



**“In two weeks, you will learn so much of the Tax contents and skills which other institutes take 4-6 months”**

## **Individual & Small Business Tax Return Training**

### **This course is designed for:**

- Accounting students and graduates who would like to gain experience in a professional environment, handling real client scenarios
- Job seekers with the ambition to become a successful tax accountant
- People with limited or no knowledge of tax return preparation and would like to become an expert in preparing tax returns

### **Course Features:**

- Highly skilled CPA Qualified Trainers
- Face-to-face, personalised and progressive training
- Flexible learning schedule
- Practical experience with taxation software Reckon Elite & Xero
- Certificate of Completion
- Professional Reference Letter
- Training on developing effective client communication
- One-on-one career guidance with accountants

### **Course Overview:**

- Australian Taxation overview
- Primary accounting principles
- Prepare and administer tax documentation for small business and individuals
- Income tax return lodgement
- PAYG instalments
- Business Activity Statements (BAS)
- Goods and Services Tax (GST)
- Compliance guidelines from TBP, ATO and IPA
- ATO portal training
- Tax deductions and offsets
- Depreciating assets
- Motor vehicle expenses
- Medicare levy and surcharge, private health insurance
- Primary production activities

**Career Pathway:** Tax Accountant

**Duration:** Two Weeks - one day a week for 6 hours

**Delivery Mode:** Online and Face to face (in practice)

**Investment:** 400 +GST

Weekly and monthly Payment plan available