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## **AAT Level 3 Diploma in Accounting**

### **Start Date**

Rolling Programme - Tuesdays

Daytime 9.30am – 2pm or

Evening 4.30pm – 9pm

### **Course Fees (to be paid in full prior to Enrolment)**

Net This includes all Tuition, Resources and one exam sitting per unit. Also includes a 15% discount for payment of the course in full.	£1982.00
Vat	£318.40
Total	£2300.40

(Additional payment options are available)

What will you study? PTO for full details.

**Level 3**

The Level 3 Diploma will suit you if you've completed the foundation accounting level and would like to build your skills or you're already working in finance and you'd like a formal recognition of your skills or you would like to go onto be an AAT full member (MAAT) or study for chartered status.

#### **Business Awareness:**

- Understand business types, structures and governance, and the legal framework in which they operate
- Understand the impact of the external and internal environment on businesses, their performance and decisions
- Understand how businesses and accountants comply with principles of professional ethics
- Understand the impact of new technologies in accounting and the risks associated with data security
- Communicate information to stakeholders

#### **Financial Accounting: Preparing Financial Statements:**

- Understand the accounting principles underlying final accounts preparation
- Understand the principles of advanced double-entry bookkeeping
- Implement procedures for the acquisition and disposal of non-current assets
- Prepare and record depreciation calculations
- Record period end adjustments
- Produce and extend the trial balance
- Produce financial statements for sole traders and partnerships
- Interpret financial statements using profitability ratios
- Prepare accounting records from incomplete information

#### **Management Accounting Techniques:**

- Understand the purpose and use of management accounting within organisations
- Use techniques required for dealing with costs
- Attribute costs according to organisational requirements
- Investigate deviations from budgets
- Use spreadsheet techniques to provide management accounting information
- Use management accounting techniques to support short-term decision making
- Understand principles of cash management

#### **Tax Processes for Businesses**

- Understand legislation requirements relating to VAT
- Calculate VAT
- Review and verify VAT returns
- Understand principles of payroll
- Report information within the organisation

**Level 3**