

# Foundation Certificate in Bookkeeping L2

The AAT Foundation Certificate in Bookkeeping provides an entry point for anyone wishing to start a career in accountancy or finance. It may also support career progression for those already in employment by formally recognising their skills in manual bookkeeping. Manual bookkeeping underpins all accountancy and finance roles. Studying the AAT Foundation Certificate in Bookkeeping helps students to develop a strong foundation of bookkeeping knowledge and skills needed to work in accountancy and finance or to go on to study higher-level bookkeeping or accountancy. Students completing this qualification will be able to confidently carry out typical bookkeeping transactions and tasks. This qualification is suitable for those already working in finance, those returning to work after a break or those wishing to change career. The qualification is open to those who are working and those who are not currently in employment. It also offers progression for students who have started studying accountancy and bookkeeping with AAT.

## Module Chapters

- Bookkeeping Transactions
- Bookkeeping Controls

## Additional Course Information

Estimated learning time: 105 hours

Course type: e-learning & book based learning with exam based assessment

On successfully completing this programme candidates will achieve:

- [Foundation Certificate in Bookkeeping Level 2](#)

# Foundation Certificate in Bookkeeping L2

## Progression Options

Spreadsheets Level 2

Advanced Spreadsheets

**Functional Skills Maths & English Level 2**

**Microsoft Office Specialist Spreadsheets**

**Microsoft Office Specialist Expert**



## Rewards Training

Belgrave House, Station Way, Crawley, RH10 1HU

[www.rewardstraining.co.uk](http://www.rewardstraining.co.uk)

[sales@rewardstraining.co.uk](mailto:sales@rewardstraining.co.uk)

01293 562651