WAKEFIELD COLLEGE COURSE INFORMATION:

Certificate in Accounting

BUSINESS & MANAGEMENT
Wakefield College

START DATE
September

LEVEL
Level 2

STUDY MODE
Part-time

DURATION
12 months

AWARDING BODY
Association of Accounting Technicians (AAT)

LOCATION
Wakefield College

Course Overview

The Association of Accounting Technicians (AAT) is a well-respected and recognised qualification within the accounting profession. It is recognised as a major qualification for Technician level accounting staff. Students who gain their Advanced and Professional Diplomas and who have relevant accounting work experience can apply for membership of the AAT and will normally get exam exemptions from the Chartered Accounting Bodies.

Wakefield Evening Course will be carried out using a blended approach which consists of both face to face teaching and self study.

What You Will Study

This qualification delivers a solid foundation in finance administration and core accounting skills, including double-entry bookkeeping, basic costing and an understanding of purchase, sales and general ledgers.

Students will also learn about accountancy related business and personal skills and be introduced to the four key themes embedded in the qualification: ethics, technology, communications and sustainability.

The course consists of four units:

- Introduction to Bookkeeping
- Principles of Bookkeeping
- Principles of Costing
- The Business Environment (this will be assessed within the synoptic exam taken at the end of the course)

Attendance Expectations

You will be required to attend sessions dependant on the study method chosen.

Daytime Course – Tuesday 9am-4.30pm
Evening Course – Tuesday 6pm-9pm

How You Will Be Assessed

Practical tasks are carried out under exam conditions. Exams are set by The Association of Accounting Technicians and exam papers are assessed, marked and graded electronically; you will receive results within 24 hours of completing the exam, except for Business Environment which will take 6 weeks. All exams will take place

For further information about this course, including Entry Requirements, Assessments and Further Study, scan the QR code.

Need More Information?

For additional course information please contact the Course Information Team on **01924 789111** or email **courseinfo@heartofyorkshire.ac.uk**.

To learn more about Wakefield College, our facilities and how we can support you please visit our website **www.heartofyorkshire.ac.uk**.

Quick Links

How to Apply

Student Support

Virtual Tours

Wakefield College

during the day.

Entry Requirements

GCSEs at Grade 9-4, including English and Maths.
OR
Level 2 Functional Skills in Maths and English.

Fee Information

£765

All students are required to register with AAT upon enrolment. The fee for this is payable directly to AAT. Textbooks will be required to support studies.

Further Study

Students may progress through the AAT levels, then to further Accounting qualifications with one of the chartered bodies.

The AAT has close links with various accountancy bodies and exemptions may be available if you choose to complete the Advanced and Professional Diplomas in order to progress to Chartered level.