

Course Information Sheet

AAT Certificate in Accounting Level 2

FP15E43B



Venue 📍 Hyde Park House	Start Date	19 Sept 2024 18:00
	End Date	22 May 2025 21:00
	Fee	£758 Concession £108
	Materials	£108

[OCSW FP15E43B AAT Certificate in Accounting L2 \(oncoursesouthwest.co.uk\)](https://oncoursesouthwest.co.uk)

Fee Information:

In addition to your course fee you will need to pay a student membership fee to the Association of Accounting Technician (AAT). The total fee for AAT membership is £175

Course Description:

Earn your AAT Certificate in Accounting L2 and kickstart your career in accounting and finance.

Our AAT Certificate in Accounting L2 is designed to provide you with a comprehensive understanding of essential accounting principles. This qualification covers manual bookkeeping, basic costing, and computerised accounting software. Ideal for those starting their career in accounting or finance, or for professionals seeking to formalise their skills, this course will equip you with the knowledge and practical skills needed to excel in the industry.

What will I learn?

Introduction to Bookkeeping

- Understanding financial transactions
- Double-entry bookkeeping
- Ledger accounts and trial balances

Principles of Bookkeeping Controls

- Use control accounts
- Reconcile a bank statement with the cash book

Use the journal

Produce trial balances

Principles of Costing:

Understand the cost recording system within an organisation

Use cost recording techniques

Provide information on actual and budgeted cost and income

Use tools and techniques to support cost calculations

The Business Environment:

Principles of contract law

External business environment

Key principles of corporate social responsibility (CSR), ethics and sustainability

Impact of setting up different types of business entity

Finance function within an organisation

Produce work in appropriate formats and communicate effectively

Importance of information to business operations

Exam Preparation and Revision

- Mock exams and practice assessments
- Revision of key concepts
- Exam techniques and strategies

Who should join this course?

This course is for anyone wishing to start a career in accountancy or finance, as well as those already employed who want to recognise and enhance their skills in manual bookkeeping.

Our target audience includes aspiring bookkeepers, current finance employees seeking professional development, and individuals interested in gaining foundational accounting skills.

Entry Requirements

Will be based on your initial assessment or any evidence of prior achievement. Basic keyboard skills are essential. A maths qualification at level 2 is also desirable.

Progression Opportunities:

Upon completing the AAT Certificate in Accounting L2, learners can progress to:

- AAT Advanced Diploma in Accounting L3
- ACCA Foundation Diploma
- CIMA Certificate in Business Accounting

How do I enrol?

To apply for this course online at www.oucoursesouthwest.co.uk and simply click on the 'How to Enrol' button and complete the Enrolment Form and one of our customer service team will be in touch or call to speak to one of our friendly Learning Advisors on 01752 660713.

How will the course be delivered?

You will be working with your tutor and other learners face to face.

There will be four mandatory exams.

Will I need to practise outside the classroom?

You will be encouraged to review your notes between lessons to ensure maximum benefit from your course. It is always useful to practise your skills between sessions. Your tutor may encourage home learning, or independent research.

How will I know I'm making progress?

Your tutor will set objectives for the session and give feedback on how you are progressing. You will agree personal targets as part of your Individual Learning Plan (ILP), and you will review your targets and the start and end of the session.

What will I need?

Please bring a notepad and pen, and a file for your coursework and handouts.

Please note:

Most courses attract a subsidy from the Education and Skills Funding Agency (ESFA). It is a requirement of the ESFA that you complete various forms at different stages of your course, further information is available on request. Courses are subject to a minimum number of enrolments and could be cancelled if recruitment is low. In some cases, an alternative class at a different location may be offered.

Terms and conditions are available at

<https://www.onscoursesouthwest.co.uk/learner-information/essential-information-for-every-learner>

Room numbers are subject to change - please check when you arrive at the venue.

