

REPORT ON STUDENT ACCOUNTS AND GST PRODUCT SCREENS (BIL.001/JULY/SWB)	
CLIENT NAME	Swinburne University of Technology, Sarawak Campus
SOFTWARE NAME	Campus Nexus Student System
TAXABLE PERIOD	Quarterly
DATE	27/07/2018
PREPARED BY	En. Mohd Aizat Jamil

No.		Checklist	Status/Remarks	Percentage
SETUP				
1.	Company Setup	/	Issue No. 1, 2, 3	
2.	GST Setup	/	Issue No. 4	
3.	Mapping of GST Tax Codes with GST-03 Return	X	NIL	
4.	Account Code Setup	X	NIL	
5.	Department Code Setup	X	NIL	
6.	Project Code Setup	X	NIL	
7.	Transaction Code Setup	/	Issue No. 5	
8.	Customer/Student Setup	/	Issue No. 6	
9.	Currency Setup	X	NIL	
TRANSACTION				
10.	Student Account Lists (Billing Methods)	/	Issue No. 7, 8, 10	
11.	Student Ledger Setup	/	Issue No. 9	
12.	Post Charges (INV, DN, CN, TI, TDN, TCN, MTI, STI, MDN and MCN)	/	Issue No. 10, 11	
13.	Post Payments	/	No Issue	
14.	Adjust Transactions	/	Issue No. 10, 12	
15.	Process Tuition Discounts	/	Issue No. 13	
16.	Scholarship (To rename to Award/Bursary/Rebate)	/	Issue No. 10, 14	

No.		Checklist	Status/Remarks	Percentage
REPORTING				
17.	GST Report	X	NIL	
18.	GST Report Summary	X	NIL	
19.	GST Tax Amount Variance Report	X	NIL	
20.	Transaction Report	X	NIL	
21.	Invoice Listing (INV/TI/MTI/STI)	X	NIL	
22.	Debit Note Listing (DN/TDN/MDN)	X	NIL	
23.	Credit Note Listing (CN/TCN/MCN)	X	NIL	
24.	Receipt Listing	X	NIL	
25.	Student Outstanding Report	X	NIL	
STUDENT PORTAL				
26.	Student Statement	X	NIL	
OTHERS REQUIREMENT				
27.	File Format Definition for GST Audit File (GAF)	X	NIL	
28.	Bad Debt	X	NIL	
29.	Deposit/Advance payment received	X	NIL	
30.	System Access	X	NIL	
31.	Data Security Control / Audit Trail	X	NIL	
32.	Backup and Restore Management	X	NIL	
33.	Currency Conversion	X	NIL	
34.	Training, User guide and Product Knowledge	X	NIL	
35.	Keeping of Records	X	NIL	

"/" – Document received and reviewed.

"X" No document submitted for reviews.

PENDING ISSUES OF CAMPUS NEXUS STUDENT SYSTEM.

No.	Findings as at 27 th July 2018				
	Issue(s)	Finding(s)	Impact(s)	Action(s) to be taken	Reference(s)
1	Company Address	Only one (1) line address.	Impact in GAF Files report.	Should be three (3) line for address.	Please refer to GST Compliance Report, page 5.
2	Product Version & GAF Version	No info for Product Version & GAF Version in Company Setup.	Impact in GAF Files report.	To include Product Version & GAF Version information.	Please refer to GST Compliance Report, page 5.
3	Taxable Period	Taxable period is “entry field”.	Impact on GST Report.	Should be Combo Box , not the entry field. It’s list of Monthly or Quarterly .	Please refer to GST Compliance Report, page 6 (sample screen).
4	GST Code	GST Code is “entry field”.	Impact on GST Report.	Should be Combo Box , not the entry field. It’s list of official GST Code listed by the Royal Customs Department	Please refer to GST Compliance Report, page 7.
5	Account Name, Tax Code & Tax Rate	No info for Account Name, Tax Code & Tax Rate in the Transaction Code Setup.	Impact on GST Report.	To include Account Name, Tax Code & Tax Rate information.	Please refer to GST Compliance Report, page 14.
6	Missing information in Student Details/Setup	Missing various items/titles.	Impact on GST Report & GAF File Report.	To include ‘ missing ’ information.	Please refer to GST Compliance Report, page 16.
7	Currency & Exchange Rate – Screen ‘Add Transaction Code’	Missing Currency & Exchange Rate item.	Impact on various Reports.	To include Currency & Exchange Rate item.	Please refer to GST Compliance Report, page 20.

No.	Findings as at 27 th July 2018				
	Issue(s)	Finding(s)	Impact(s)	Action(s) to be taken	Reference(s)
8	Rate Schedule.	Missing Currency & FCY rate item.	Impact on various Reports.	To include Currency & FCY rate item.	Please refer to GST Compliance Report, page 20.
9	Table/Transaction List on Student Ledger Card.	Still using old table/transaction list on Student Ledger Card.	Usability / User-friendly.	To replace with new transaction list on Student Card.	Please refer to GST Compliance Report, page 24.
10	GST Exc.	Wrong title – GST Exc.	Usability / User-friendly.	Please rename the title from GST Exc to GST Exc/Incl . Should be Combo Box. List of GST Exclusive & GST Inclusive	Please refer to GST Compliance Report, page 26.
11	Comment.	Wrong title – Comment.	Usability / User-friendly.	Please rename the title from Comment to Description	Please refer to GST Compliance Report, page 25.
12	Adjustment Table/list.	No Adjustment table/list.	Usability / User-friendly.	Please include the following in the table adjustments: - Code, Description, Amount, GST, Amount after GST & Tax Code.	Please refer to GST Compliance Report, page 39.
13	Tuition Discount.	This screen is more to policy not the Process Tuition Discount	Usability / User-friendly.	Please refer to GST Compliance Report, page 41.	Please refer to GST Compliance Report, page 41.
14	Scholarship.	Wrong title – Scholarship.	Usability / User-friendly.	Please rename the title from Scholarship to Award/ Bursary/ Rebate .	Please refer to GST Compliance Report, page 42.