

AAT QUALIFICATIONS

An update to our qualifications

QUALIFICATIONS 2022

aat



CONTENTS

4	An update to our qualifications
5	Key dates
6	AQ2016 vs Q2022
7	Glossary
8	What else is changing?
10	Completing your qualification
12	Qualification structure
14	What next?

AN UPDATE TO OUR QUALIFICATIONS

In 2022, we'll be introducing new versions of the AAT bookkeeping and accounting qualifications.

To ensure that our qualifications reflect what employers and the industry needs, we regularly review and update them. This brochure includes all the essential information you need to know about the new qualifications and what your next steps should be.

Throughout, we refer to our current and new qualifications in the following ways:

AQ2016

When you see this, we're referring to the current foundation and advanced level bookkeeping qualifications, and our foundation, advanced and professional level accounting qualifications.

Q2022

When you see this, we're referring to the new bookkeeping and accounting qualifications which will be launched on 1 September 2022.

Key dates

We know you love numbers, so here are some important ones for you to remember:

- **31 August 2022:** last date for registering on AQ2016 bookkeeping and accounting qualifications
- **1 September 2022:** first date for registering on Q2022 bookkeeping and accounting qualifications
- **30 September 2023:** last assessment date for AQ2016 bookkeeping and accounting qualifications. If you need to sit a synoptic assessment, make sure you check the synoptic assessment calendar to ensure you plan this in with the relevant availability.

AQ2016 VS Q2022

There are a number of things that are changing when we launch the new qualifications in 2022. Let's start with the easiest first, the names of our qualifications are changing, but only slightly, so look carefully.

AQ2016

Q2022

Foundation Award in Accounting Software	Being withdrawn and not replaced
Foundation Certificate in Bookkeeping	Level 2 Certificate in Bookkeeping
Foundation Certificate in Accounting	Level 2 Certificate in Accounting
Foundation Diploma in Accounting and Business	Being withdrawn and not replaced
Advanced Certificate in Bookkeeping	Level 3 Certificate in Bookkeeping
Advanced Diploma in Accounting	Level 3 Diploma in Accounting
Professional Diploma in Accounting	Level 4 Diploma in Professional Accounting

You'll see that we're not replacing the current Foundation Award in Accounting Software and the Foundation Diploma in Accounting and Business. If you were considering studying either of these qualifications, we suggest you register for it before 31 August 2022. You'll then have until 30 September 2023 to complete the qualification.

GLOSSARY

For Q2022 we're going to be introducing some new phrases and terms when we talk about the qualifications. The key ones are outlined below.

Lifetime access – your registration will give you access to the chosen qualification for its lifetime, typically four or five years.

Registration fee – the one-off fee that you will pay to register for the qualification you wish to study.

Levels – our qualification names are changing from foundation, advanced and professional to Level 2, Level 3 and Level 4.

WHAT ELSE IS CHANGING?

Synoptic assessments

The current AQ2016 foundation, advanced and professional level accounting qualifications all include a synoptic assessment. The only qualification that will include a synoptic assessment in Q2022 is the Level 2 Certificate in Accounting. All other unit content will be assessed by individual unit assessments.

Qualification grading

In addition to our accounting qualifications being graded, the Level 2 Certificate in Bookkeeping and the Level 3 Certificate in Bookkeeping will also be graded when we launch the Q2022 versions. The final grade will be calculated based on the results from the unit assessments. For the Level 2 Certificate in Accounting, the synoptic assessment will also contribute towards the grade. Final grades will be awarded as:

- Pass
- Merit
- Distinction

Re-sit restrictions

At the moment there are re-sit restrictions on the three AQ2016 accounting qualifications for students aged 16–19 years.

The only Q2022 qualification that may have a re-sit restriction will be the Level 2 Certificate in Accounting. The restriction will only apply to students aged 16–19 years old. We'll confirm how the re-sit restrictions will be applied as soon as possible.

The membership change

You currently pay an annual membership fee to ensure you remain an AAT student and you're able to access our support resources and sit your assessments.

From 1 September 2022 this approach will change. When you register for one of the new qualifications, you'll pay a one-off registration fee. This will give you access to the qualification you've registered on for its lifetime, which is typically four to five years.

As well as registering you for the chosen qualification, the one-off fee will give you access to our study support resources, via the AAT Lifelong Learning Portal, and other benefits.

You will still have to pay for your assessments when these are booked.

COMPLETING YOUR QUALIFICATION

When we launch the new versions of our qualifications, on 1 September 2022, you'll have two options for completing your qualification:

1 You can continue with your studies on the current, 2016 version of your qualification.

If you choose this option, you'll need to continue to pay your annual membership fee and complete all the assessments by 30 September 2023.

If you're unable to complete by the last assessment date, you'll then have to register and pay for the 2022 version of the qualification. You'll then need to sit additional assessments for units that weren't completed and or haven't been transferred.

2 You can register onto the Q2022 qualification.

The majority of units and assessments achieved on the 2016 qualifications will automatically transfer over to Q2022, however there are some exceptions. Check out the *Transitional arrangements AQ2016 to Q2022* document for full details, aat.org.uk/2022update

Don't forget – if you've previously registered on one of the 2016 bookkeeping, accounting software or accounting qualifications but never finished it and want to, you'll need to reregister and complete your qualification based on the key dates provided.



“Accounting was the ideal profession for me and the AAT qualifications helped me to move into a more senior role. The professional status is also a great demonstration of my commitment.”

Jay Wilson MAAT
Senior Finance Officer

QUALIFICATION STRUCTURE

The below diagrams detail the units within the new Q2022 qualifications and how they are assessed.

Level 2 Certificate in Bookkeeping	Level 3 Certificate in Bookkeeping	Level 2 Certificate in Accounting
Introduction to Bookkeeping Unit assessment	Financial Accounting: Preparing Financial Statements Unit assessment	Introduction to Bookkeeping Unit and synoptic assessment
Principles of Bookkeeping Controls Unit assessment	Tax Processes for Businesses Unit assessment	Principles of Bookkeeping Controls Unit and synoptic assessment
		Principles of Costing Unit assessment
		The Business Environment Synoptic assessment

Level 3 Diploma in Accounting

Business Awareness
Unit assessment

**Financial Accounting:
Preparing Financial
Statements**
Unit assessment

**Management Accounting
Techniques**
Unit assessment

**Tax Processes
for Businesses**
Unit assessment

Level 4 Diploma in Professional Accounting

Mandatory units

**Applied Management
Accounting**
Unit assessment

**Drafting and Interpreting
Financial Statements**
Unit assessment

**Internal Accounting
Systems and Controls**
Unit assessment

Optional units

Business Tax
Unit assessment

Personal Tax
Unit assessment

Audit and Assurance
Unit assessment

**Cash and Financial
Management**
Unit assessment

**Credit and Debt
Management**
Unit assessment

WHAT NEXT?

1

Visit aat.org.uk/2022update for more information about the new qualifications and to look at the transitional arrangements document. Also, make sure you're reading *AAT Weekly* as we will be sharing lots of updates with you in your newsletter.

2

Consider your options, if you decide not to continue on your current qualification you'll need to register for the Q2022 equivalent qualification. Some units may transfer, but you'll have to sit additional units. Speak to your training provider about the right choice for you.

Dates to remember

The two key dates to remember are:

1 September 2022

This is when the 2022 qualifications will be available for you to register on, if this is what you decide to do and is considered the best option for you.

30 September 2023

This is when you need to have completed your qualification, if you've decided to stay on the AQ2016 qualification.

TALK TO YOUR TRAINING PROVIDER...

Your training provider knows you and how you're progressing with your studies, so it's important to speak to them about your options before you make a decision.

Visit aat.org.uk/2022update



For more detailed information on the changes to the AAT bookkeeping and accounting qualifications and to find out more about how the units transfer visit aat.org.uk/2022update

If you need to speak to someone directly, call us on **+44 (0)20 3735 2468**.

Lines are open 09.00 to 17.00 (UK time)
Monday to Friday.



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