

Abbreviated Course Title	AQF Descriptors	Educational Outcomes (List key knowledge and skills)	Vocational Outcomes (e.g. On completion of the course, graduates will be able to be employed as XXX or in the XXX industry)
DipAcc	Diploma	<p>This course aims to develop the knowledge and skills of accounting and management relevant to the control and coordination of work tasks.</p> <p>The learning goals of this course are to develop:</p> <ul style="list-style-type: none"> • Understand and apply economic principles of Accounting. • Understand and apply accounting principles and practices in accordance with professional accounting standards. 	<p>On completion of the course, graduates will have the skills for the following positions, which is only indicative of skill level and not meant to be inclusive:</p> <ul style="list-style-type: none"> • Accounting Clerk • Bookkeeping Assistant • Administrative Assistant • Small Business Owner
Assoc. DegAcc	Associate Degree	<p>This course aims to develop the knowledge and skills of accounting and/or human resource management relevant to the control and coordination of work tasks.</p> <p>The learning goals of this course are to develop:</p> <ul style="list-style-type: none"> • Understand and apply economic principles of Accounting. • Understand and apply accounting principles and practices in accordance with professional accounting standards. • Ability to apply financial management accounting theories to a range of business accounts. 	<p>On completion of the course, graduates will have the skills to for the following positions, which is only indicative of skill level and not meant to be inclusive:</p> <ul style="list-style-type: none"> • Finance Officer • Bookkeeper • Executive Finance Officer • Small Business Owner • Account Executive • Office Manager

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BAcc	Bachelor	<p>This course aims to develop the knowledge and skills of business management relevant to the control and coordination of work tasks.</p> <p>The learning goals of this course are to develop:</p> <ul style="list-style-type: none"> • Understand and apply economic principles of Accounting. • Understand and apply accounting principles and practices in accordance with professional accounting standards. • Ability to apply financial management accounting theories to a range of business accounts. 	<p>On completion of the course, graduates will have the skills to for the following positions, which is only indicative of skill level and not meant to be inclusive:</p> <ul style="list-style-type: none"> • Jr Accountant • Account Manager • Sr Bookkeeper • Business Manager • Financial Project Manager • Sr Finance Officer
BAcc	Bachelor	<p><i>In addition to above</i></p> <ul style="list-style-type: none"> • Ability to generate cost management information for decision-making. • Ability to apply the Australian taxation system and tax regulatory provisions within a range of business accounts. • Ability to apply Australian Company Law and the system to business taxation and company financial reporting requirements. • Ability to undertake the accounting audit role including computer-assisted reporting techniques. 	<p><i>In addition to above</i></p> <ul style="list-style-type: none"> • Finance Manager • Office Manager • School Business Manager • Small Business Owner

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		<ul style="list-style-type: none"> • Ability to analyse financial statements and assess their legality. • Ability to measure and manage financial and non-financial risk. • Ability to recognise, analyse and apply sound financial management solutions in the practice of stakeholder management • Basic accounting principles and practice including <ul style="list-style-type: none"> – the income statement – the balance sheet – the accounting structure – the accounting cycle 	