



Accountancy Advanced Apprenticeship (NVQ Level 3)

Overview

Apprenticeships are high quality, work-based training programmes for young people who want to develop their careers while working for an employer. Apprentices must be aged 16 or over, be in employment working more than 16 hours per week, and not taking part in full-time education.

Employers who take on Apprentices value the practical nature of the training which is directly relevant to improving performance in their business. The approach encourages dedication to work and keenness to learn. Macclesfield College staff work with employers to support them and the Apprentices during the training period. Entry requirements are flexible because Apprenticeships are not just based on academic achievement.

Who is it for?

Apprentices will be in a workplace where evidence of competence can be obtained. It is advisable to have completed the NVQ Level 2 course before commencing the NVQ Level 3.

Outcome

Apprentices will develop a range of skills and gain confidence in carrying out their duties at work. They will gain a recognised accountancy qualification (AAT) which will assist with future career development.

Content

These units provide the development of book-keeping and preparation of final accounts for sole traders and partnerships.

The AAT course covers the following units:

- Accounts Preparation I
- Accounts Preparation II
- Cash Management
- Costs and Revenues
- Indirect Tax
- Professional Ethics in Accounting and Finance
- Spreadsheets Software
- Functional Skills in Communication Level 2
- Functional Skills in Application of Number Level 2
- AOSG Log Book

Assessment

Apprentices are assessed in the workplace. They also complete Computer Based Examinations in 5 units and 2 case studies all set by the AAT.

Entry Requirements

Apprentices should be in a workplace where evidence of competence can be obtained. It is advisable for them to have completed the NVQ Level 2 course. Prior work experience could be taken into account, on an individual basis.

Duration

The course lasts one year, part-time.

Course Information

East Cheshire Business School
at Macclesfield College



Career Opportunities

There are many employment opportunities for qualified accountants and bookkeepers, and career progression may be possible in the Apprentice's workplace. Full membership of AAT is open to Apprentices who complete the Technician Stage.

Awarding Body

AAT www.aat.org.uk

Follow up courses

AAT Level 4 Technician Stage

Tel: 01625 410000

Contact us for advice, more information or to book a course

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