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# AAT Foundation Certificate In Accounting

## Course Code

EWM3C50Y

## Time and duration

Start Date: 06 January 2021

Start Time: 17:30

Lessons: 37

Weeks: 37

Hours: 148.00

## Location

ACL Colchester  
Barrack Street  
Colchester  
Essex  
CO1 2LR

0345 603 7635

## Description

This course will prepare you for junior and entry level accounting roles by giving you a solid foundation in finance administration - covering areas such as double entry bookkeeping and basic costing principles. To further develop your skills you can go on to study the Advanced courses and achieve the AAT Accounting Qualification

Please bring lunch with you as lunch is not provided

## What Will Happen At My First Lesson

The first week of your course will include Study Skills. Good Study Skills are vital to ensure you gain the best from your course. The Study Skills session will give you the opportunity to discover the best way that you can learn and fully understand the requirements of the course.

## What Qualification/level is this course?

This is the AAT Advanced Diploma in Accounting equivalent to L4

## Examinations Venue disclaimer

Please note, you may be required to travel to an alternative ACL Centre when taking your examination or assessment. This will be communicated to you at the earliest opportunity.

## Who is the course for?

This is the Professional level of the AAT Accounting Qualification. It covers high level accounting and finance topics and tasks

This course is aimed at learners who are interested in pursuing and progressing in their career in Accountancy. Good levels of numeracy, literacy and computer use are essential.

Learners will undertake an assessment to confirm their entry level and there will be an interview with the course tutor. Following this you will be informed whether you have secured a place on the course.

## What can I expect to learn?

The mandatory units are:

- Management Accounting-Budgeting
- Management Accounting -Decision and Control
- Financial statements of Ltd Companies
- Accounting Systems and controls

Optional units include

- Business taxes
- Personal taxes
- External auditing
- Cash and treasury management
- Credit management

## How will I learn?

Your tutor will use a number of different teaching methods to develop your skills. These will include a wide range of authentic materials, individual study, working in pairs/group activities and will include the use of video/audio. You will also have the opportunity to use online learning technologies to develop your skills.

## How will I know how well I am doing?

The aim of the course is to prepare for the AAT exams which are taken at designated times during the year. A timetable of these dates will be available if you are successful in your application to join the course.

The tutor will also give feedback to you; this will be verbal and written. Should it be necessary to resit an assessment, there will be a further cost implication.

## Will I have to do any work at home ?

A minimum of between 8 and 10 hours of reading and private work will be required for successful completion of the examinations which are externally marked to a high standard. Attendance is vital at every session.

## What will I need to provide?

PLEASE NOTE-this course will start off within a virtual classroom with audio and interactive presentations and discussions and will remain so until we can safely return to a classroom environment.

You will need to access our VLE and virtual classroom using a device that supports Chrome or Firefox. ACL will provide you with a log in and instructions. Please also have access to a pen/pencil and notepaper.

## Are there any other costs?

AAT Membership fee £147

Cost of workbooks and tutorials dependent on financial situation. Please discuss with your tutor once starting the course but full cost of books at L4 will be approx £160

Financial assistance may be available to help with costs - please enquire at reception  
Registration with AAT must be obtained within 2 weeks of starting the course.

## What can I do next?

Please discuss options with your course tutor.

For ACL courses see [www.aclessex.com](http://www.aclessex.com)

The National Careers Service provides information, advice and guidance to help you make decisions on learning, training and work. The service offers confidential and impartial advice and is supported by qualified careers advisers.

To make an appointment please call 0800 100 900 (calls are free from landlines and most mobile numbers) or visit their website <https://nationalcareersservice.direct.gov.uk>

## Further Information

For all enquiries regarding this course please contact 0345 6037635.