



**Mapping of**

**AAT's Accounting Qualification (Revised 2013)**

**to**

**SQA's HNC/HND Accounting**

**(G9M5 15/G9M6 16)**

AAT's<sup>1</sup> Accounting Qualification has been credit and levelled against the QCF and the SCQF. These revised Competence Based Qualifications (CBQs) become operational in September 2013.

The Accounting Qualification is offered at three levels:

### **Level 2 (L5 Scotland)**

This level covers a range of basic accounting practices and techniques from costing and double entry bookkeeping to computerised accounting. The qualification structure for this level is:

- ◆ Processing Bookkeeping Transactions
- ◆ Control Accounts, Journals and the Banking System
- ◆ Basic Costing
- ◆ Work Effectively in Accounting and Finance
- ◆ Computerised Accounting

### **Level 3 (L6 Scotland)**

This level introduces learners to more complex accounting tasks such as maintaining cost accounting records and the preparation of reports and returns. The qualification structure for this level is:

- ◆ Accounts Preparation
- ◆ Prepare Final Accounts for Sole Traders and Partnerships
- ◆ Costs and Revenues
- ◆ Indirect Tax
- ◆ Spreadsheet Software
- ◆ Professional Ethics

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<sup>1</sup> Association of Accounting Technicians

## **Level 4 (L8 Scotland)**

This level covers higher level accounting tasks, including drafting financial statements, managing budgets and evaluating financial performance. The qualifications structure for this level is:

### ***Mandatory Units***

- ◆ *Financial Statements*
- ◆ *Budgeting*
- ◆ *Financial Performance*
- ◆ *Internal Control and Accounting Systems*

### ***Optional Units (two to be chosen)***

- ◆ *Business Tax*
- ◆ *Personal Tax*
- ◆ *External Auditing*
- ◆ *Cash Management*
- ◆ *Credit Control*

Full information about these qualifications can be found on AAT's website.

The Qualification codes and Unit codes for the Levels 5, 6 and 8 qualifications in Scotland can be found on the SQA Accreditation section of SQA's website using the 'Accredited Qualifications Search'.

Codes for the Level 2, 3 and 4 qualifications (offered in England) can be found on the Register of Regulated Qualifications — **[www.register/ofqual.gov.uk](http://www.register/ofqual.gov.uk)**.

## SCQF, QCF and EQF Ready reckoner

Scottish Credit and Qualifications Framework (SCQF)	Qualifications Credit Framework (QCF)	European Qualifications Framework (EQF)
12	8	8
11	7	7
10/9	6	6
8/7	5/4	5
6	3	4
5	2	3
4	1	2
3	E3	1
2	E2	
1		

## Summary of Accreditation of Prior Learning (APL) from AAT's revised Accounting Qualification 2013 to SQA's HNC and HND<sup>2</sup> Accounting (mandatory Units)

SQA Unit Code	Unit Name	SCQF level	Outcome Topics	Comments	AAT Unit Name
F7JV 34	Recording Financial Information	7 HNC	1 Record financial transactions in books of original entry.	If all of the Units are covered then full APL can be given. If candidates have only covered Level 6 Diploma Units APL may be given for Outcomes 1, 2 and 3 <b>only</b> .	Accounts Preparation, and Prepare Final Accounts for Sole Traders and Partnerships (Level 6)
			2 Record financial transactions in a double entry book-keeping system and extract a trial balance.	{	Accounts Preparation, and Prepare Final Accounts for Sole Traders and Partnerships (Level 6)
			3 Complete a VAT Return.	{	Indirect Tax (Level 6)
			4 Incorporate control mechanisms into a book-keeping system.	{	Control Accounts, Journals and the Banking System (Level 5)
F7JT 34	Preparing Final Accounts	7 HNC	1 Prepare final accounts for business organisations.	The topics covered here are not all covered in Level 6 of AAT but at Level 8 it is unlikely that any APL will be requested as Level 8 is the same level as HND Accounting.	Partially covered in Prepare Final Accounts for Sole Traders and Partnerships at Level 6. Company Accounts covered only at Level 8 in Financial Statements Unit.
			2 Prepare final accounts, for a sole trader, from incomplete records.		Prepare Final Accounts for Sole Traders and Partnerships (Level 6)
			3 Prepare a cash flow statement for a limited company.		Financial Statements (Level 8)
			4 Analyse the final accounts of a limited company using accounting ratios.		Financial Statements (Level 8)

<sup>2</sup> Higher National Certificate and Higher National Diploma

SQA Unit Code	Unit Name	SCQF level	Outcome Topics	Comments	AAT Unit Name
F7JR 34	Cost Accounting	7 HNC	1 Account for material costs.	If Costs and Revenues has been completed then full APL can be given for this Unit. The recording of transactions is covered within each topic.	Costs and Revenues (Level 6)
			2 Account for labour costs.		Costs and Revenues (Level 6)
			3 Apportion and allocate overhead costs.		Costs and Revenues (Level 6)
			4 Account for product costs		Costs and Revenues (Level 6)
			5 Record transactions in a cost accounting system.		Costs and Revenues (Level 6)
F7JS 34	Management Accounting using IT	7 HNC	1 Prepare budget statements.	The preparation of budgets is covered at Level 8 but manually and not on Spreadsheet Software, despite the computer based assessments.	Not covered in same format in AAT.
			2 Prepare a basic budgetary control report and a variance analysis.	No APL is appropriate.	Not covered in same format in AAT.
			3 Use break-even analysis for decision making.		Not covered in same format in AAT.
			4 Prepare profit statements using marginal and absorption costing methods.		Not covered in same format in AAT.

SQA Unit Number	Unit Name	SCQF level	Outcome Topics	Comments	AAT RAQ Unit Name
F7JP 34	Using Financial Accounting Software	7 HNC	1 Use an accounting software package to set up and amend accounting records.		Computerised Accounting at Level 5
			2 Use an accounting software package to process financial transactions.		Computerised Accounting at Level 5
			3 Use an accounting software package to incorporate year-end adjustments and produce final accounts for a small business.		Computerised Accounting at Level 5
			4 Use an accounting software package to produce a range of accounting reports.		Computerised Accounting at Level 5
F8KE 34	Accounting: Graded Unit 1	7 HNC			No APL

SQA Unit Number	Unit Name	SCQF level	Outcome Topics	Comments	AAT Unit Name
F7R4 35	Financial Reporting and Analysis	8 HND	1 Explain the underlying accounting concepts and the legal framework governing the preparation of financial statements of limited liability companies.		Financial Statements Level 8
			2 Prepare financial statements for a limited company for publication.		Financial Statements Level 8
			3 Prepare a consolidated balance sheet for a group of companies.		Financial Statements Level 8
			4 Analyse company financial statements using accounting ratios and identify appropriate sources of long term finance.		Financial Statements Level 8
F7R5 35	Accounting for Specialised Transactions	8 HND	1 Record financial transactions into the accounts and prepare extracts from the financial statements in relation to shares and debentures in a limited company.		No APL
			2 Record financial transactions into the accounts and prepare extracts from the financial statements in relation to leasing and hire purchase transactions.		No APL
			3 Record financial transactions into the accounts and prepare extracts from the financial statements in relation to long-term contracts.		No APL



SQA Unit Number	Unit Name	SCQF level	Outcome Topics	Comments	AAT Unit Name
F82H 35	Management Accounting for Planning and Control	8 HND	1 Prepare cost statements using costing techniques to allocate and apportion overheads.		Costs and Revenues Level 6 Relevant techniques all covered in Costs and Revenues Unit.
			2 Apply working capital management techniques.	Now covered in Cash Management which has been moved from Level 6 to Level 8 in the 2013 Revised Framework.	Cash Management Level 8
			3 Use variance analysis to reconcile budgeted profit with actual profit.		Financial Performance Level 8
F82J 35	Management Accounting for Decision Making	8 HND	1 Prepare a relevant cost and revenue statement to inform a specific management decision.		Budgeting Level 8
			2 Apply marginal costing techniques to evaluate options.		No obvious APL
			3 Apply marginal costing techniques to provide information for short-run decisions.		No obvious APL
			4 Evaluate product mix decisions using limiting factor analysis.		Budgeting Level 8 This is covered initially in Costs and Revenues Level 6
			5 Appraise capital investments.		Financial Performance Level 8

SQA Unit Number	Unit Name	SCQF level	Outcome Topics	Comments	AAT Unit Name
F7R6 35	Business Taxation	8 HND	1 Apply Income Tax legislation to calculate basic trading profit, and the tax payable thereon, for a sole trader.		Business Tax Level 8
			2 Apply Income Tax legislation in a selection of complex trading circumstances.		Business Tax Level 8
			3 Apply Corporation Tax legislation to calculate basic taxable trading profit, and the Corporation Tax payable, for a limited company.		Business Tax Level 8
			4 Apply Corporation Tax legislation in a selection of complex trading circumstances.		Business Tax Level 8
			5 Explain the principles of Value Added Tax.		Indirect Tax Level 6
F8KF 35	Accounting: Graded Unit 2	8 HND		No direct APL	No APL Skills transfer from Internal Control and Accounting Systems Unit
F8KG 35	Accounting: Graded Unit 3	8 HND			No APL