr>
<td>FNSTPB505</td>
<td>Apply legal principles in property law</td>
</tr>
</tbody>
</table>

**INVESTMENT**

$690 per unit.

**DELIVERY**

This course is offered fully online or by flexible delivery. Class attendance is not compulsory but students must sit supervised tests at Meadowbank Campus. If outside 100km radius of the Meadowbank Campus, students must organise their own private independent supervision for tests. The Northern Sydney Institute does not accept responsibility for any additional costs incurred as a result of private supervision tests.
COURSE STRUCTURE

FNSACC502  Prepare tax documentation for individuals
- prepare non-complex income tax returns for individuals in accordance with statutory requirements
- encompasses gathering and verifying data
- calculating taxable income and reviewing compliance.

FNSACC601  Prepare and administer tax documentation for legal entities
- identify taxation requirements for complex lodgments and returns
- gather, analyze and process taxation related data to prepare tax documentation, and apply compliance requirements
- Taxation of companies, trusts, partnerships, superannuation funds and fringe benefits tax.

FNSACC603  Implement tax plans and evaluate tax obligations
- assess taxation liabilities
- optimise tax positions
- establish processes and plans
- evaluate tax policies
- review tax compliance.

FNSACC604  Monitor corporate governance activities
- research corporate governance reporting trends
- examine corporate governance standards and practices
- review compliance to develop and implement processes and procedures for meeting corporate governance obligations.

FNSTPB503  Apply legal principles in contract and consumer law
- research and analyse legal principles and issues
- apply knowledge to provide advice to clients

FNSTPB504  Apply legal principles in corporation and trusts law
- research and analyse legal principles and issues
- apply knowledge to provide advice to clients

FNSTPB505  Apply legal principles in property law
- research and analyse legal principles and issues
- apply knowledge to provide advice to clients

NOTE
» To provide tax practitioner services in Australia, tax agents must meet the requirements of and be register with the Tax Practitioner’s Board.

TAFE NSW courses commence only if there are sufficient resources and demand. Every effort was made to ensure this information was accurate as at August 2016. Changes may have taken place since that time. Contact the Northern Sydney Institute, part of TAFE NSW to confirm course details and availability.

CONTACT US FOR MORE INFORMATION

(02) 9448 4518  nsi.onlinecourses@tafensw.edu.au
nsi.edu.au/studyonline