

## AAT Certificate in Accounting

### Summary

This course can be your first step towards working in accountancy. You will develop the foundational accounting knowledge needed to progress, alongside business and personal skills that are transferable to any sector. AAT (Association of Accounting Technicians) qualifications are internationally recognised.

<b>Course Provider</b>	Open Study College (OSC) 1760 Solihull Parkway, Birmingham Business Park, Birmingham B37 7YD 0330 433 2876   www.openstudycollege.com
<b>Qualification Accreditation</b>	Association of Accounting Technicians (AAT)
<b>Academic level</b>	Level 2
<b>PET entry requirements</b>	Level 2 English and Maths. Applicants must be within two years of release.
<b>Format of course material</b>	Paper-based
<b>Structure of course</b>	Unit 1 - Introduction to bookkeeping Unit 2 - Principles of bookkeeping controls Unit 3 - Principles of costing Unit 4 - The business environment
<b>Assignments</b>	8 written assignments
<b>Exam</b>	4 invigilated, closed book exams (3 are 90 minutes; 1 is 120 minutes)
<b>Study hours</b>	340
<b>Course expiry date</b>	12 months
<b>Prison support requirements</b>	Facilitate tutor support via email. This often requires scanning learner assignments and email them to their tutor.
<b>Supplier tutor's support</b>	Yes - accessed with prison staff support
<b>Certificate</b>	On successful completion of this course, you will receive your AAT Level 2 Certificate in Accounting
<b>Progress</b>	There are range of possible progression options, including a wide range of business and management courses. Call our free Advice Line on 0800 048 7520 on Tuesdays

	(10-12pm and 2-4pm) and Thursdays (10am-12pm and 2-6pm).
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