

AAT Certificate in Accounting Level 2



In a nutshell

This course gives you practical, internationally-recognised finance and accountancy skills that can open doors in many industries around the world. It's ideal if you want to work in an accounting role, for example with local authorities, insurance, banks or an accountancy practice, and it offers an excellent route to becoming a Chartered Accountant.

This course is for...

...a job as an accounts administrator, accounts assistant, accounts payable clerk, purchases/sales ledger clerk, trainee accounting technician or trainee finance assistant

...a career in accountancy or finance

...anyone wanting to progress onto degree level studies in Business

Course content



COURSE INFORMATION LEAFLET

We'll expect you to be fully committed to attending as well as respecting others, having an enthusiasm for the subject and being self-motivated. As well as attending college, you'll be expected to undertake 3 to 4 hours' additional study in your own time each week.

The course is vocational and practical and you'll develop the communication skills, IT skills and an understanding of the business environment needed to work in junior and entry-level accounting roles. It'll give you a solid foundation of finance administration, covering areas such as double-entry bookkeeping to basic costing principles and using accounting software.

This course covers five units:

- Bookkeeping Transactions
- Bookkeeping Controls
- Working Effectively in Finance
- Element of Costing
- Using Accounting Software

Each unit is assessed via practical computer-based assessments (CBAs) designed to reflect real life tasks.

On completion of the AAT Foundation Certificate in Accounting (Level 2), you can progress to Level 3 Advanced Diploma in Accounting and then to the AAT Level 4 Professional Diploma in Accounting. These may give you exemptions from the foundation stage exams of the UK Chartered Accountancy bodies (ACCA, CIMA, CIPFA, ICAEW); alternatively, you could study for a Foundation Degree in Business or for a Full Degree.

Entry Requirements

If you have any previous accountancy or finance experience, you can sit an online skills check at www.aatskillcheck.org/ to help you decide whether to start at Level 2 Certificate or Level 3 Diploma. If you feel you should start at Level 3, you'll have an interview assessment to make sure you're on the right level of study.

Additional information

To study this qualification you'll need to join the AAT as a student member, which currently costs approximately £140.00. There's be an additional charge of around £95.00 for course materials. All costs are under review and subject to change.

Apply online at www.coleggwent.ac.uk

studentrecruitment@coleggwent.ac.uk | 01495 333777 (Croesawn alwadau yn Gymraeg)

