

## AAT Foundation Certificate Level 2 in Bookkeeping

Glasgow Clyde College

### Venues

Cardonald Campus

### Content

This short course, studied over four months, will equip you with the skills and knowledge needed to manage books effectively – including double entry bookkeeping, and associated documents and processes, up to Trial Balance standard.

On successful completion of the course, you will be awarded an AAT Level 2 Foundation Certificate in Bookkeeping. This internationally recognised AAT (Association of Accounting Technicians) qualification enables those working in accounting or those who looking to pursue accountancy as a career to gain knowledge, practical experience and the all-important certification often sought by employers.

Units of study include: Introduction to bookkeeping; Principles of bookkeeping.

### Start Date

September

### Qualification

Other

### Study Method

Part time (evening)

### Course Length

15 weeks

### Department

Business and Finance

### Entry Requirements

No formal entry requirements. However, for the best chance of success, it is recommended that you begin your studies with a good standard of English and maths.

### SCQF Level

5

## SCQF Points

«SCQFPoints»

## Combination Courses

«htmlCombinationCourse»

«htmlCombinationUCASCode»

## Address

«Address»

## Website

www.glasgowclyde.ac.uk