

Faculty of Accounting and Finance		
Tax Practitioners Board Approved Course Fees for S2/2015		
Course name	National Code	Textbooks/ Resources
Tax Agent Registration		
Tax Agent Registration Income Tax Units		
Prepare legally compliant tax returns for individuals	FNSACC502B	Prepare Legally Compliant Tax Returns for Individuals (2015), Peter Baker, Geoff Cliff & Sonia Deaneirion, 12th Edition, ISBN : 978-1-876124-51-9
Prepare and administer compliant tax returns for legal entities	FNSACC601B	Advanced Income Tax Law (2015), Peter Baker, Geoff Cliff & Sonia Deaneirion, 12th Edition, ISBN : 978-1-876124-55-7
Implement tax plans and evaluate tax compliance	FNSACC603A	Prepare Legally Compliant Tax Returns for Individuals (2015), Peter Baker, Geoff Cliff & Sonia Deaneirion, 12th Edition, ISBN : 978-1-876124-51-9
Australian Taxation Law I (TAFESA TPB 1)	TAFESA TPB 1	Advanced Income Tax Law (2015), Peter Baker, Geoff Cliff & Sonia Deaneirion, 12th Edition, ISBN : 978-1-876124-55-7
Australian Taxation Law II (TAFESA TPB 2)	TAFESA TPB 2	Advanced Income Tax Law (2015), Peter Baker, Geoff Cliff & Sonia Deaneirion, 12th Edition, ISBN : 978-1-876124-55-7
Tax Agent Registration Commercial Law Units		
Make Decisions in a Legal Context	FNSACC403A	Australian Business Law 7th edition, Vickery & Flood, ISBN 9781442537859
Apply legal principles in commercial and property law	FNSTPB502A	Australian Business Law 7th edition, Vickery & Flood, ISBN 9781442537859
Apply legal principles in corporations and trusts law	FNSTPB501A	Corporations Law: In Principles 9th Edition, Tony Ciro & Christopher Symes, ISBN 9780455230399
Apply legal principles in property law matters	BSBLEG512A	Nutshell Trusts 5th Edition, Gino Dal Pont ISBN 9780455228273
Apply legal principles in corporation law matters	BSBLEG513A	Corporations Law: In Principles 9th Edition, Tony Ciro & Christopher Symes, ISBN 9780455230399
Monitor corporate governance activities	FNSACC604A	Corporations Law: In Principles 9th Edition, Tony Ciro & Christopher Symes, ISBN 9780455230399
Australian Commercial Law I (TAFESA TPB 3)	TAFESA TPB 3	Australian Business Law 7th edition, Vickery & Flood, ISBN 9781442537859
Australian Commercial Law II (TAFESA TPB 4)	TAFESA TPB 4	Australian Business Law 7th edition, Vickery & Flood, ISBN 9781442537859
Australian Commercial Law III (TAFESA TPB 5)	TAFESA TPB 5	Corporations Law: In Principles 9th Edition, Tony Ciro & Christopher Symes, ISBN 9780455230399
Tax Agent Registration Basic Accounting Unit		
Basic Accountancy Principles for Tax agents	TAFESA TPB 12	Online Resources available in TAFESA Learn
Tax Agent Services Act 2009 (TASA) including the Code of Professional Conduct (TPB TAX 4)		
	TPB TAX 4	Online Resources available in TAFESA Learn
Tax (financial) Advisers Registration		
Australian Taxation Law for Tax (financial) Advisers	TAFESA TPB 10	Income Tax Law Compliance and Planning Pack (2015), Peter Baker, Geoff Cliff & Sonia Deaneirion, 12th Edition, ISBN : 978-1-876124-58-8
Australian Commercial Law for Tax (financial) Advisers	TAFESA TPB 11	Australian Business Law 7th edition, Vickery & Flood, ISBN 9781442537859
BAS Agent Registration		
Establish & Maintain a Payroll System	FNSBKG405A	Online Resources available in TAFESA Learn
Carry Out Business Activity & Instalment Activity Statement Tasks	FNSBKG404A	Online Resources available in TAFESA Learn
GST & BAS Taxation Principles	TAFESA TPB 7	Online Resources available in TAFESA Learn
ASIC RG 146 Tier 2 courses		
ASIC Tier 2 - Provide General advice in General insurance		Online Resources available in TAFESA Learn
ASIC Tier 2 - Provide Personal advice in General insurance		Online Resources available in TAFESA Learn
ASIC Tier 2 - Provide General advice in Deposit products		Online Resources available in TAFESA Learn
ASIC Tier 2 - Provide Personal advice in Deposit products and non-cash payment products		Online Resources available in TAFESA Learn
Professional Development Courses		
Taxation Courses		
Process Business Tax Requirements		Online Resources available in TAFESA Learn
Prepare and administer compliant tax returns for legal entities		Prepare Legally Compliant Tax Returns for Individuals (2015), Peter Baker, Geoff Cliff & Sonia Deaneirion, 12th Edition, ISBN : 978-1-876124-51-9
Prepare legally compliant tax returns for individuals		Advanced Income Tax Law (2015), Peter Baker, Geoff Cliff & Sonia Deaneirion, 12th Edition, ISBN : 978-1-876124-55-7
Implement tax plans and evaluates tax compliance		Advanced Income Tax Law (2015), Peter Baker, Geoff Cliff & Sonia Deaneirion, 12th Edition, ISBN : 978-1-876124-55-7
MYOB Applications		
Set up and operate a computerised accounting system		Online Resources available in TAFESA Learn
Process Payroll System		Online Resources available in TAFESA Learn
Prepare Business Activity Statements (BAS)		Online Resources available in TAFESA Learn
Microsoft Office Skills		
Design and produce business documents		Online Resources available in TAFESA Learn
Produce spreadsheets		Online Resources available in TAFESA Learn
Develop and use complex spreadsheets		Online Resources available in TAFESA Learn
Accounting Principles and Practice		
Process Financial Transactions and Administer Subsidiary Accounts & Ledgers		Online Resources available in TAFESA Learn
Prepare Financial Reports		Online Resources available in TAFESA Learn
Prepare financial statements for non-reporting entities		Online Resources available in TAFESA Learn
Budgets and Management Accounting		
Manage budgets and forecasts		Online Resources available in TAFESA Learn
Management Accounting		
Management Accounting Analysis		
Financial Services Industry and Management skills		
Apply principles of professional practice to work in the financial services industry		Online Resources available in TAFESA Learn
Develop and implement policies and procedures relevant to bookkeeping activities		Online Resources available in TAFESA Learn
Perform financial calculations		Online Resources available in TAFESA Learn
Manage Organisational Change		Management Strategies and Skills 2nd edition, J Dwyer & N Hopwood
Work Skills for Migrants & International Degree Holders		
Process business tax requirements		Online Resources available in TAFESA Learn
Setup and operate a computerised accounting system (Advanced MYOB)		Online Resources available in TAFESA Learn
Establish and maintain a payroll system		Online Resources available in TAFESA Learn
Carry out business activity and instalment activity statement tasks		Online Resources available in TAFESA Learn