

Become an AAT tutor, assessor or verifier

By teaching AAT qualifications you can pass on the skills and knowledge that you've gained through your work and professional studies.

Becoming an AAT tutor

To become an AAT tutor it is best to identify the approved AAT training providers nearest to you and discuss your CV with them, each individual centre has its own criteria surrounding the qualifications you need to be an AAT tutor. To do this go to the Find a Training Provider area on the AAT website to identify providers in your area and contact them directly.

Become an AAT assessor

To become an AAT assessor you must hold the Level 4 Diploma for Accounting Technicians or NVQ/SVQ Level 4 in Accounting. Alternatively, assessors must hold a Consultative Committee of Accountancy Bodies (CCAB) qualification – CIPFA, ICAEW, CIMA, ICAS, ICAI or ACCA. AAT will consider applications from those holding accounting degrees, or relevant, significant accounting experience on an individual basis.

Also hold

- A1 Assessor Award
- AAT Assessor Award
- Level 3 Award in Assessing Vocationally Related Achievement (QCF)
- Understand AAT's requirements for recording assessment decisions and maintaining assessment records
- Keep their knowledge and skills up to date through continuing professional development.

Approval should be sought from aatquality.assurance@aat.org.uk before any new member of staff begins to assess on AAT programmes.

AAT may consider applications from staff wishing to assess the non-accountancy specific learning areas who do not hold the above but have relevant qualifications and/or significant accounting experience.

The non – accountancy specific areas are:

- Computerised accounting (CMPA)
- Working effectively in accounting and finance (WEAF)
- Spreadsheets software (SPSW)
- Internal controls and accounting systems (ICAS)

Become an AAT internal verifier

To become an AAT internal verifier you will need to hold the Level 4 Diploma for Accounting Technicians, NVQ/SVQ Level 4 in Accounting. Alternatively staff must hold Consultative Committee of Accountancy Bodies qualification - CIPFA, ICAEW, CIMA, ICAS, ICAI or ACCA. (AAT may consider applications from staff holding an accounting degree, or relevant and significant accounting experience on an individual basis).

Also hold

- V1 qualification

- AAT Internal Quality Assurance Moderator Award (IQAM award)
- Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice (QCF)

AAT may consider applications from staff wishing to verify the non-accountancy specific learning areas who do not hold the above but have relevant qualifications and/or significant accounting experience. Approval should be sought from **AATstandards@AAT.org.uk** before staff starts verifying on AAT programmes.

The non – accountancy specific areas are:

- Computerised accounting (CMPA)
- Working effectively in accounting and finance (WEAF)
- Spreadsheets software (SPSW)
- Internal controls and accounting systems (ICAS)

Level 2 Diploma in Accounting and Business and Level 4 Diploma in Business Skills:

Assessor and Internal Verifier requirements:

In addition to the usual assessor and verification awards, assessors and internal verifiers must hold one of the following:-

- A relevant professional qualification
- A degree with substantial business, business administration skills or management content
- Other business, management, or other relevant coaching qualification at level 4 or above

They also must:

- be occupationally knowledgeable/competent in the units they are assessing.
- be familiar with the units that relate to the qualification and be able to interpret and make judgements on current working practices and technologies within the area of work
- understand and apply AAT recording requirements