



AAT Accounting Technicians Certificate in Bookkeeping Level 2

Course Name	Start Date	End Date	Site	Total Fees
Bookkeeping AAT Foundation Certificate Level 2	25/01/2019	29/11/2019	The Hub	0.00

Course Description

The Association of Accounting Technicians (AAT) course is an excellent course if you're working within or looking to enter the finance sector. Most employers are asking potential or existing employees to gain this qualification, as you will become part of the AAT professional body.

The costs for the course will depend on your age, what previous qualifications that you have already achieved at, whether you are on benefits or in full time employment. For full details of the costs please ring Linda Scott on 01302 553553 in the Student Services Department at the Hub.

If you have to pay the full costs for the course it is £500

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).

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 Standing Order.

Course Content

During this course you will be taught 2 subjects. All of the units within the qualification are mandatory.

- Processing Bookkeeping Transactions
- Control Accounts, Journals and the Banking System

On successful completion of this course you would be able to apply for the AAT Advanced Accounting course

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Duration

22 Weeks

Entry Requirements

The AAT Level 2 Accounting Technicians Certificate in Bookkeeping does not require any previous accounting qualification or experience; however students do need a basic level of literacy and numeracy.