

CBA fees information

Fees valid 01/09/2015 – 31/08/2016

Note: Please note that CBPs (except ABPS and PETH) there is an extra time of one hour added to the countdown clock/scheduling window within SecureAssess to allow for any delays regarding uploads or printer queues. The extra hour is not to be used for completing the assessment and is for admin purposes only.

Accounting Skills

Level 1 Award in Accounting (Access)

Unit	Unit code	Assessment method	Fee	Duration
Level 1 Award in Accounting (Access)	ACS	CBT	£29	1 hour, 30 mins

Level 1 Certificate in Accounting (L1CIAC2014)

Unit	Unit code	Assessment method	Fee	Duration
Access	ACS (L1CIAC2014)	CBT	£29	1 hour, 30 mins
Bookkeeping and Accounts	BKAC1 (L1CIAC2014)	CBT	£29	2 hours
Computerised payroll processing and administration	CPYA1 (L1CIAC2014)	CBP	£29	2 hours
Computerised accounts	COPA1 (L1CIAC2014)	CBP	£29	1 hour 30 mins
Spreadsheet software	SPRS1 (L1CIAC2014)	CBP	£29	1 hour 45 mins

Level 2 Award in Accounting Skills to Run Your Business (L2ASYB2014)

Unit	Unit code	Assessment method	Fee	Duration
Accounting Skills to Run Your Business	ASYB1 (L2ASYB2014)	CBT	£37	2 hours

Bookkeeping and Computerised Accounting

Level 1 Award in Bookkeeping (L1ABKK2014)

Unit	Unit code	Assessment method	Fee	Duration
Bookkeeping and Accounts	BKAC2 (L1ABKK2014)	CBT	£29	2 hours
Spreadsheet Software	SPRS2 (L1ABKK2014)	CBP	£29	1 hour 45 mins

Level 2 Certificate in Bookkeeping (L2BK2013)

Unit	Unit code	Assessment method	Fee	Duration
Processing Bookkeeping Transactions	PBKT (L2BK2013)	CBT	£37	2 hours
Control Accounts Journals and Banking Systems	CJBS (L2BK2013)	CBT	£37	2 hours

Level 3 Certificate in Bookkeeping and Ethics (L3CBE2014)

Unit	Unit code	Assessment method	Fee	Duration
Accounts Preparation	ACPR (L3CBE2014)	CBT	£40	2 hours
Prepare Final Accounts for Sole Traders and Partnerships	FSTP (L3CBE2014)	CBT	£40	2 hours
Spreadsheet Software	SDST2 (L3CBE2014)	CBP	£40	2 hours 30 mins
Professional Ethics	PETH2 (L3CBE2014)	CBP	£40	2 hours 30 mins
Indirect Tax (optional unit)	ITAX4 (L3CBE2014)	CBT	£40	1 hour, 30 mins

Level 1 Award in Computerised Accounting (L1ACA2014)

Unit	Unit code	Assessment method	Fee	Duration
Computerised Accounts	COPA2 (L1ACA2014)	CBP	£29	1 hour 30 mins
Spreadsheet Software	SPRS3 (L1ACA2014)	CBP	£29	1 hour 45 mins

Level 2 Award in Computerised Accounting (L2CAS2013)

Unit	Unit code	Assessment method	Fee	Duration
Computerised Accounting	CPAG (L2CAS)	CBP	£37	2 hours

Level 3 Certificate in Computerised Accounting and Ethics (L3CCAE2014)

Unit	Unit code	Assessment method	Fee	Duration
Computerised Accounting	COAG1 (L3CCAE2014)	CBP	£40	2 hours 30 mins
Spreadsheet Software	SDST3 (L3CCAE2014)	CBP	£40	2 hours 30 mins
Professional Ethics	PETH3 (L3CCAE2014)	CBP	£40	2 hours 30 mins

Taxation and Ethics

Level 4 Certificate in Taxation and Ethics (L4CTXE2014)

Unit	Unit code	Assessment method	Fee	Duration
Indirect Tax	ITAX (L4CTXE2014)	CBT	£40	1 hours, 30 mins
Professional Ethics	PETH4 (L4CTXE2014)	CBP	£40	2 hours, 30 mins
Business Tax	BTAX2 (L4CTXE2014)	CBT	£42	2 hours
Personal Tax	PTAX (L4CTXE2014)	CBT	£42	2 hours

AAT Level 2 Certificate in Accounting (AQ2013)

AQ2013	Unit code	Assessment method	Fee	Duration
Processing bookkeeping transactions	PBKT (AQ2013)	CBT	£37	2 hours
Control accounts journals and banking systems	CJBS (AQ2013)	CBT	£37	2 hours
Basic costing	BCST (AQ2013)	CBT	£37	2 hours
Computerised accounting	CPAG (AQ2013)	CBP	£37	2 hours
Working effectively in accounting and finance	WKAF (AQ2013)	CBT	£37	2 hours

Level 2 Diploma in Accounting and Business (L2DAB2013)

Unit	Unit code	Assessment method	Fee	Duration
Applied business communications and personal skills	ABPS (L2DAB2013)	CBP	£37	2 hours
Spreadsheet software	SPSO (L2DAB2013)	CBP	£37	2 hours
Developing study skills	DSSK (L2DAB2013)	CBP	£37	6 – 12 weeks
Introduction to payroll systems	IPSY (L2DAB2013)	CBT	£37	1 hour, 30 mins
Computerised payroll skills	CPSK (L2DAB2013)	CBP	£37	2 hours

AAT Level 3 Diploma in Accounting (AQ2013)

AQ2013	Unit code	Assessment method	Fee	Duration
Accounts preparation	ACPR (AQ2013)	CBT	£40	2 hours
Prepare final accounts for sole traders and partnerships	FTSP (AQ2013)	CBT	£40	2 hours
Cost and revenues	CSTR (AQ2013)	CBT	£40	2 hours, 30 mins
Indirect tax	ITAX (AQ2013)	CBT	£40	1 hour, 30 mins
Professional ethics	PETH (AQ2013)	CBP	£40	2 hours, 30 mins
Spreadsheet software	SDST (AQ2013)	CBP	£40	2 hours, 30 mins

AAT Level 4 Diploma in Accounting (AQ2013)

AQ2013	Unit code	Assessment method	Fee	Duration
Financial statements	FSTM (AQ2013)	CBT	£42	2 hours, 30 mins
Financial performance	FPFM (AQ2013)	CBT	£42	2 hours, 30 mins
Internal controls and accounting systems	ISYS (AQ2013)	CBP	£42	Maximum 6 months (see guidance)
Budgeting	BDGT (AQ2013)	CBT	£42	2 hours, 30 mins
Cash management	CSHM (AQ2013)	CBT	£42	2 hours, 30 mins
Credit control	CRDC (AQ2013)	CBT	£42	2 hours, 30 mins
Business taxation	BTAX (AQ2013)	CBT	£42	2 hours
Personal taxation	PTAX (AQ2013)	CBT	£42	2 hours
External auditing	EXTA (AQ2013)	CBT	£42	2 hours

Level 4 Diploma in Business Skills (L4DBS2013)

AQ2013	Unit code	Assessment method	Fee
Working in teams	WKTM (L4DBS2013)	WPE/RPL	£25
Planning and delivering business communication activities	PDBC (L4DBS2013)	WPE/RPL	£25
Evaluate and improve own performance in a business environment	EPBE (L4DBS2013)	WPE/RPL	£25
Spreadsheet software	SDST (L4DBS2013)	WPE/RPL	£25
Presentation software	PRSW (L4DBS2013)	WPE/RPL	£25
Deliver a presentation	DLPR (L4DBS2013)	WPE/RPL	£25
Organising and facilitating meetings and workshops	OFMW (L4DBS2013)	WPE/RPL	£25
Developing commercial awareness	DVCA (L4DBS2013)	WPE/RPL	£25
Managing project finances	MPFS (L4DBS2013)	WPE/RPL	£25

Exemptions / RPL / WPE Fees

Charges for Exemptions, Recognised Prior Learning (RPL) and Workplace Evidence (WPE) will come into effect from 1 September 2015. These charges will be the same as the equivalent assessment fee.