

# Accounting & Finance

International Examination Board [IAB] Qualifications  
Certificates & Advanced Diploma in Accounting

[www.goldsmithibs.com](http://www.goldsmithibs.com)

# Accounting & Finance

## IAB Level 2 Certificate in Book-keeping

Formed in 1973, the IAB is the longest established professional body for book-keeping committed to maintaining the highest standards in book keeping. It holds its examinations in over 90 countries worldwide. The IAB qualifications are relevant to individuals working at the first levels of financial accountancy, payroll administrators or those who manage the small business finance. IAB qualifications are accredited and regulated by reputable the UK government through their awarding bodies such as the QCA in England, the ACCAC in Wales and the CCEA in Northern Ireland.

<b>Course Title:</b>	<ul style="list-style-type: none"><li>IAB Level 2 Certificate in Book-keeping</li></ul>
<b>Duration:</b>	<ul style="list-style-type: none"><li>Six [6] Months to Twelve [12] Months [Units B2.1 and B2.2]</li></ul>
<b>What are the Entry requirements?</b>	<ul style="list-style-type: none"><li>No formal qualification required but achievement of a GCE is advisable</li><li>Diploma and degree holders in a non-business or accounting related subject</li><li>Other suitable qualifications and experience acceptable to the IAB</li></ul>
<b>When can I commence study?</b>	<ul style="list-style-type: none"><li>Full-time [September, January, March and June each year]</li><li>Part-time [September, January, March and June each year]</li><li>Distance Learning [You may commence at anytime in the year]</li></ul>
<b>What will I study?</b>	<ul style="list-style-type: none"><li>IAB Unit Code B2.1: Entering Transactions into Books of Prime Entry [PBE]</li><li>IAB Unit Code B2.2: Using the Double Entry Book-keeping System [PBE]</li></ul> <p>[PBE] = Paper-Based Examination [PBA] = Project-Based Assessment</p>
<b>How is the course assessed?</b>	<ul style="list-style-type: none"><li>By Paper-Based Examination [2 hours]</li></ul>
<b>Any Exemptions?</b>	<ul style="list-style-type: none"><li>Certain qualifications may be eligible for exemption based in IAB guidelines</li></ul>
<b>Any deadlines I should know about?</b>	<ul style="list-style-type: none"><li>Register with IAB 1<sup>st</sup> March for June exam. [30<sup>th</sup> Sept. for Dec. Exam]</li><li>Enter for the exams. by 15<sup>th</sup> April for June Exam. [30<sup>th</sup> Oct. for Dec. Exam]</li></ul>
<b>What next after the course?</b>	<ul style="list-style-type: none"><li>Advance to the IAB Level 3 Certificate in Book-keeping</li></ul>
<b>Can I combine this with another course?</b>	<ul style="list-style-type: none"><li>SAGE Line 50 &amp; Payroll, Quick book, Pastel, MS Excel etc. are recommended</li></ul>
<b>What is the tuition fee?</b>	Home [i.e. candidates not requiring a visa to undertake study]: <ul style="list-style-type: none"><li>£250.00 [includes textbook, lectures and access to our online resources]</li></ul> International or Overseas [i.e. candidates requiring a visa to undertake study]: <ul style="list-style-type: none"><li>£750.00 [includes textbooks, lectures &amp; access to our online resources]</li></ul>
<b>What if I need further information?</b>	<ul style="list-style-type: none"><li>Contact us on <b>+44 [0] 207 820 8212</b> or email <a href="mailto:info@goldsmithibs.com">info@goldsmithibs.com</a></li><li>International Association Book-keepers', Burford House, 44 London Road,</li><li>Sevenoaks, Kent TN13 1AS England, United Kingdom</li><li><b>Telephone:</b> +44 (0) 17 3245 8080 <b>Tel:</b> +44 [0] 17 3245 5848</li><li><b>Email:</b> mail@iab.org.uk <b>Web:</b> <a href="http://www.iab.org.uk">www.iab.org.uk</a></li></ul>

# Accounting & Finance

## IAB Level 3 Certificate in Book-keeping

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<b>Course Title:</b>	<ul style="list-style-type: none"><li>IAB Level 3 Certificate in Book-keeping</li></ul>
<b>Duration:</b>	<ul style="list-style-type: none"><li>Six [6] Months to Twelve [12] Months [Units B3.1 and B3.2]</li></ul>
<b>What are the Entry requirements?</b>	<ul style="list-style-type: none"><li>IAB Level 2 Certificate in Book-keeping</li><li>Other suitable qualifications and experience acceptable to the IAB</li></ul>
<b>When can I commence study?</b>	<ul style="list-style-type: none"><li>Full-time [September, January, March and June each year]</li><li>Part-time [September, January, March and June each year]</li><li>Distance Learning [You may commence at anytime in the year]</li></ul>
<b>What will I study?</b>	<ul style="list-style-type: none"><li>IAB Unit Code B3.1: Applying Accounting Adjustment [PBE]</li><li>IAB Unit Code B3.2: Using Adjustment to Prepare Final Accounts [PBE]</li></ul> <p>[PBE] = Paper-Based Examination [PBA] = Project-Based Assessment</p>
<b>How is the course assessed?</b>	<ul style="list-style-type: none"><li>By Paper-Based Examination [2 hours]</li></ul>
<b>Any Exemptions?</b>	<ul style="list-style-type: none"><li>Certain qualifications may be eligible for exemption based in IAB guidelines</li></ul>
<b>Any deadlines I should know about?</b>	<ul style="list-style-type: none"><li>Register with IAB 1<sup>st</sup> March for June exam. [30<sup>th</sup> Sept. for Dec. Exam]</li><li>Enter for the exams. by 15<sup>th</sup> April for June Exam. [30<sup>th</sup> Oct. for Dec. Exam]</li></ul>
<b>What next after the course?</b>	<ul style="list-style-type: none"><li>Advance to the IAB Level 3 Diploma &amp; Advanced Diploma in Book-keeping</li></ul>
<b>Can I combine this with another course?</b>	<ul style="list-style-type: none"><li>SAGE Line 50 &amp; Payroll, Quick book, Pastel, TAS, MS Excel are recommended</li></ul>
<b>What is the tuition fee?</b>	Home [i.e. candidates not requiring a visa to undertake study]: <ul style="list-style-type: none"><li>£300.00 [includes textbook, lectures and access to our online resources]</li></ul> International or Overseas [i.e. candidates requiring a visa to undertake study]: <ul style="list-style-type: none"><li>£750.00 [includes textbooks, lectures &amp; access to our online resources]</li></ul>
<b>What if I need further information?</b>	<ul style="list-style-type: none"><li>Contact us on <b>+44 [0] 207 820 8212</b> or email <a href="mailto:info@goldsmithibs.com">info@goldsmithibs.com</a></li><li>International Association Book-keepers', Burford House, 44 London Road, Sevenoaks, Kent TN13 1AS England, United Kingdom</li><li><b>Telephone:</b> +44 (0) 17 3245 8080 <b>Tel:</b> +44 [0] 17 3245 5848</li><li><b>Email:</b> mail@iab.org.uk <b>Web:</b> <a href="http://www.iab.org.uk">www.iab.org.uk</a></li></ul>

# Accounting & Finance

## IAB Diploma & Advanced Diploma in Book-keeping

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<b>Course Title:</b>	<ul style="list-style-type: none"><li>IAB Level 3 Diploma in Accounting &amp; Advanced Book-keeping</li></ul>
<b>Duration:</b>	<ul style="list-style-type: none"><li>Six [6] Months to Twelve [12] Months [Units B3.4 and B3.5]</li></ul>
<b>What are the Entry requirements?</b>	<ul style="list-style-type: none"><li>IAB Level 3 Certificate in Book-keeping</li><li>Part-completed IFA, AAT or CAT professional qualification</li><li>Other suitable qualifications and experience acceptable to the</li></ul>
<b>When can I commence study?</b>	<ul style="list-style-type: none"><li>Full-time [September, January, March and June each year]</li><li>Part-time [September, January, March and June each year]</li><li>Distance Learning [You may commence at anytime in the year]</li></ul>
<b>What will I study?</b>	<ul style="list-style-type: none"><li>IAB Unit Code B3.4: Valuing Assets &amp; Preparing Complex Statements [PBE]</li><li>IAB Unit Code B3.5: Preparing Complex Financial Statements [PBE]</li></ul> <p>[PBE] = Paper-Based Examination [PBA] = Project-Based Assessment</p>
<b>How is the course assessed?</b>	<ul style="list-style-type: none"><li>By Paper-Based Examination [2 hours]</li></ul>
<b>Any Exemptions?</b>	<ul style="list-style-type: none"><li>None</li></ul>
<b>Any deadlines I should know about?</b>	<ul style="list-style-type: none"><li>Register with IAB 1<sup>st</sup> March for June exam. [30<sup>th</sup> Sept. for Dec. Exam]</li><li>Enter for the exams. by 15<sup>th</sup> April for June Exam. [30<sup>th</sup> Oct. for Dec. Exam]</li></ul>
<b>What next after the course?</b>	<ul style="list-style-type: none"><li>Advance to the IFA professional Qualification of Degree in Accounting</li><li>Proceed to the AAT or CAT Qualifications or for an A Level</li><li>Advance to the ACCA Professional Qualification</li></ul>
<b>Can I combine this with another course?</b>	<ul style="list-style-type: none"><li>SAGE Line 50 &amp; Payroll, Quick book, Pastel, MS Excel etc. are recommended</li></ul>
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