

The Accountancy Learning Apprenticeship Programme

Executive summary

There are two relevant Apprenticeships under the new Standards and a summary of the contents of each programme is set out below

“Assistant Accountant” Apprenticeship

- AAT Foundation Certificate in Accounting (Level 2)
- AAT Advanced Diploma in Accounting (Level 3)
- Mentoring of practical work experience and building related Portfolio
- Completion of schedule of “competences”
- Additional technical accountancy related webinars
- Additional personal skills training webinars and face to face training
- Preparation for the “Gateway” and End Point Assessment
- Support for in-house apprenticeship cohort group activities

“Professional Accounting / Tax Technician” Apprenticeship

- AAT Professional Diploma in Accounting (Level 4)
- Mentoring of practical work experience and building related Portfolio
- Completion of schedule of “competences”
- Additional technical accountancy related webinars
- Additional personal skills training webinars and face to face training
- Preparation for the “Gateway” and End Point Assessment
- Support for in-house apprenticeship cohort group activities

As there is now no longer a Level 2 Apprenticeship, the studies for this will be incorporated into the Level 3 “Assistant Accountant” Apprenticeship.

It is anticipated that the Levels 3 and 4 Apprenticeships would be completed over a period of 2½ to 3 years in total.

As with all of our courses, they are roll-on-roll-off and therefore apprentices can start at any time of the year.

Please see the following supporting documents for further information:

1. The key elements of our proposed programme
 2. An explanation of the content and funding of the Accounting Apprenticeships
 3. Details on the supplementary technical accountancy webinars provided
 4. Details on the supplementary personal skills training provided
- Fact sheets on:
5. The Foundation Certificate in Accounting (AAT Level 2)
 6. The Advanced Diploma in Accounting (AAT Level 3)
 7. The Professional Diploma in Accounting (AAT Level 4)