

Student Details

First name

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Surname

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Address

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Postcode

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Mobile

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Email

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DOB

.....

AAT registration number

.....

Employer Details

Name

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Address

.....

Postcode

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Tel

.....

Employer/training manager name (print)

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Title

.....

Email

.....

Payment Details

Payment by

Student Employer

Payment method

Card Invoice

Terms

I accept the [terms and conditions](#).

Student signature

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Date

.....

Employer signature

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Print

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Date

.....

AAT Exam Required

Level 2

- Introduction to Bookkeeping
- Principles of Bookkeeping Controls
- Principles of Costing
- The Business Environment

Level 3

- Financial Accounting: Preparing Financial Statements
- Management Accounting Techniques
- Tax Processes for Businesses
- Business Awareness

Level 4

- Applied Management Accounting
- Drafting & Interpreting Financial Statements
- Internal Accounting Systems & Controls

Level 4 (optional units)

- Business Tax
- Personal Tax
- Audit and Assurance
- Cash and Financial Management
- Credit and Debt Management

Exam Date Required

- | | | | | | |
|---------------------------------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <input type="checkbox"/> 5 Apr | <input type="checkbox"/> 3 Jun | <input type="checkbox"/> 5 Jul | <input type="checkbox"/> 4 Sep | <input type="checkbox"/> 11 Oct | <input type="checkbox"/> 9 Dec |
| <input type="checkbox"/> 15 Apr | <input type="checkbox"/> 7 Jun | <input type="checkbox"/> 8 Jul | <input type="checkbox"/> 6 Sep | <input type="checkbox"/> 8 Nov | <input type="checkbox"/> 12 Dec |
| <input type="checkbox"/> 22 Apr | <input type="checkbox"/> 13 Jun | <input type="checkbox"/> 9 Aug | <input type="checkbox"/> 19 Sep | <input type="checkbox"/> 13 Nov | <input type="checkbox"/> 16 Dec |
| <input type="checkbox"/> 29 Apr | <input type="checkbox"/> 14 Jun | <input type="checkbox"/> 23 Aug | <input type="checkbox"/> 30 Sep | | |

Payment Information

Full payment is required before the exam. Our payment terms are seven days from the invoice date. If paying by card, a member of the RBS team will call you to take payment.

It is the student's responsibility to ensure they are registered with PSI to sit AAT exams. Failure to register will mean you will be unable to access the exam system, and consequently you will not be able to sit your exam.

Additional Information

All exams start at 10:00 prompt, we advise that you aim to arrive at 09:30.

Exam bookings are not refundable and subject to availability.

Bookings must be submitted seven working days in advance.

If you are booking more than one exam, please submit an additional form.

Please email your completed form to: rbs.reed@reedbusinessschool.co.uk