

Training for the Association of Taxation Technicians ATT

An increasing number of our AAT students are progressing to further qualifications. We have always supported employers and students with progression advice and guidance and have now increased this support by delivering a range of these progression qualifications ourselves.

Not all students, or their employers, are looking for progression to another broad based accounting qualification. For those students qualifying in accountancy practice, their post qualification experience is likely to involve a growing responsibility for dealing with all aspects of the accounts production process, culminating in the preparation of tax computations and submission of tax returns.

To this end we now deliver the ATT qualification at our expanded Exeter venue.



Current ATT Exam Structure

Paper	Subject	Compulsory or optional	Offered by A+	Taught course days	Revision course days
Paper 1	Personal Taxation	Compulsory	yes	2	2
Paper 2	Business Taxation & Accounting Principles (AAT Business Taxation)	Compulsory	no; covered by AAT exemptions, see overleaf (yes)	(2)	(1)
Paper 3	Business Taxation: Higher Skills	Elective	yes	2	2
Paper 4	IHT, Trusts & Estates	Elective	no		
Paper 5	VAT	Elective	yes	2	1
Paper 6	Business Compliance	Elective	no		
Paper 7	Practice Administration & Ethics	Compulsory	yes	1	1

Summary of what you get

- FREE Kick start day
- Pass plus insurance scheme*
- Study manuals and a detailed study plan
- Marked Progress tests
- Progress monitoring – access to an on-line tracking system
- Tutor help-line
- Taught course to introduce the more technical areas of the syllabus and set a programme of self study
- Revision course to cover the key learning areas with a focus on exam question practice
- Twilight one to one sessions to provide pre-exam support (by appointment)
- Mock exam, marked prior to exam sitting

*Subject to terms and conditions

How is the Course Delivered?

In order to be as flexible as possible there are different options to choose from:

- Distance Learning (DL) – Traditional study packs, tutor support, marked progress tests and mock exam.
- Taught course – As per DL plus a FREE Kick Start session, pass plus insurance scheme* and a 1 or 2 day taught session per exam.
- Revision course – As per DL plus a FREE Kick Start session, pass plus insurance scheme* and a 1 or 2 day revision course per exam.

*Subject to terms and conditions.

How long will it take?

Enrolment can take place at any time during the year. However, the Association requires students to be registered 6 months prior to any exam sitting. A Kick Start Day will be held in February/March and September/October each year to introduce the course leading up to the exams in the following November and May. This will be FREE for those attending the taught and/or revision courses.

In order to qualify students need to gain credit in 4 modules – 3 compulsory and 1 elective.

The examinations are three hours in length with a pass mark of 50%. Each paper is made up of 10 to 20 short form questions and 3 to 5 long form questions all of which are compulsory.

Relevant law and accounting issues are examined within each paper.

Those students who are full AAT members and have taken Unit 18 Business Taxation may apply to the ATT for exemption from Paper 2. We therefore do not offer specific taught courses or revision sessions for this paper. However, for those who are not eligible for this exemption we can provide access to the AAT Business Taxation workshops to support the ATT distance learning materials that will be provided.

Due to the roles we expect our students to be undertaking, we are only offering Elective papers 3 and 5.

The examinations held in May and November each year and are based on the same Finance Act. Any number of examinations can be taken at each exam sitting although due to the technical content we would advise a maximum of 1.

The qualification will take approximately 18 - 24 months to complete.



FREE Kick Start Day

- For those enrolled on taught or revision courses.
- Issue of learning materials and detailed study plan.
- Introduction to the exam paper
- Taught session to kick start studies
- Tutor supported self study session with access to tutor support.

Key dates

	May exam sitting	November exam sitting
Registration with ATT	31st October	30th April
Registration for exam	28th February	31st August
Exam dates	2nd week of May	1st week of November
Exam results	Mid July	Mid January

Pass Plus Insurance Scheme

We have such confidence in the quality of our taught and revision sessions that if you have enrolled onto the full study programme and do not pass your examination first time, then we will allow you to reattend the equivalent A+ course for your resit at no extra cost!*

*Subject to terms and conditions

Course Materials

In addition to the manuals provided by A+ you will need to purchase the following manuals:

- ATT Essential Law for the Taxation Technician - available direct from the ATT.
- Tolley's Yellow and Orange Handbooks - these can be purchased direct from Lexis Nexis at <http://www.lexisnexis.co.uk/>
- Please inform Lexis Nexis that you are studying with Accountancy Plus Training and you will be entitled to a 50% discount on the cost
- Essential Accounting for the Taxation Technician - also available direct from the ATT. It is only needed for the Business Taxation and Accounting Principles paper 2.

Next Steps

1. If you would like to progress, please complete our ATT enrolment form which can be found on our website and submit with your payment to the address on the form.
2. Register with the ATT as a student <http://www.att.org.uk/>
3. If you would like to discuss your requirements in more detail, please don't hesitate to contact us.

Contact us

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