



AAT ACCESS

Your answer to the ABC
of business and finance

aat



“AAT’s Level 1 Award in Accounting (now the Access Award in Business Skills), was perfect for my needs. It introduced me to basic accounting procedures and working in a professional environment.”

Dan Sampson Student

AAT ACCESS

Give your students the opportunity to gain fundamental business and finance skills. Providing your students with the ABC start they need, our Access qualifications will help them:

Get **A** job

Better themselves

Start a **C**areer

What Access qualifications are available?

The new suite of Access qualifications cover three key topics. These are designed to help your students gain skills which will improve their employability prospects.

- AAT Access Award in Bookkeeping
- AAT Access Award in Accounting Software
- AAT Access Award in Business Skills

“The Level 1 Computerised Accounting (to be replaced with AAT Access Award in Accounting Software) qualification has been hugely successful in supporting students referred by our local job centres to progress into employment.”

George Khoury
Employment and Skills Team Leader,
Lewisham Southwark College

Why should your students study Access?

AAT Access qualifications are open to everyone and can help your students take their first steps towards the right job for them. Access qualifications will suit students who:

- aren't currently in employment or training and need workplace skills
- are just leaving school or college and looking for some introductory business and finance skills training
- have gained accounting qualifications outside of the UK and need a recognised qualification to enhance employment options
- are looking for a new career path or to retrain.

“We use AAT Access for our ESOL students. The students find the course to be extremely beneficial and we have been delighted with the success of the courses we have run.”

Grant Glendinning
Vice Principal,
City & Islington College

Why should you offer Access?

Offering Access qualifications creates new opportunities to engage with different audiences. They support and up-skill individuals within your local community to help secure sustainable employment. The qualifications can also reach out to those that wouldn't necessarily choose to study an accounting qualification.

With a variety of funding opportunities available, Access qualifications can enhance your current offer to students, providing a viable pipeline for students to progress onto our foundation level qualifications.

Our Access qualifications can also be bolted on to wider employability programmes to further enhance work readiness'.

“We see real value in our clients accessing AAT qualifications. The skills and knowledge they develop alongside the value the qualifications hold with employers means that our clients are seeing genuine progression into sustainable employment.”

Brian McKeown
Employer and Skills Lead,
Department for Work
and Pensions

Access all areas

Every business, regardless of size or industry, needs employees with finance and accounting skills. Our Access qualifications are perfectly placed to provide students with essential fundamental skills and knowledge needed to take their first steps into work.

We're a professional membership body.



+140,000

members and growing

We attract new members and students year on year.



+80,000

people study
AAT qualifications every year

We support and develop our students through more than 500 AAT training providers.



500

training providers

ACCESS AWARD IN BOOKKEEPING

AAT Access Award in Bookkeeping covers the core areas of bookkeeping. Introducing students to the role of a bookkeeper and the basic techniques needed to undertake simple bookkeeping activities.

The qualification teaches students:

- the duties and responsibilities of the bookkeeper
- to understand financial transactions
- how to process customer and supplier transactions
- how to process receipts and payments.

Developing skills and an understanding in these areas will increase students employability potential whilst offering them an insight into professional practice.





“Studying AAT has grown my knowledge of accounting and finance. I’m now not only able to complete more complex work, but also understand what I’m doing and why.”

Samantha Gray AATQB



“I was interested in accountancy and wanted to get an idea of what skills I’d need for a career. I decided to combine the Awards in Bookkeeping and Accounting Software as I felt these would give me a really good introduction. It was great, I was able to apply what I was learning to real life situations.”

Reafad Rahman Student



ACCESS AWARD IN ACCOUNTING SOFTWARE

AAT Access Award in Accounting Software provides students the opportunity to develop the basic skills needed to use accounting software, a key requirement in the modern accounting industry.

This qualification teaches students:

- about the benefits and risks of using accounting software
- how to set up accounts within the software package
- how to record bank and cash transactions
- how to produce reports using accounting software.

These are all fundamental skills needed in the modern accounting world.

ACCESS AWARD IN BUSINESS SKILLS

AAT Access Award in Business Skills enables students to develop the skills needed in every business. Students will gain a broader understanding of the world of work, alongside basic accounting techniques and principles.

This qualification teaches students:

- how to use numbers and data within business
- about the processes and set up of typical business environment
- the importance of accurate sales and purchase records in business
- about preparing for work.

With these skills students will be better prepared for entering the world of work.





“Delivering a variety of AAT qualifications offers a great opportunity to attract a broad range of students into the college.”

Lindsay Geach AAT Tutor
Truro College

ANY QUESTIONS?

If you'd like to know more about AAT and our qualifications, please get in touch with us.

Email us at RegionalAccountManagers@aat.org.uk
or visit aat.org.uk/level1update



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