



Foundation Apprenticeship in Accounting

Overview

The Foundation Apprenticeship in Accounting has been designed to provide a structured approach to training and developing prospective Accountants and is suitable for employees in the following roles;

- > Accounts Clerk/Assistant
- > Cashier
- > Credit Control Clerk
- > Finance Assistant
- > Purchase Ledger Clerk
- > Sales Ledger Clerk

The framework includes the following components:

- > Level 2 Certificate in Accounting
- > Essential Skills Wales Level 2 in Communication
- > Essential Skills Wales Level 1 in Application of Number
- > Employee Rights and Responsibilities

Level 2 Certificate in Accounting

Mandatory Group A

Title	Level	Credit
Processing Bookkeeping Transaction	2	9
Control Accounts, Journals and the Banking System	2	8
Basic Costing	2	8
Work Effectively in Accounting and Finance	2	5
Computerised Accounting	2	4

Mae'r Rhaglenni Prentisiaeth, Hyfforddeiaeth a Thwf Swyddi Cymru, a arweinir gan Lywodraeth Cymru, yn cael cymorth ariannol gan Gronfa Gymdeithasol Ewrop

The Apprenticeship, Traineeship and Jobs Growth Wales Programmes, led by the Welsh Government, are supported by the European Social Fund





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Delivery Options for AAT Level 2

Option 1: Face to face classroom based delivery every Tuesday 9.30am to 11.30am

Option 2: Virtual delivery every Tuesday 5.30pm to 7.30pm

Please contact us for more information:

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Visit our website: alstraining.org.uk for a comprehensive list of our training services