

Accountancy and Book-keeping courses 2010/11

The courses shown below are available for 2010/11. For additional information on each qualification please refer to the factsheets.

To enrol on these courses please download the Enrolment form and return to IBS as soon as possible.

Code	Course Description	Day	Start date	Time	Weeks	Fee £
International Association of Book-keepers (IAB)						
CIBK-1	IAB Level 1 Certificate in Book-keeping	Wed	22/09/2010	6.00 to 8.00	14	200
CIBK-2	IAB Level 2 Certificate in Book-keeping	Wed	02/03/2011	6.00 to 8.00	14	200
DIBK	IAB Diploma in Accounting and Advanced Book-Keeping	Wed	29/09/2010	6.00 to 8.00	30	420

ACCA Certified Accounting Technician (CAT)

CAT1-D	CAT Paper 1: Recording Financial Transactions *	Thurs	16/09/2010	1.45 to 5.00	12	245
CAT1-E	CAT Paper 1: Recording Financial Transactions *	Thurs	16/09/2010	6.00 to 9.15	12	245
CAT2-D	CAT Paper 2: Information and Management Control *	Thurs	06/01/2011	1.45 to 5.00	8	190
CAT2-E	CAT Paper 2: Information and Management Control *	Thurs	06/01/2011	6.00 to 9.15	8	190
CAT3-D	CAT Paper 3: Maintaining Financial Records *	Thurs	10/03/2011	1.45 to 5.00	12	260
CAT3-E	CAT Paper 3: Maintaining Financial Records *	Thurs	10/03/2011	6.00 to 9.15	12	260
CAT4	CAT Paper 4: Accounting for Costs *	Tues	08/03/2011	6.00 to 9.15	12	260
CAT5-AU	CAT Paper 5: Managing People and Systems	Fri	15/10/2010	1.15 to 4.30	5	125
CAT5-SU	CAT Paper 5: Managing People and Systems	Fri	29/04/2011	1.15 to 4.30	5	125
CAT6	CAT Paper 6: Drafting Financial Statements	Thurs	09/09/2010	6.00 to 9.15	12	305
CAT7	CAT Paper 7: Planning, Control & Performance Mgt	Tues	07/09/2010	6.00 to 9.15	12	305
CAT8	CAT Paper 8: Implementing Audit Procedures	Tues	04/01/2011	6.00 to 8.00	18	305
CAT9	CAT Paper 9: Preparing Taxation Computations	Mon	10/01/2011	6.00 to 8.00	18	305
CAT10	CAT Paper 10: Managing Finances	Wed	05/01/2011	6.00 to 8.00	18	305

ACCA: Professional scheme courses

CCAF1/3	ACCA Knowledge Papers F1 to F3 *	Tues	14/09/2010	4.00 to 8.30	34	920
CCAF4	ACCA Paper F4: Corporate & Business Law	Thurs	09/09/2010	6.00 to 9.15	12	400
CCAF5	ACCA Paper F5: Performance Management	Tues	07/09/2010	6.00 to 9.15	12	400
CCAF6	ACCA Paper F6: Taxation	Mon	10/01/2011	6.00 to 9.15	18	520
CCAF7	ACCA Paper F7: Financial Reporting	Wed	08/09/2010	6.00 to 9.15	12	400
CCAF8	ACCA Paper F8: Auditing	Tues	04/01/2011	6.00 to 9.15	18	520
CCAF9	ACCA Paper F9: Financial Management	Thurs	06/01/2011	6.00 to 9.15	18	520

* Course fee includes fee for first attempt at Computer Based Exam

Please note:

Places on courses are limited so please enrol as soon as possible
Courses will run subject to sufficient enrolments and availability of lecturers
It may occasionally be necessary to amend dates and times of some courses.