

PDA: Financial Accounting

SCQF Level 7



What skills will you gain?

The Professional Development Award in Financial Accounting at SCQF Level 7 offers you an opportunity to develop the knowledge and skills required for a financial accounting support role within an organisation. You will also be introduced to the use of accounting software packages (SAGE) to record accounting transactions and accounting reports.

The PDA in Financial Accounting consists of 3 units:

- Recording Financial Information
- Preparing Final Accounts
- SAGE Accounting

It is intended for those who expect to take up a career in accounting and/or financial administration.

Entry requirements?

You must be able to demonstrate communication and IT skills to SCQF Level 6 or relevant experience within a business environment. This course requires a higher level of written work, you must demonstrate an appropriate standard of written communication. You must have 3 passes at Higher level (C grade or above).

Entry to this course requires a satisfactory reference.

How and where will I study?

This programme of study is available through the Highland Council Virtual School timetable and is delivered via Google hangouts or Brightspace, a virtual learning platform. Delivery starts in June.

Where will it take me?

On successful completion of this PDA, you may undertake further related PDAs or HN units to build your qualification towards a full HNC in Accounting.

Successful completion of this course could lead to roles such as an accounting assistant or financial administrator.

How do I apply?

The senior phase programme offered at West Highland College UHI is embedded in your option choices at school. Once you have decided on the course you would like to apply for, you will apply online. Please speak to your school guidance teacher for more information.

Visit: <https://www.whc.uhi.ac.uk/schools/>