

The Course

In brief...

The aim of this qualification is to introduce you to basic accounting and finance skills. You'll develop your skills in finance administration: double-entry bookkeeping, basic costing principles and purchase, sales and general ledgers.

As a standalone qualification, or as a first step towards the intermediate and advanced levels, it will allow you to move up to further study in accountancy and finance.

Ideal if you are new to finance or you want to brush up on your foundation knowledge and skills. Once you have completed the introductory level, you will be awarded the AAT Level 2 Certificate in Accounting

Key Information

Duration
24 Weeks

Attendance
Part-time

Level
Level 2

Qualification Name
Level 2 Certificate in Accounting

Awarding Body
AAT

Curriculum Area
Business, Service Industries and ESOL - Business and Finance

What the Course Leads to

What courses can I do after this?

On successful completion of this course you will have the opportunity to progress onto the AAT Level 3 Diploma in Accounting.

What do I need to apply

To do this course you should have...

Although no formal qualifications are required to join this course applicants need to be at least 19 years of age and have good numeracy and literacy skills at level 1 (or above) that will compliment a career in accounting.

Course costs

Course Code	Start Date	Costs 16-18	Costs 19-23 (with concessions)	Costs 19+ (no concessions)
BP00510	09/01/2024	N/A	£1450.00	£1450.00

* Please note fees are subject to change.

Costs

Books are not included in the total fee.

Associated Costs

AAT student membership is a requirement of the course and registration must be completed at the beginning of the course.

AAT membership fees are changed and regulated by AAT directly. Please check their website www.aat.org.uk for up to date fee values.

Resit exam fess are applicable, please contact the AAT administrator on AAT@bpc.ac.uk for further information.

Course Content

Course Content

To achieve the qualification students will need to undertake the following units:

Accounting Units

- Bookkeeping Transactions
- Bookkeeping Controls
- Elements of Costing
- Using Accounting Software
- Work Effectively in Finance/Synoptic Assessment

Next Steps ...
Email: enquiries@thecollege.co.uk
Telephone: 01202 205205
Web: www.thecollege.co.uk
Live chat available on the website