



Jodene Murphy  
Qualifications Development Manager  
AAT  
140 Aldersgate Street  
LONDON  
EC1A 4HY

Corporate Services  
The Castle, Winchester  
Hampshire, SO23 8UB  
Telephone 01962 841841  
Fax 01962 847644  
[www.hants.gov.uk](http://www.hants.gov.uk)

Enquiries to Lee Maidment My reference  
Direct Line 01962 846962 Your reference  
Date 27 October 2016 E-mail [lee.maidment@hants.gov.uk](mailto:lee.maidment@hants.gov.uk)

To whom it may concern,

**Letter of support for the AAT Foundation Diploma in Accounting and Business - Level 2 (601/6553/4) Technical Certificate**

Qualification Title	Qualification Number	Awarding Organisation	First teaching from:
AAT Foundation Diploma in Accounting and Business - Level 2	601/6553/4	AAT	1 September 2016

Hampshire County Council is one of the largest county councils in England, which along with the rest of the public sector has been going through a major programme of cost reduction and efficiency savings over the past few years. We have entered, and are continuing to enter, into joint working arrangements with other public sector bodies in order to provide a more efficient and cost-effective service.

As an employer operating within the Business, Administration, Finance and Law sectors, we confirm our support for the AAT Foundation Diploma in Accounting and Business – Level 2 Technical Certificate qualification.

The purpose of this qualification is to ensure students are well-prepared to progress into a business, finance or professional accountancy career or further education. We have reviewed the qualification and can confirm that it meets the skills needs of the industry. This qualification comprises of nine units of study: Bookkeeping Transactions, Bookkeeping Controls, Elements of Costing, Using Accounting Software, Work Effectively in Finance, Business Communications and Personal Skills, Developing Lifelong Learning Skills, Introduction to Business and Company Law and

Director of Corporate Resources  
**Carolyn Williamson CPFA**

## Introduction to Payroll.

We value this qualification because it provides learners, including 16-19 year olds with the required knowledge, skills and competencies expected of new workforce entrants. This qualification would give students an advantage when applying for related jobs or apprenticeship opportunities in this sector or if wanting to progress to further education. The finance, accountancy, business and communications skills developed in the AAT Foundation Diploma in Accounting and Business can lead to employment as an:

- accounts administrator
- accounts assistant
- accounts payable clerk
- purchase/sales ledger clerk
- trainee accounting technician
- trainee finance assistant
- payroll clerk.

We have confidence that this AAT qualification contains the appropriate sector requirements of knowledge and competencies as AAT qualifications are mapped to the National Occupational Standards (NOS) for Accountancy and Finance which ensures that the content remains current, applicable and transferable.

We are happy for our support of this qualification to be published on AAT's website so that learners can see for themselves which qualifications are recognised by industry as fit for purpose.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Lee Maidment', with a long horizontal stroke extending to the right.

Lee Maidment  
Senior Finance Adviser & Lead AAT co-ordinator