



Right Choice Training

We Do It Right!

Course Information

FNSSS00004

BAS Agent Registration Skill Set

START LEARNING

Kickstart your career. We deliver it right for you!

RTO No#45790

FNSSS00004 BAS Agent Registration Skill Set



RTO No: 45790

This skillset is nationally recognised under the Australian Qualifications Framework (AQF).

Why Study with Right Choice Training?

The Learning supports

You are well supported throughout your course, so you won't feel alone.

You'll have access and discuss your course work on a one-on-one basis with a specialist trainer via:

- Telephone
- Email
- Virtual Classroom, Zoom, MS Teams or Skype

Available between Monday to Friday 9am to 5pm (Sydney time).



Right Choice Training

Phone: 1300 800 682

Email: admin@rightchoicetraining.com.au

Programs that give you the outcome needed to be effective at work and in your career

Fair and competitive course fees with state of art LMS. Programs delivered to suite your work requirements and lifestyle. Study anywhere at anytime



You can study at any time, any place, with unlimited trainer support, fast assessment and feedback

Start straight after enrolment!
No minimum course timeframe. You can complete the course as quickly as you choose but within the 12 months

FNSSS00004 BAS Agent Registration Skill Set

Course Overview

The BAS Agent Registration Skill Set is a nationally recognised skill set for individuals who wish to work as registered BAS agents. This skill set is designed to equip students with the knowledge and skills required to manage business activity statements (BAS) and other tax compliance obligations on behalf of their clients.

Upon completion of the course, students will need to apply to the Tax Practitioners Board (TPB) for registration as a BAS agent. Once registered, BAS agents can provide BAS services. This course meets the education requirements of the Tax Practitioners Board for becoming a BAS Agent as a Tax Practitioners Board Approved course.

*If you don't have any Accounting qualification, you'll need to complete the Cert IV in Accounting and Bookkeeping, which includes the BAS agent units



Course Duration

The course duration is 6 months. We find students that are genuinely motivated to progress through the course, can complete the full course in less than 6 months.

Who is responsible for your training?

Right Choice Training is responsible under the National Vocational Education and Training Regulator Act 2011 for the quality of the training and assessment being delivered in this course and for the issuance of all AQF certificates

Program Outline

FNSSS00004 BAS Agent Registration Skill Set (Self- Paced online eLearning)

Training is delivered as an online self-paced study mode. The course is offered online through Learning Management System. This means students complete their course at their own pace, using an online student portal. Training delivery support may include face-to-face webinars, self-paced study, directed research, and online learning activities and tasks.

We offer learner a full circle of support and an engaging learning experience. We understand that it can be difficult to take that first step towards changing your life. Studying online with Right Choice Training will be different from how you have encountered study in the past. With us, study how and where you want, online but never alone.

FNSSS00004 BAS Agent Registration Skill Set



RTO No: 45790

Units and Delivery

This course is nationally accredited by the Australian Government under the Australian Qualifications Framework (AQF).

To be awarded this skillset, you are required to complete the following 2 units of competency.

- FNSTPB411 – Complete business activity and instalment activity statements
- FNSTPB412 – Establish and maintain payroll systems

The BAS Agent Short Course meets the units of competency for the educational requirements of the Tax practitioner Board BAS Agent requirement. [Click here for full educational requirements from TPB.](#) This course provides a pathway into the FNS40222 Certificate IV in Accounting and Bookkeeping.

The TPB-Tax Practitioner Board have approved these units of competency on their board approved list for Right Choice Training including TASA

National Recognition

These competencies have been drawn from the nationally endorsed industry training package the Financial Services Training Package (FNS).

On successfully completing the training and assessment, the FNSSS00004 BAS Agent Registration Skill Set will be issued.

Right Choice Training will issue a skillset within 15 days of the final assessment being completed.

TPB Approved Course



TAX PRACTITIONERS BOARD

This course meets the Tax Practitioners Board (TPB) education requirements to become a registered BAS agent. Experience criteria also apply (please see TPB website for further information).

If your Certificate IV qualification didn't include the units in the board approved course, or if you already have a higher-level qualification in Accounting or finance, you can upgrade and meet the requirements with the BAS Agent Registration Skill Set. This two-unit course is designed to get you up to speed and fulfil your education requirements as soon as possible, whilst ensuring you're ready for the rigours of work experience and/or professional practice.

FNSSS00004 BAS Agent Registration Skill Set



RTO No: 45790

Entry Requirements

Entry requirements

You can enrol and start at any time! The course is self-paced 100% online

The following local entry requirements apply to ensure applicants can fully engage in the course and have the required learning capacity to meeting the course requirements. Learners must:

- Be aged 18 years or over
- Have sound language and literacy skills (at least Year 10 English, or equivalent)
- Provide a valid ID with his/her picture and signature
- Able to commit to the course duration and time commitment
- Learners must have access to a computer (including MS Office Tools) and the internet
- Learner must be able to subscribe to 30- days free account of Xero Software to complete assessment activities
- All applicants must supply a Unique Student Identifier (USI) should their enrolment be successful

Study Requirements

Language, Literacy and Numeracy (LLN) Skill requirements

Upon enrolment, learners will be asked to confirm their previous qualifications and if required, LLN assessment will be conducted to confirm they have required level of LLN Skills

Learner Resource Requirements

Learners will require basic stationery and a notebook according to their study preferences during the self-paced study. The learner's access to a computer that has an internet connection and Microsoft Office tools, or equivalent is mandatory to allow learners to undertake self-paced study and prepare submissions for assessment.

Assessments

The assessment is conducted using a combination of realistic workplace tasks, written questions and answers, project work/portfolio of work, presentation, online supervised assessment activities and simulated case studies.

You will be required to submit your evidence for evaluation to the assessor, who will continue to maintain contact with you during the assessment decision-making process. You will also be provided with opportunities to adjust and resubmit your assessments based on the assessor's feedback.

FNSSS00004 BAS Agent Registration Skill Set



RTO No: 45790

Benefits of Studying with Right Choice Training

100% Self-Paced Online eLearning

100% online eLearning course so you can study anywhere at any time. You can learn at your own pace when it suits you.

Fast Turnaround

Your enrolment will be completed in a same day or within 24-48 hours. It means after enrolment, you will have access to your course within 12-48 hours.

Your email response query will be responded back within 48 hours and all assessments will be marked within 5-7 business days.

Contextualised Learning Resources

Right Choice Training's learning and assessment resources have been purpose built to support our learners to learn industry best practices.

You will have learners Guide in PDF as well as eLearning modules for each unit.

All assessment packs are in word file so that you can download, work on it and upload it when ready to submit.

Flexible Payment Options

Payment options:

- Pre- Payment during enrolment stage
- Split payment option
- Payment plan

The current cost can be found on our website. Please refer to the RTO fees and refund policy available on website

RPL and Study Pathways

Will previous training and experience count?

Right Choice Training recognises Recognition of Prior Learning (RPL) which considers the knowledge and skills you have already gained through your previous education and work history, attributing this to your enrolled qualification course. This may be through formal or informal training and can result in credits towards your qualification. If you have more than 5 years of relevant industry experience, please ask our friendly admin staff about Recognition of Prior Learning (RPL) eligibility.

Qualification pathways

This short course has national recognition. We recommend you progress into the FNS40222 Certificate IV in Accounting and Bookkeeping if you have not completed an Accounting qualification. BAS agent registration will be the next step through the Tax Practitioner Board once you complete the BAS units..

FNSSS00004 BAS Agent Registration Skill Set



RTO No: 45790

Career Opportunities

Successful completion of the FNSSS00004 BAS Agent skillset can qualify you for a range of roles and positions, including:

- Accountant
- Accounts officer
- Payroll Officer
- bookkeeper
- Accounts Supervisor
- BAS agent

Contact Us...



Contact Right Choice Training and Get the ball rolling!

For further information or to enrol, contact us via:



www.rightchoicetraining.com.au



1300 800 682



admin@rightchoicetraining.com.au



Level 3 478 George Street Sydney
NSW 2000