

Study Programme

Accounting (AAT)



Bishop Laney
Sixth Form

QUALIFICATION

Association of Accounting Technicians (AAT) Foundation Certificate/Advanced Diploma

WHY SHOULD I CHOOSE THIS STUDY PROGRAMME?

The AAT qualification will allow you to develop the skills and knowledge that employers want within the accountancy and finance sector. As a well-known and respected qualification it can open the doors to chartered accountancy, university or provide you with the skills to successfully run your own finance company. Every business needs a good, effective accountant and you will improve your prospects with this valuable qualification.

WHAT WILL I STUDY?

Level 2

- Bookkeeping transactions: understanding financial transactions within a bookkeeping system
- Bookkeeping controls: understanding controls in a bookkeeping system
- Elements of costing: understanding an organisation's cost recording system
- Work effectively in finance: understanding an organisation's finance function
- Using accounting software: using SAGE to record financial transactions
- Foundation Certificate Synoptic assessment

Level 3

- Advanced bookkeeping: understanding and applying accepted principles of accounting and double-entry bookkeeping
- Final accounts preparation: understanding the processes involved in preparing final accounts
- Management accounting - Costing: understanding an organisation's costing systems
- Indirect tax: VAT, the impact and regulations
- Ethics for accounting: the ethical principles of accounting
- Spreadsheets for Accountants: H and V look ups, Pivot tables, IF formulas, formatting and creating charts and graphs
- Advanced Diploma Synoptic assessment

WHAT COULD THIS QUALIFICATION LEAD TO?

A student who successfully completes the Level 3 programme of study can go onto either the final stage of the AAT Accounting qualification or university. The final stage of AAT—Professional Diploma can open doors in the accounting profession; you can apply for AAT membership and have the initials MAAT after your name, you can become your own boss, or choose a pathway onto chartered studies.

The Level 3 is awarded the following UCAS points, enabling you to apply for a university place:

- Distinction – 56 UCAS points
- Merit – 48 UCAS points
- Pass – 40 UCAS points

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WHAT WILL BE EXPECTED OF ME?

You will be expected to do all of the following as part of your day-to-day work:

- Read and research
- Plan your work in a logical order and keep a record of your progress
- Talk to your teachers about your ideas and how to achieve the best results
- Practice tasks before sitting your exams
- Meet deadlines
- Keep a record of the work you have completed, including the grades and points you have been awarded

WHO WILL BE INVOLVED?

The subject teachers are responsible for planning lessons, preparing resources, assessing work and making sure the units are completed on time.

A quality nominee oversees all of the vocational courses to make sure that standards are being met.

ENTRY REQUIREMENTS

At least 5 GCSE Grades 9 – 4 or equivalent to include English and Maths.

FURTHER INFORMATION

All AAT assessments are practical computer based assessments, which can be sat throughout the academic year, assessments will be either:

- Computer marked—meaning you will get a result decision straight away
- Partial computer marked and partially human marked—you'll get your results within 6 weeks
- Human marked—you'll get your results within 6 weeks

You will also undertake a synoptic assessment at each level; this will draw on and test your understanding of connections between different topics covered across the qualification

Candidates will require good literacy and numeracy skills.