



INTERNATIONAL  
INSTITUTE OF  
TECHNOLOGY

RTO 21421

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# Tax Practitioner Board (Tax Agent) Course

These units describe the skills and knowledge required to meet the Tax Practitioners Board (TPB) educational eligibility requirements for Tax Agents. The units cover applying to both the Commercial Law and Australian Taxation Law requirements.

Are you ready to turn your life around?

We provide nationally recognised education that is both flexible and affordable. Our training can be completed by Distance Education to ensure all students are able to obtain the skill set that presents them with the best opportunities possible.

*\*For more information about registering as a Tax Agent, please refer to the link below - <https://www.tpb.gov.au/register-individual-tax-agent>*

This course is comprised of 5 units:

## **Commercial Law for Tax Agent**

### ***FNSTPB503 - APPLY LEGAL PRINCIPLES IN CONTRACT AND CONSUMER LAW***

This unit describes the skills and knowledge required to research, analyse and apply legal principles to provide advice on contract and consumer law implications to clients.

It applies to individuals whose job role involves the application of knowledge of contract and consumer law in the workplace.

Work functions in the occupational areas where this unit may be used are subject to regulatory requirements. This unit is designed to meet educational requirements of the Tax Practitioner Board (TPB).

### ***FNSTPB504 - APPLY LEGAL PRINCIPLES IN CORPORATIONS AND TRUST LAW***

This unit describes the skills and knowledge required to research and analyse legal principles and issues in corporations and trust law matters and then apply this knowledge to provide advice to clients.

It applies to individuals who work with corporations and trust laws in the workplace as determined by the job role, legislation, rules, regulations and codes of practice relevant to different jurisdictions.

Work functions in the occupational areas where this unit may be used are subject to regulatory requirements. This unit is designed to meet educational requirements of the Tax Practitioner Board (TPB).

### ***FNSTPB505 - APPLY LEGAL PRINCIPLES IN PROPERTY LAW***

This unit describes the skills and knowledge required to research, analyse and apply legal principles to provide advice on property law matters to clients.

It applies to individuals whose job role involves the application of knowledge of property law in the workplace.

Work functions in the occupational areas where this unit may be used are subject to regulatory requirements. This unit is designed to meet educational requirements of the Tax Practitioner Board (TPB).

## **Australian Taxation Law for Tax Agent**

### ***FNSACC512 - PREPARE TAX DOCUMENTATION FOR INDIVIDUALS***

This unit describes the skills and knowledge required to prepare non-complex income tax returns for individuals in accordance with statutory requirements, and encompasses gathering and verifying data, calculating taxable income and reviewing compliance requirements.

It applies to individuals who use systematic approaches and follow specific guidelines to ensure compliance requirements are met.

Work functions in the occupational areas where this unit may be used are subject to regulatory requirements. This unit is designed to meet educational requirements of the Tax Practitioner Board (TPB).

### ***FNSACC603 - IMPLEMENT TAX PLANS AND EVALUATE TAX OBLIGATIONS***

This unit describes the skills and knowledge required to assess taxation liabilities, optimise tax positions, establish processes and plans, evaluate tax policies and review tax compliance for legal entities.

It applies to experienced individuals who use analytical and problem-solving skills to prepare plans and strategic advice for clients.

Work functions in the occupational areas where this unit may be used are subject to regulatory requirements. This unit is designed to meet educational requirements of the Tax Practitioner Board (TPB).



## Course Overview

The International Institute of Technology (RTO no.21421) provides quality skills based training courses necessary to become Tax Practitioner Board compliant and kick start your career in the fast growing financial services industry.

Entry requirements	There are no entry or eligibility requirements for this course. However if you wish to apply to the Tax Practitioner Board as a Tax Agent, there will be additional requirements.
Course Duration	The duration of the course will vary depending on each individual student and their prior experience and knowledge. 330 hours over a maximum of 12 months is the recommended time frame for students new to the industry.
Assessments	True/False Questions, Multiple Choice Questions, Short Answer Questions (SAQ), Case study and Open Book Invigilated Exam. For more information on assessments visit <a href="http://www.iit.edu.au/about">http://www.iit.edu.au/about</a>
Required Resources	<i>Hardware</i> - to complete all of the assessments, learners will need a computer/laptop, preferably with USB capabilities.  <i>Software</i> - To complete all of the assessments, learners will need Microsoft Excel 2003 or later, Microsoft Word or later and internet connection.
Exemptions and Recognition of Prior Learning (RPL)	If you have completed previous studies in the financial services area, you may be eligible for some credits towards the course by way of course exemptions. For more information on course exemptions and recognition of prior learning, visit <a href="http://www.iit.edu.au/about">http://www.iit.edu.au/about</a>
Distance Education	Distance Education is the most flexible of study options as it allows you to study anytime and anywhere. All reading material and assessments are accessed through the Moodle eLearning platform giving students flexibility to study while travelling or away from their desktop computer. This option also gives you access to our Distance Education Team comprised of experienced finance professionals who can discuss concepts and provide feedback on any assessments submitted.
Related Courses	> FNS50615 - Diploma of Financial Planning > FNS60415 - Advanced Diploma in Financial Planning

## Units of Competency Covered

The Australian Taxation Law and Commercial Law courses encompasses the following units of competency:

FNSACC512	Prepare Tax Documentation for Individuals
FNSACC603	Implement Tax Plans and Evaluate Tax Obligations
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

*IIT cannot guarantee completion as this is dependant on successful achievement of competencies or cannot guarantee employment outcome as IIT have no part in the recruitment of external entities.*

*\*This course does not cover TASA Code of Professional Conduct.*



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Australian  
Qualifications  
Framework

