

Assistant Accountant Apprenticeship

Qualification	AAT Level 3 Advanced Diploma in Accounting
Based at	Dartford
Length of apprenticeship	Level 3 = 18 months
Hours	Attendance at college one day a week or two evenings a week in term time
Entry requirements	GCSE English and maths grades 4 (C) or above are essential
Description	<p>Subjects covered include: business awareness, IT systems & procedures, ethical standards, financial accounting & reporting and management accounting</p> <p>These lead to examinations in advanced book-keeping, final accounts preparation, management accounting: costing, indirect tax and a final advanced synoptic assessment</p>
Assessment methods	<p>AAT examinations. In addition, a portfolio of workplace evidence uploaded to SecureAssess is required; together with a reflective discussion.</p> <p>There are 3 grades for the apprenticeship: Distinction, Pass or Fail.</p>
Maths & English content	No GCSE or Functional Skills additional learning required, as entry requirements must be for GCSE grade 4 (C) or above in English and maths
Progression options	<p>Progression into a variety of accounting careers in both large and small firms in the industry, practice and public sector: audit trainee, corporate recovery analyst, credit controller, tax accountant for example</p> <p>The AAT qualification enables progression to achieve Certified Accountant and/or Chartered Management Accountant qualifications</p>
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