

# Accounting Technician Apprenticeship

## INTRODUCTION

This course is geared towards applicants who are looking to develop a professional career in accounting. Accounting Technician Apprentices work four days a week with the employer and study one day a week with the college, on a two-year contract.

It is a two year paid apprenticeship which combines 'on-the-job' work experience with academic study.

## ENTRY REQUIREMENTS

**Applications have to be made directly to ATI at [www.accountingtechniciansireland.ie](http://www.accountingtechniciansireland.ie)**

**School-leavers** should have a Leaving Certificate with pass grades in:

- Five ordinary level subjects (including an O6 in English and Maths or Accountancy.) **or**
- Two ordinary level and two higher level subjects (including an O6 in English and Maths or Accountancy.) **or**
- Applied Leaving Certificate applicants should contact the Student Services Team on 01 649 8180 for further information.

**Mature & Prior learners** who have reached 21 years of age but do not possess the minimum educational requirements may still apply to do the course based on age, experience or a nationally recognised qualification such as a QQI award.

**Note:** It is at the employer's discretion to enhance the entry criteria for selection. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and being offered an apprenticeship contract by a registered employer.

## CERTIFICATION

Participants graduate as fully qualified Accounting Technicians, with a QQI Level 6 Advanced Certificate Award. ATI x IACT Excel certification

## WORK PLACEMENT/EXPERIENCE

Students will work at their employer's office for four days per week. The employer led recruitment process is organised and managed by ATI.

## EDUCATION PROGRESSION OPPORTUNITIES

Successful graduates will receive generous exemptions from study with professional accountancy bodies e.g. Chartered, CPA, ACCA etc.

**CIT/MTU:** Accounting (CR400) Year 3 (bridging modules required),  
**IT Tralee/MTU:** Business (Accounting) (TL831) Year 2 Entry.

## CAREER OPPORTUNITIES

Accounting Technicians perform a wide range of roles including Bookkeeping, Financial Accounting and Taxation. On successful completion of the Apprenticeship, a person may apply to do further study with one of the professional bodies.

## COURSE CONTENT YEAR 1

Financial Accounting - with Spreadsheets

Taxation

Business Management

Business Law

## COURSE CONTENT YEAR 2

Advanced Financial Accounting

Advanced Taxation

Management Accounting

Financial Data Management

**For each module studied the assessment will include the combination of written examinations in May/June and completion of work-based tasks.**

## CONTACT DETAILS

For further information email:  
**[apprenticeship@ccoc.ie](mailto:apprenticeship@ccoc.ie)**  
**(021) 4223807**

Course fees outlined on  
**[www.corkcollegeofcommerce.ie](http://www.corkcollegeofcommerce.ie)**