



AAT Accounting Level 4

Course Name	Start Date	End Date	Site	Total Fees
Accounting AAT Professional Diploma Level 4	02/09/2019	28/11/2020	The Hub	2573.00
Accounting AAT Professional Diploma Level 4	04/09/2018	29/11/2019	The Hub	0.00

Course Description

The AAT Level 4 programme is perfect to advance your career in the finance and accounting sector. On completion of the course you will be well prepared for roles including Finance Manager, Purchase or Sales ledger Clerk, or a Bookkeeper.

The AAT Level 4 course will start September 2018 and will run for the whole year, finishing July 2019.

The courses are run at The Hub on either a Thursday daytime 09:15 to 16:15 or two evenings a week on Tuesday and Thursday evening 18:00 to 21:00.

On completion of the course you should be able to get a job as a Finance Manager, Purchase or Sales ledger clerk, or a bookkeeper.

There are **NO** remissions available for the course. For full details of the costs please ring Linda Scott on 01302 553553 ext 2849 in the Learner Services Department at the Hub.

The full costs for the course they are as follows: Students aged 19+ – £2,573

The course fees will include your membership to AAT, all materials for the course and all exam fees for 1 sitting only, (should you not pass any of the exams then the resit costs would have to be paid for by yourself). **This does not include books.** It is suggested that you should buy books, but it is not mandatory.

There are many ways to pay for the course and this could be done as follows:

- You could get your employer to pay for the course, the college would require a letter from them on company letter headed paper. Just present this to Student Services when you enrol.
- You could pay by Direct Debit
- You could if you are over 19 apply for a 19+ loan, the details of all would be sent to you on receipt of your application.
- You could do an apprenticeship. You have to be working for 35 hours a week in an accounting role, petty cash, purchase/sales ledger etc. For more details contact workforce development 01302 553553

Course Content

During this course you will take 6 exams and one project in the following subjects:

- Financial Statements (Financial Accounting)
- Personal Tax
- Budgeting (Management Accounting)
- Financial Performance (Management Accounting)
- Credit Control
- Synoptic Assessment

Duration

1 year part-time

Entry Requirements

Previous high level accountancy or finance experience or relevant qualifications (AAT Level 3). An interview prior to enrolment is required.