

**LEVEL 4 DIPLOMA IN ACCOUNTING**

***'Successful organisations recognise the importance of a skilled and experienced workforce. Offering staff the opportunity to gain qualifications can aid development and provide recognition of competence.'***

**AIM OF PROGRAMME:**

This is the final level and is for those who have completed the Level 3 Diploma in Accounting in the previous year.

This level covers more complex accounting tasks including drafting financial statements, managing budgets and evaluating performance. There are 6 units of competency. Competence is proved by a mixture of project work, simulations and computer based assessments.

<b>PROGRAMME FOR FULL QUALIFICATION</b>	
<b>Mandatory units:</b>	
➤	Financial statements
➤	Budgeting
➤	Financial performance
➤	Internal control and accounting systems
<b>Optional units (choose 2):</b>	
➤	Credit management and control
➤	Personal tax
➤	Business tax
➤	External auditing

Once this level has been achieved, and with proof of one year's past relevant work experience gathered while training, the learner can apply to become a full member of AAT and use the letters MAAT.

**ENTRY REQUIREMENTS:**

- Completion of the Level 3 Diploma in Accounting.

**RESOURCES PROVIDED:**

- AAT standards are provided at the start of the programme. They can also be accessed on the AAT web site at: [www.aat.co.uk](http://www.aat.co.uk)



**TRAINING:**

- One day per week in term time (day release).

**PROGRAMME DETAILS:**

- Options throughout the year; main intake in September.

**For further details contact: The Qualifications Team**

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