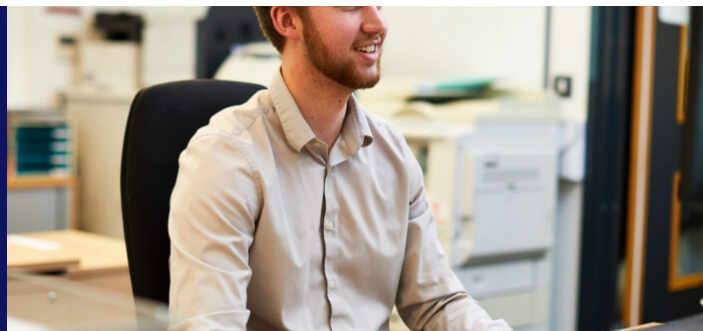


AAT FOUNDATION CERTIFICATE, LEVEL 2

AAT Accounting

**START DATE**

September/January

DURATION

36 weeks

LEVEL

Level 2

STUDY MODE

Part-time

AWARDING BODY

AAT

COST

£633

Please note: This course will be delivered at Castleford College from January 2023.

This course is ideally suited to people who either want to work in accounting or finance, or who already do so and want to achieve a formal qualification to enhance their career prospects.

Lessons are delivered with a blended approach: in college every Monday between 9:15am - 12:15pm and self-directed study in the afternoon.

What will I study?

Units:

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

Topics Covered:

- Processing payments and receipts
- Preparing invoices
- Completing bank reconciliations
- Using accounting software
- Development of skills required to work efficiently in finance

What can I do after this course?

- [Level 3 AAT Advanced Diploma in Accounting](#)
- [Accounts/Finance Assistant Apprenticeship](#)
- [Assistant Accountant Apprenticeship](#)

Potential Careers:

- Accounts Administrator
- Accounts Assistant
- Payroll Administrator
- Trainee Accounts Technician

Entry requirements

- GCSE English and Maths would be an advantage, but the suitability of any candidate will be considered at interview.

- All attendees are required to provide photographic identification.

Assessment

All units are assessed by AAT through a series of computer-based assessments.

Visit this course on our website: <https://www.selby.ac.uk/courses/accounting-aat-foundation-certificate-level-2>

For further information please contact the college: <https://www.selby.ac.uk/contact>

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