



Tax Agent Certification

**Commercial Law for Tax
Agents Skillset FNSSS00005**

**Tax Law for Tax Agents
Skillset FNSSS00008**

Job ready training to elevate your career!

This qualification offers a detailed insight into the exciting and rewarding career of tax agents.

This course is designed as an additional option for those accountants who wish to work as registered tax agents. Students must successfully complete the 5 course units, together with appropriate assessment methods and an already completed Diploma of Accounting (or higher), to meet the requirements for approval by the TPB to register as a tax agent.

Study online now for full flexibility and get qualified whilst you work!

**CODE:**

FNSSS00005 & FNSSS00008

DELIVERY METHOD:

Online, 5 Units of Study

QUALIFICATION LEVEL:

Certificate

COST:

\$1995

ENTRY REQUIREMENTS:

A diploma of accounting is the minimum requirement for these courses.

DURATION:

12 months (option to extend)

NATIONALLY RECOGNISED:

Yes

ASSESSMENTS:

- Multiple choice
- Role Plays
- Online assessments
- Supervised sessions
- Workbooks
- Online tests

FURTHER STUDY PATHWAYS:

Higher Education programs

CAREER OPPORTUNITIES

Licensed Tax Agent

UNITS OF STUDY

There are 5 units of study to be completed across both skill sets to qualify for the certification.

FNSTPB503	Apply legal principles in contract and consumer law
FNSTPB504	Apply legal principles in corporations and trust law
FNSTPB505	Apply legal principles in property law
FNSACC522	Prepare tax documentation for individuals
FNSACC601	Prepare and administer tax documentation for legal entities

STUDENT SUPPORT

We treat every student with respect and offer outstanding support regardless of the question or situation. Studying online does not mean you're alone.

NBIA is proud to offer:

- A dedicated student services support team
- Accessible, expert trainers and assessors
- A specific student support phone line open from 8am-5pm AEST.
- A 24x7 online support system for lodging callbacks and requests for answers

TRAINERS AND ASSESSORS



GRAEME DUFF

Graeme Duff is an accounting expert with over 30 years of experience. He began his career at a major bank before transitioning into accounting, earning his Bachelor of Commerce and CPA through off-campus study. Graeme worked for two accounting firms and ran his own public practice for over 20 years.

Although he still practices part-time, his passion is teaching. After completing his Cert 4 in Training and Assessment in 2021, Graeme is committed to making accounting concepts easy to understand for his students. Outside of work, Graeme enjoys life on a small sheep farm west of Geelong, where he lives with his wife, daughter, and two retired greyhounds.

A lover of all kinds of music, Graeme is excited to share his knowledge and help students succeed in their accounting journey.



SHIRIN VORA

Over 12 years' experience in accounting and education. Passionate about empowering learners and professionals with the skills and knowledge they need to succeed in their careers. Shirin has a love of learning and is no stranger to studying, with a pocketful of successfully completed qualifications in Masters of Accounting, Cert IV and Diploma of Accounting, Graduate Diploma of Management (Learning), Bachelor of Business Administration, Diploma of Project Management - to name a few. So Shirin knows what our students are going through and how to support them through.

WHAT YOU NEED TO KNOW

Is there any recognition of prior learning or credit transfer?

The NBIA assessment system includes the evaluation and recognition of existing skills. We appreciate that some students come to a course with prior knowledge or qualifications and are simply looking to 'top up' their competence rather than complete the entire skillset again. Our Recognition of Prior Learning (RPL) and/or Credit Transfer (CT) process assesses an individual's non-formal and informal learning to determine the extent to which that individual has achieved the required learning or competency outcomes.

All students can apply for RPL. For more information on RPL and any associated fees, please speak with one of our enrolments officers.

What learning materials are included?

Upon enrolment, students receive access to our aXcelerate Learning Portal, which includes E-Learning manuals, webinars, case studies, useful links to additional reading, assessments. Student one-on-one sessions with a trainer/assessor can be coordinated through the Help Requests function.

What will I need to provide myself?

Each student requires access to a computer and reliable internet connection, Microsoft Office online programs such as Word, Excel, PowerPoint and Teams, a webcam or video camera (Smart phone), to complete roleplays.

How can I pay for the course?

We want everyone to access education so we make it as affordable and accessible as possible. For this reason, we offer interest-free payment plans so you can get started sooner. You may choose one of the following three options:

- Interest Free Payment Plan - Interest Free Payment plans are available to students completing a course with a duration of at least 12 months. An initial payment of \$1500 is required upfront and is non-refundable. The remaining payments will be deducted from your bank account once per month, for the remainder of the course duration, in equal instalments.
- Credit Card Payments - Students can pay in full for their course using a valid credit card. Please note: All short courses, with fees less than \$1500, are payable in full on enrolment. (Credit card fees may apply.)

PRACTICAL TRAINING

At the National Business Institute of Australia, we equip our accounting students with the essential skills needed to excel in the modern accounting landscape. As part of our comprehensive curriculum, students gain hands-on experience with Xero and MYOB, two of the most widely used accounting software platforms in the industry.

XERO



Real world application - students learn to manage bookkeeping, payroll, invoicing and financial reporting using XERO and MYOB mirroring real world accounting tasks.

MYOB



Gain confidence and competence by working through simulated business scenarios that prepare students for real-life challenges in accounting.

- **Industry recognised skills:** Training with these popular platforms ensures students develop skills that are highly valued by employers giving them a competitive edge in the job market.
- **Expert instruction:** Our experienced trainers provide in depth, step by step guidance, ensuring students build a solid foundation in accounting software.

INDUSTRY CONNECTIONS

At the National Business Institute of Australia (NBIA), we know that building strong professional connections is a cornerstone of a successful accounting career. That's why we ensure our accounting students are connected to the Institute of Public Accountants (IPA), one of Australia's leading professional accounting bodies.

INSTITUTE OF PUBLIC ACCOUNTANTS



Benefits of Connecting with the IPA:

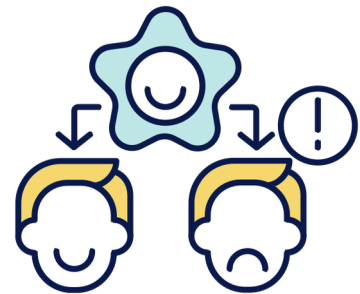
- **Professional Recognition:** Gain access to IPA's student membership, providing a stepping stone to recognized professional status in the accounting field.
- **Networking Opportunities:** Connect with seasoned accounting professionals, attend exclusive IPA events, and engage in workshops that enhance your industry knowledge and professional network.
- **Career Development Resources:** Access a range of resources including career guides, webinars, and technical updates to stay ahead in the fast-evolving field of accounting.
- **Mentorship and Guidance:** Benefit from mentorship opportunities and support from experienced IPA members who can provide valuable career advice and insights.

CONNECT WITH YOUR PEERS

NBIA accounting students have access to a vibrant community Facebook group where they can connect with their fellow peers and make meaningful connections, share experiences and support each other through their studies. This group is the perfect place for our students to:



Network and exchange ideas



Share study tips, course materials and helpful resources

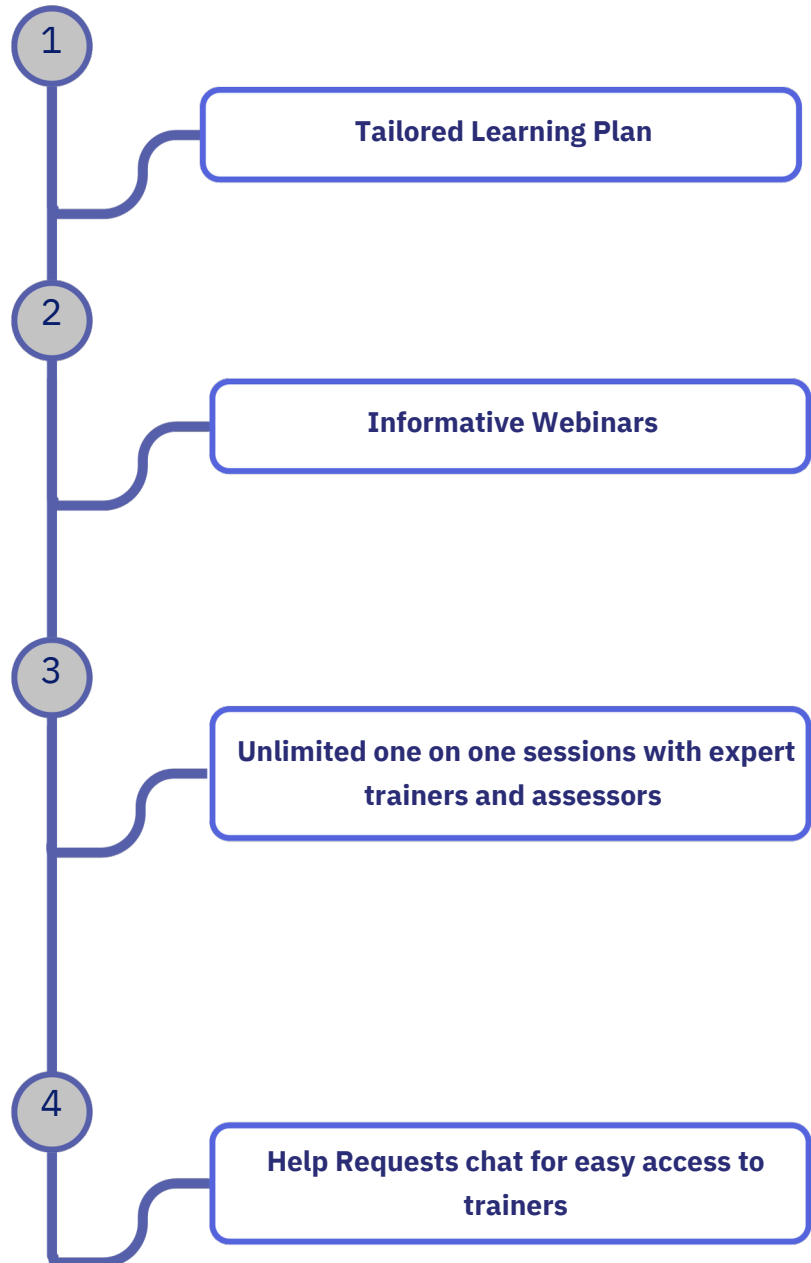


Stay updated and get the latest news on upcoming events, webinars and important announcements directly from NBIA



Engage in discussions, ask questions and collaborate on assignments or projects

COURSE BENEFITS



READY TO ENROL?

Follow this simple process to get started today!



1

Click the button below and fill out the enrolment form with your details and payment option.



2

Watch your inbox for full details on how to set up for online studying success.



3

Start Unit 1 of your course!



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[Register Online](#)