

Victoria/Tasmania

October 2010 – June 2011

Certificate III in Financial Services (FNS30107)

To gain a Certificate III in Financial Services you must complete components 1, 2, 3. **Components can be completed in any order**

15 February 2011	Key Collection Skills	Component 3
22 March 2011	Introduction to Compliance in the workplace	Component 1
6 April 2011	Working in Credit	Component 2
17 May 2011	Key Collection Skills	Component 3

(Dates subject to change)

Certificate IV in Financial Services (FNS40107)

To gain a Certificate IV in Financial Services you must complete components 1, 2, 3. You then need to choose your elective from components 4 or 5 (Total 64 hrs training) **Components can be completed in any order**

19 & 20 October 2010	Evaluate Credit Applications	Component 1
11 & 12 November 2010	Developing Your Workplace	Component 4 (Elective)
18 & 19 November 2010	Legal Compliance	Component 2
17 & 18 February 2011	Manage and Recover Errant Debts	Component 3
24 & 25 March 2011	Evaluate Credit Applications	Component 1
14 & 15 April 2011	Accounting	Component 5 (Elective)
19 & 20 May 2011	Developing Your Workplace	Component 4 (Elective)
16 & 17 June 2011	Legal Compliance	Component 2

(Dates subject to change)

Diploma of Financial Services (FNS50107)

To gain a Diploma of Financial Services you must complete Components 1, 2, 3 & 4. You then need to choose **three** components from Components 5, 6, 7, 8 or 9. (Total 112hrs training) **Components can be completed in any order (except for Insolvency I & II)**

18 & 19 November 2010	Legal Compliance	Component 2
10 & 11 February 2011	Manage Change	Component 6
10 & 11 March 2011	Manage Risk	Component 1
7 & 8 April 2011	Insolvency I	Component 3
24 & 25 May 2011	Insolvency II	Component 4
26 & 27 May 2011	Factoring & Discounting	Component 8 (Elective)
9 & 10 June 2011	Manage People	Component 5 (Elective)
16 & 17 June 2011	Legal Compliance	Component 2
21 & 22 June 2011	Manage a Quality Customer Service	Component 7 (Elective)

(Dates subject to change)

All training will be conducted at Hilton on the Park, 192 Wellington Pde., East Melbourne

Australian Institute of Credit Management

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