

AAT Accounting

Level 3 Advanced Diploma

Small
class
sizes

Outstanding
Support

Excellent
Progression

Industry
Expert
Teaching

Learner
Centred



AAT Accounting

This Level 3 course builds on the topics covered in the AAT Level 2 Certificate and extends on the areas covered to the completion of final accounts. The programme is designed to provide the maximum flexibility to students from a wide range of circumstances and diverse backgrounds, allowing them to gain skills and knowledge based on nationally agreed standards of competence.

Duration

34 weeks part-time.

Price

£2,880* exc AAT membership.

Learning Method

This course is delivered through blended learning. This comprises of 1 day in class during the week, and 1 class being online.

What will I learn?

- This qualification will build on topics that were covered in Level 2 and extend on the areas covered to the completion of final accounts.
- Will help students learn how to deal with a wide range of circumstances and diverse backgrounds which will allow students to gain skills and knowledge based on nationally agreed standards of competence.
- Skills needed for a range of financial processes including maintaining cost accounting records, advanced bookkeeping, and the preparation of financial reports and returns.

Entry Requirements

You should have a Level 2 Certificate in Accounting or an A Level in Accounting at Grade A*-C.

You should also have GCSE Maths and English at Grade C/4 or an equivalent qualification. Applicants without these qualifications but sufficient life / work experience will need to complete an AAT skills test to assess their eligibility. The ability to word process under time constraints is also essential.

Course units



Business Awareness



Preparing Financial Statements



Management Accounting Techniques



Tax Processes for Businesses

Why should you study at Runshaw?

- Industry expert teaching
- You can set up your own bookkeeping business after Level 3!
- Gain exemptions from chartered qualifications upon completion of all three levels

Progression

On successful completion of this course, you will be awarded an AAT Level 3 Advanced Diploma in Accounting (this course is also known as an Intermediate Diploma in Accounting). Opportunities for employment may include working as an:

- Accounts Assistant
- Accounts Payable & Expenses Supervisor
- Accounts Payable Clerk
- Audit Trainee
- Bookkeeper
- Corporate Recovery Analyst
- Credit Controller
- Finance Assistant
- Insolvency Executive
- Payroll Administrator / Supervisor
- Tax Assistant / Accountant

You may also wish to further develop your skills and knowledge by applying for the Level 4 AAT Professional Diploma in Accounting.

Where are **you** going?

Accountant

Auditor

Bookkeeper

Payroll

Tax Advisor

#FutureYou



AAT Accounting

Level 3 Advanced Diploma

Funding

This course may be FREE if you...

- Are unemployed, looking for work and in receipt of an approved benefit.
- If you are employed, earning less than £25,000 a year before tax.

If this criteria does not apply to you, then you could either get your employer to sponsor you, pay in four consecutive instalments, or pay the fee in full.

Other courses we offer

- L5 Associate Diploma in People Management
- AAT L4 Diploma in Professional Accounting
- L3 Software Development
- L3 Principles of Leadership and Management



Scan here to find out more!



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