

Professional Diploma in Accounting with AAT



Tel: 020 7256 6668

This is a higher level diploma designed to further your knowledge and experience of bookkeeping and accounting with the aim of gaining an AAT Level 4 Professional Diploma in Accounting qualification.



If you already hold the Level 3 Advanced Diploma in Accounting this is the natural next step to build and progress your accounting career in order to pursue more senior accountancy roles such as a VAT Accountant, Treasurer, Assistant Financial Accountant, Senior Finance Officer, Payroll Manager and more.



Course outline

This diploma is for anyone dedicated to the progression of their finance and accountancy career through the attainment of professional qualifications.

Study of the Level 4 Professional Diploma in Accounting* will enable you to progress your career to more senior management accountancy roles.

Many of our AAT students are already working and study around existing commitments. You will access your learning through the Pitman Campus, our online learning platform, which enables you to study at a time and place that suits you best.

The benefit of flexible learning means you are fully in control of your learning pace and can revisit sections of the course whenever you feel the need, something which a more traditional classroom environment can't offer.

Achieving this qualification and gaining proven work experience in line with set AAT requirements will mean you can apply for full AAT membership and achieve professional MAAT status.

*Level 4 is the equivalent to Level 8 in Scotland.

Aims and Objectives

The aim of this diploma is to teach you the more advanced elements of Management Accounting so that you can gain a Level 4 Professional Diploma in Accounting qualification from AAT.

Pre-requisites

In order to commence your Level 4 training you will be required to have gained the AAT Advanced Diploma in Accounting (Level 3).

Career Path

This diploma will assist your career progression to more senior accountancy job roles such as Assistant Financial Accountant, Payroll Manager, Senior Bookkeeper, VAT Accountant to name a few roles.

Upon successful completion of this diploma and dependent on gaining relevant work experience in line with AAT requirements, you could opt to apply for full AAT membership and achieve professional MAAT status.



CPD Points 420

(Awarded CPD points upon successful completion).

Core Courses

Management Accounting: Budgeting

In this course you'll look at preparing budgets, preparing income and expenditure forecasts, how budgeting can improve organisational performance, best practice to reporting format for budget information.

Management Accounting: Decision and Control

With this course you'll learn a range of costing techniques used to support management accounting, how to calculate and use standard costing with a view to improving performance, a variety of statistical techniques to analyse business information, how to use both financial and non-financial performance techniques to aid the decision making process and how to evaluate a range of cost management techniques to enhance value and aid the decision making process.

Financial statements of Limited Companies

This course will lead you to be able to confidently demonstrate an understanding of reporting frameworks and ethical principles that underpin financial reporting, be able to demonstrate an understanding of the key features of a published set of financial statements, how to draft statutory financial statements for a limited company and also consolidated financial statements and finally you'll look at how to interpret financial statements using ratio analysis.

Accounting Systems and Controls

In this section you'll look at how to demonstrate an understanding of the role and responsibilities of the accounting function within an organisation, how to evaluate internal control systems, how to evaluate an organisation's accounting system and underpinning procedures and how to analyse recommendations made to improve an organisation's accounting system.



Elective courses (choose two)

- Business Tax
- Personal Tax
- External Auditing
- Cash and Treasury Management
- Credit Management

For details regarding professional exam certification please speak with one of our Course Advisors.

To discuss your current skills and aspirations for the future, please speak to one of our friendly advisors.

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Oxford Circus: 50 Margaret Street, London, W1

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Guideline Learning Time

420 hours flexi study or 17 weeks full-time
(Full-time based on approx 20-30 hours a week)

The AAT recommends a total study time of 540 hours
To take advantage of the full range of accompanying learning resources, we recommend a study timeline of 12 months.