

Accounting AAT Diploma level 3

Course Overview

AAT is a professional and well-recognised accounting technician qualification, providing a practical approach to accounting work. The AAT Level 3 Diploma online builds on basic financial knowledge by teaching complex accounting tasks such as preparing final accounts for partnerships and sole traders, and maintaining cost accounting paperwork. It is suitable for those who have completed the AAT level 2 course or those who are at an intermediate level and looking to develop their existing accounting skills. This is an intensive day release programme which is suitable for apprentices.

What you will learn

During the course you will be required to study the following areas:
 - financial accounts
 - prepare profit and loss balance sheet
 - prepare costs and revenue reports
 - prepare cash flow forecast
 - prepare VAT returns
 - apply professional ethics in accounts and finance
 - use spreadsheets in accounting and finance.

 This is a day release programme.

Entry Requirements

You are required to have completed AAT level 2 and have four GCSEs at grade 4 (C) and above including English and maths.

Course Fees

You will need to renew/take out your AAT membership at a cost of approximately £120 at the start of the course. This is not part of the course materials fees or covered in the student loan.

 This course is included in the Lifetime Skills Guarantee scheme - if you are 19+ and do not already have a full level 3 qualification (2 A levels or equivalent) there will be no course fees for this course. Simply apply by clicking apply now at the top of the page.

Course Progression

Once you have successfully completed AAT level 3 you can progress on to AAT level 4 or a degree course in a university where the following accreditations can be gained; ACCA, ACA, CIMA (first year).

 After completing AAT level 3, you will be competent to work as a financial accountant, an assistant financial accountant, a purchase ledger clerk, a sales ledger clerk or a general accounts clerk.

What Happens Next

Apply online via the college website. You will be contacted to come into college if required, or you will be sent a conditional offer according to the entry requirements for the course. You will then be invited in to enrol for your chosen course of study. For enrol and pay courses: Once you have decided to take the course, you need to fill in a short student details form online and pay the course fee. Once you have done this, you will receive an electronic confirmation of enrolment and payment.

Course Details

Course Code	P00382
Start Date	10/09/2026
Study Hours	Part Time
Duration	2 years
Campus	City Skills Centre
Level	3

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