



Seed
TRAINING GROUP

Tax Accountant Program

ON-CAMPUS

ABOUT THE COURSE

This course provides the skill sets for various accounting roles.

- Preparing students with the knowledge and practice to tackle easy-to-difficult individual tax returns and bookkeeping
- Learning popular accounting software such as Reckon Elite Tax for lodging tax returns and MYOB for bookkeeping

UNITS

This course includes training in the following areas:

UNITS

Bookkeeping

Individual Taxation

Business Taxation

Microsoft Excel (choosing one from Beginner/Intermediate/Advanced levels)

UPON COMPLETION

This course is eligible for CPD hours. Upon successful completion of all the required units of this course, students will receive a certificate of completion.

CAREER OPPORTUNITIES

- Accounts Receivable Officer
- Accounts Payable Officer

PRICE

\$2,595

DURATION

Up to 3 months

ASSESSMENTS

- Case studies

ENTRY REQUIREMENT

There are no formal education entry requirements.

EQUIPMENT NEEDED

- PDF reader
- A computer (Windows recommended) with internet and web browser access
- Word/text processing, spreadsheet, and presentation software installed (e.g. Microsoft Office)

RELATED COURSES

- Business Taxation
- Internship Placement

FINANCE OPTIONS

- Fees must be paid within 5 working days of receiving the confirmation of enrolment and invoice for the enrolment fee.
- Seed Training Group may cancel an enrolment or discontinue training if fees are not paid as required.
- Both direct deposit and credit card are accepted.

**Please refer to the Student Information Handbook for further details regarding Fees & Refund Policy and Procedure.*