

# Advanced Diploma in Bookkeeping and Payroll

September 2024

Tuesdays - 6:30pm to 9:30pm

Please note this is a provisional timetable and subject to change:

Month	Day	Content
September	24	Computerised Bookkeeping
October	01	Computerised Bookkeeping
	08	Computerised Bookkeeping
	15	Computerised Bookkeeping
	22	Computerised Bookkeeping
	29	Computerised Bookkeeping
November	05	Computerised Bookkeeping
	12	Bookkeeping Exam and Introduction to Payroll
	19	Computerised Payroll
	26	Computerised Payroll
December	03	Computerised Payroll
	10	Computerised Payroll
	17	Computerised Payroll
	24	Christmas break
January	07	Computerised Payroll and Exam

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