



TAFE NSW

CERTIFICATE III IN FINANCIAL SERVICES

COURSE CODE:

FNS30120

WHY CHOOSE TAFE NSW?



Opens career doors. Our industry relationships lead many students directly into work with a range of employers including agencies, studios, galleries and fashion houses.



Global prospects. TAFE NSW graduates possess the technical knowledge, creative-thinking and specialised skills that are highly sought after by employers around the world.



State-of-the-art facilities. Purpose-built creative studios and industry standard software mean you will master the same tools of the trade as leading professionals.



Industry exposure. TAFE NSW partners with industry to provide you with hands-on experience through networking, sponsor programs, competitions, talks, lectures and other creative industry events.



Recognised and respected. TAFE NSW has built its reputation on delivering trusted, industry aligned and nationally recognised training for over 130 years.

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TAFENSW.EDU.AU
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QUALIFICATION

Certificate III in Financial Services

TRAINING PACKAGE ENTRY REQUIREMENTS:**ENTRY REQUIREMENTS**

There are no entry requirements for this qualification. You can enrol now.

Traineeship

TAFE NSW also offers the Certificate III in Financial Services as a traineeship. To be eligible to enrol as a trainee you must:

- Be employed in the financial services industry as this course is delivered in the workplace
- Have a signed traineeship contract

Thinking about a traineeship? Enquire today.

LICENSING REQUIREMENTS

The units in this course provide you with RG146 (Tier 2) Financial Services accreditation with the Australian Securities and Investments Commission (ASIC). Visit the [ASIC](#) to find out more about RG146 (Tier 2) compliance.

IS THIS COURSE RIGHT FOR YOU?

To be prepared for this course, we recommend that you have:

- An interest in numbers and finance
- The willingness to work in an office environment
- Language, Literacy and Numeracy (LLN) at a Year 12 high school level

TAFE NSW may ask you to complete a Language, Literacy and Numeracy (LLN) skills test.

This skills test helps us to understand your individual study needs, to design an individualised plan that [supports your study success](#) and ensures your LLN skills match the demands of the course.

If you need help preparing for study, contact us about your options.



- **Traineeship Allowed**
- **On campus, Combination, Online, Virtual classroom off campus**
- **Full Time, Part Time**

OVERVIEW

The nationally recognised Certificate III in Financial Services offers you the foundation you need to commence your career in the financial services industry. Learn the essential skills to confidently enter the finance industry as a valued professional.

LEARN NEW SKILLS

Through a mix of theory and practical coursework, learn to:

- Establish client relationships and analyse client needs
- Provide excellent customer service
- Perform financial calculations

- Use the Microsoft Office suite, with a strong focus on Microsoft Word and Microsoft Excel
- Produce workplace documents for the financial industry

DEVELOP YOUR TALENT

Develop the attributes to help you get ahead:

- Attention to detail
- An interest in helping people
- Effective communication
- Enthusiasm to learn new skills

ACHIEVE YOUR GOALS

Completing this course provides you with:

- A nationally accredited qualification at Certificate III level
- Strong pathways to continue your study and enhance your career opportunities
- ASIC RG146 Tier 2 compliance

Career opportunities:

- Administration officer
- Bank clerk
- Banking officer
- Client service officer
- Loan assistant
- Clerical officer
- Data entry operator
- Junior administrator
- Records officer

GROW YOUR CAREER

Take your career further with the:

- Diploma of Applied Commerce
- Diploma of Business

Pursue your passion for financial services with a degree level qualification:

- Bachelor of Applied Commerce majoring in Accounting and/or Financial Planning with TAFE NSW Degrees
- Bachelor of Business with TAFE NSW Degree

CAMPUS	STUDY MODE	START DATE	DURATION	MAX FEE IF ELIGIBLE FOR SUBSIDY	HOURS PER WEEK
Any Location	Self paced, Virtual classroom off campus	Anytime	1 year	\$1,580.00	9
Granville	Part Time, Virtual	26 Apr 2022	26 weeks	\$1,580.00	6

	classroom off campus					
Granville	Part Time, Combination	27 Apr 2022	18 weeks	\$1,580.00		12
Granville	Part Time, Combination	18 Jul 2022	18 weeks	\$1,580.00		12
Granville	Full Time, On campus	31 Jan 2022	18 weeks	\$1,580.00		16
Granville	Part Time, Combination	31 Jan 2022	26 weeks	\$1,580.00		6
Granville (Traineeship)	Part Time, Combination	31 Jan 2022	26 weeks	\$1,580.00		6
TAFE Digital	Self paced, Online	Anytime	1 year	\$1,580.00		16