



CERTIFICATE IV FNS40207 - PAYMENT SCHEDULE

MODULE #	UNIT #	UNIT NAME	LEARNING DELIVERY	PAYMENT	ADMIN FEE	TOTAL AMOUNT	COMMENTS
1	FNSCIND401B	Apply principles of professional practice to work in Financial Services	Distance	500.00			
2	FNSICGEN301B	Communicate in the workplace	Distance			500.00	Up Front before material sent paid prior to next two units being sent
3	FNSICGEN302B	Use Technology in the workplace	Distance				
4	FNSICGEN304B	Apply Health & Safety practices in the workplace	Distance	500.00			
	Sectoral Core Units				35.00	535.00	
5	FNSBKPG401A	Develop & implement policies & practices relevant to Bookkeeping	Face to Face	250.00	35.00	285.00	paid weekly prior to attending class
6	FNSBKPG402A	Establish & Maintain a Cash Accounting System	Face to Face	250.00	35.00	285.00	paid weekly prior to attending class
7	FNSBKPG403A	Establish & Maintain an Accrual Accounting System	Face to Face	250.00	35.00	285.00	paid weekly prior to attending class
8	FNSBKPG404A	Carry out BAS & IAS statement tasks	Face to Face	250.00	35.00	285.00	paid weekly prior to attending class
9	FNSBKPG405A	Establish and Maintain a Payroll System	Face to Face	250.00	35.00	285.00	paid prior to material being sent
10	FNSACCT405B	Prepare Financial Statements	Face to Face	250.00	35.00	285.00	paid prior to material being sent
11	FNSACCT406B	Maintain Asset & Inventory records	Face to Face	250.00	35.00	285.00	paid prior to material being sent
	Elective Units						
	Small Business						
12	FNSICORG501B	Manage Own Professional Development	Distance				paid prior to material being sent
13	FNSPRAC501B	Manage and maintain Small/Medium Business Operation	Distance	240.00		270.00	
	Contract Bookkeeper						
12	FNSICCUS401B	Deliver a Professional Service to Customers	Distance	Applied here			
13	FNSICCUS402B	Maintain Customer Relationship	Distance	Applied here			
	Permanent Paid Bookkeeper						
12	FNSICORG501B	Manage Own Professional Development	Distance	Applied here			
13	FNSICCU402B	Maintain Customer Relationship	Distance	Applied here			
MYOB training manuals				2990.00	310.00	3300.00	
				160.00		160.00	
				3150.00	310.00	3460.00	