

NVQ in Accounting – Level 3 – AAT Intermediate - FE

What makes this course special?

This is an ideal programme for anyone who has completed the AAT Foundation Stage (NVQ Level 2) or has appropriate qualifications or experience.

What are the entry requirements?

You should have completed the AAT Foundation Stage or have at least 3 years relevant Accounting experience, guidance will be given during application.

How long does it last?

You should complete your study within one year. You should expect to attend college half a day per week and spend two hours each week reviewing and updating your portfolio of evidence.

What will I study?

You will register as a student member of the AAT – Association of Accounting Technicians. You will be working towards an NVQ Level 3, which contains 5 units. You will also be required to take two exams: -

Method of Assessment

- | | |
|---|------------------|
| - Unit 5: Maintaining Financial Records and Preparing Accounts | Portfolio + Exam |
| - Unit 6: Recording Cost Information | Portfolio + Exam |
| - Unit 7: Preparing Reports and Returns | Portfolio |
| - Unit 21: Working with computers | Portfolio |
| - Unit 22: Contribute to the maintenance of a healthy, safe and productive working environment | Portfolio |

You will attend college for half a day per week for 12 months in preparation for the exams.

How will I be assessed?

Assessment is via the collection of a portfolio of evidence, which ideally will include evidence from your workplace. Your Assessor and Tutor will support you through the course. There are also two exams, which can be taken in either June or December.

Will this course lead to a qualification?

Upon successful completion you will be awarded the NVQ – Association of Accounting Technicians Level 3.

What equipment will I need to buy?

General stationary, calculator.

How much will it cost?

Please ask Admissions for further details.

How do I find out more?

Contact Yorkshire Coast College Lady Ediths Drive Scarborough YO12 5RN

Web: www.yorkshirecoastcollege.ac.uk Please contact our Admissions Team on 01723 372105 or email enquiries@ycoastco.ac.uk for more information.

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