

AAT Professional Diploma in Accounting (Level 4)

The advanced level AAT Accounting qualification covers financial team leader skills, including financial statements for limited companies, complex management accounting tasks, management skills and specialist learning areas.

Quick Information

Qualification:	Professional Diploma in Accounting Level 4
Date:	On Application
Assessment:	Exams
Level:	H
Area:	Business Services & Enterprise
Course Code:	CPAATPD4

About the Course

The Professional Diploma covers financial team leader skills, including drafting financial statements for limited companies and complex management accounting tasks such as managing budgets and evaluating financial performance.

This demanding qualification is designed for students who have recently achieved the Level 3 Diploma in Accounting (AAT) and who wish to become full Accounting Technicians. Ideally you will also have work experience in the sector.

This practical, skills-based qualification will cover statements for limited companies and complex management accounting tasks, as well as optional specialist units including business tax, external auditing and credit control.

Delivery Methods

- Tuesday and Thursday (5pm - 9pm). Please note that students must attend both evening classes

OR

- Thursday (9am - 5pm)

Please note that times are subject to change and will not be confirmed until you enrol.

Key Units

Core Units

- Financial Statements of Limited Companies
- Management Accounting: Budgeting
- Management Accounting: Decision and Control
- Accounting Systems and Control

Two specialist option units:

- Cash and Treasury Management

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- Credit Management

Entry Requirements

- A minimum of GCSE grades C/4 or above in both English and Mathematics (or Level 2 in Literacy and Numeracy)
- All Level 4 students must also have completed the [AAT Level 3 Diploma in Accounting](#)

Assessment

Exams

Where does this Lead

Future Opportunities

[AAT \(Association of Accounting Technicians\)](#) qualifications open up huge opportunities nationally and internationally. The qualifications are recognised throughout the finance world; from small local enterprises to the biggest multinationals, there is a demand for qualified accounting staff. The course offers progression onto AAT full membership, giving students professional recognition, allowing them to use the letters MAAT after their name.

All the UK chartered and certified accountancy bodies recognise the AAT accounting qualification and offer AAT members exemptions. Alternatively, AAT Level 4 may gain exemptions on accounting finance related degrees at many UK universities.

Tell Me More

Expertise

The Sheffield College prides itself on high quality teaching and training, and was named Best Training Provider of the Year (Medium) by AAT in 2015.

Enrolment Opportunities

If you are interested in starting this course with us for the 208/19 academic year you can enroll at one of the following sessions taking place at City Campus:

- Wednesday 11th July, 3.30pm - 6.30pm
- Thursday 26th July, 10am - 2pm (AAT drop in session)
- Tuesday 7th August, 10am - 2pm (AAT drop in session)
- Thursday 23rd August, 10am - 2pm (AAT drop in session)

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- Tuesday 4th September, 4pm - 7pm

If you wish to enroll on the day, please bring the following documentation with you:

- Evidence of your highest level qualification (e.g. transcription or exam certificates)
- Means of payment or evidence from your employer stating their intention to pay your course fees (if your employer will be covering the cost of your tuition)

Members of our Finance Team will be on hand on the day to provide further advice around paying for course fees and acquiring funding/student loans.

Extra Costs

[AAT membership](#) renewal of approximately £90 is paid directly to AAT.

You will also be expected to buy course books (one per unit) which will total approximately £80. Your tutor will advise you of the cheapest places to buy these at the start of the course. Limited textbooks are also available in the college LRC for short term loans.

Please note that the course fee includes a first attempt at all exams. Any subsequent resits must be paid for by the student (approximately £60 per exam).