

DURATION, DAY, DATE AND TIME OF THE COURSE:

34 weeks starting Thursday 19 September 2024, 18:00 - 21:00.

VENUE:

Online and On Campus

We have partnered with **Mindful Education** to deliver this course through our flexible Online and On Campus model.

Online, you will study award-winning video lessons, which are available on demand, and can be viewed from your phone, tablet or computer – meaning you can choose how, when and where you want to study. Lessons last for around 45 minutes and are accompanied by animations and motion graphics to bring concepts to life. Practice questions, downloadable lesson materials and interactive case studies help to enhance the learning experience further and learners should expect to spend around 4-5 hours studying independently online each week.

On campus, you benefit from regular classes with a college tutor – without having to commit to attending multiple evenings each week. Your tutor will review what you have learnt during your online lessons and will be on hand to provide guidance on progress and assessment. Regular discussion with classmates will help to reinforce key points while also providing the additional support and motivation that comes from being part of a group.

ENTRY REQUIREMENTS:

There are no formal entry requirements for this course. Previous knowledge of accounting or a Level 1 Bookkeeping qualification would be advantageous but not essential.

WHAT QUALIFICATIONS WILL I GET?

AAT Accounting Level 2 Foundation Certificate

COURSE DESCRIPTION:

This AAT (Association of Accounting Technicians) course is an entry-level accounting qualification, ideal for anyone who is seeking an introduction to basic accounting principles and skills.

This flexible course is delivered in partnership with **Mindful Education**, and combines online learning with face-to-face lessons in the classroom.

On successful completion of this course, you might be eligible for a fully funded Level 3 course. Please see information on progression below.

This qualification will prepare you for junior and entry level accounting roles. It delivers a solid foundation in finance administration - covering areas such as double entry bookkeeping to basic costing principles and using accounting software.



On successful completion of this course, you will be awarded an AAT Level 2 Foundation Certificate in Accounting. This internationally recognised AAT (Association of Accounting Technicians) qualification enables those working in accounting or those who looking to pursue accountancy as a career to gain knowledge, practical experience and the all-important certification often sought by employers.

UNITS/TOPICS COVERED:

The Level 2 course covers a range of key areas, including:

- Introduction to Bookkeeping
- Principles of Bookkeeping
- Principles of Costing
- The Business Environment

You will also develop business communications and lifelong learning skills, applying what you learn on the course to the wider industry context.

TYPE OF 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.

WHERE CAN IT LEAD?

On successful completion of this course, you can progress to higher levels of the AAT Accounting Qualifications (Level 3 and then on to Level 4). Under the **Free Courses for Jobs** initiative, you might be eligible for a **fully funded Level 3 course**. Alternatively, you can apply for an **advanced learner loan** to cover the cost of your Level 3 study. Please ask a member of college staff for more information.

The skills and knowledge you will gain throughout this qualification will qualify you for roles including Accounts Assistant, Finance Assistant, Credit Control Assistant or Purchase Ledger Clerk.

COURSE FEE:

£1,270 Standard Fee - £2,460 Full Fee

If you are 19+ on 31 August 2024 and studying a Level 3, 4, 5 or 6 qualification, an Advanced Learner Loan may be available for this course. Please call Client Services on 01737 788444 for details or visit www.gov.uk/advanced-learner-loan for more information on how to apply.

If you are 19+ on 31 August 2024 and meet the ESFA (Education & Skills Funding Agency) residency criteria, the standard fee will apply unless you qualify for free tuition.

The full fee will apply if you are aged 19+ on 31 August 2024 and you do not meet the ESFA residency criteria or if there is no Government funding for this qualification.

Contact Client Services for advice and guidance on funding and eligibility. Please be aware that there may be additional costs for materials.

WHAT TO DO NEXT:

If you have any outstanding queries please contact our Client Services team on 01737 788444 or at clientservices@esc.ac.uk.

To apply online for this course please visit www.esc.ac.uk.

Disclaimer:

Every effort has been made to ensure that the details contained in this leaflet are up-to-date and accurate at the time of printing. However, the College reserves the right to alter or cancel courses, their content, entry requirements, fees or other details should circumstances dictate. Should you require this leaflet in a different format please contact Client Services on 01737 788444.

