

## AAT Level 2 Certificate in Accounting

Location	Stretford Campus
Course Type	Adult
Department	Accounting & Finance
Start Date	Thursday 19th September 2024
Duration	Part-time, 1 Year
Time	10:00 - 14:00
Fee	£ 633.00 You may be eligible for support with your tuition fees - please visit the college website - funding and finance page for further information
Course Code	TPQ-AC2C-1100

## Course Overview

---

If you are keen to start to work in accountancy and financial management, our Level 2 course will introduce you to the basics of the industry. You will have weekly sessions on site as well as online resources to support your learning for the day time classes.

## Course Requirements

---

You must be aged 19+. You will be asked to complete an initial assessment to ensure your numeracy and literacy skills are sufficient to do well on the course. You should be working towards a minimum of level 1 for both Maths and English to commence the programme. You must have access to a computer/laptop at home supported by Wi Fi.

## What You Will Learn

---

The course will help students develop an understanding of the basics of bookkeeping. This will include transactions and controls and also how organisations keep a record of costs and how to use accounts software for recording and processing transactions.

## Assessment

---

This course is assessed through computer-based exams and a synoptic assessment, which draws on and assesses knowledge and understanding from across the qualification.

## Progression

---

Successful completion of this course alongside and excellent attendance record will provide you with one of the entrance requirements for the Level 3 AAT Advanced Diploma in Accounting.

## Career Options

---

Successful completion of this course alongside and excellent attendance record will provide you with one of the entrance requirements for the Level 3 AAT Advanced Diploma in Accounting

## Mandatory Units

---

- Introduction to Bookkeeping\*
- Principles of Bookkeeping Controls\*
- Principles of Costing
- The Business Environment. (Synoptic Assessment)

Students undertaking the Level 2 Certificate in Bookkeeping will only sit the exams with an asterisk\*.

## Contact Details

---

For further information please contact T: 0161 886 7070 or E: [info@trafford.ac.uk](mailto:info@trafford.ac.uk)

## Disclaimer

---

Although every care has been taken to ensure that the information contained within this document is accurate, there may be changes to this programme and provision. We will endeavour to keep prospective and current students updated where appropriate and when the information becomes available.