

# Level 3 Apprenticeship Framework

# Accounting

The content of this framework has been adapted by the Department for Employment and Learning in discussion with Financial Services Skills Council. This is the only NVQ Level 3 training in this skill acceptable for the receipt of ApprenticeshipsNI funding.

## 1.0 GENERAL

This framework specifies the standards and the criteria for the delivery of a Level 3 Apprenticeship training provision to achieve qualified status within the **Accountancy Industry**. Successful completion of the provision will lead to the award of an NVQ Level 3 qualification and recognition as a qualified person within the industry sector.

## 2.0 PROVISION CONTENT

QUALIFICATION TITLE	LEVEL	UNITS REQUIRED	RELATED KNOWLEDGE (minimum)
Accounting	2	All units as required by the chosen route	During the provision the participant will acquire the theoretical knowledge necessary to ensure a proper foundation for the practical work by completing a Technical Certificate. Completion of the Employment Rights and Responsibilities workbook is also required.
Accounting	3	All units as required by the chosen route	

Performance in all the above Level 2 & 3 units will be assessed by approved assessors using evidence, methods and guidance laid down by the Awarding Body.

## 3.0 MANDATORY ESSENTIAL SKILLS

Application of Number - Level 2      Communication – Level 2

## 4.0 RESPONSIBILITIES

It is the responsibility of the supplier to ensure that entry standards, training plans and appropriate assessments are carried out/adhered to as required by the Department, the Awarding Body and the Sector Training Council. All aspects of the administration/operation of the Level 3 Apprenticeship provision are carried out in accordance with the ApprenticeshipsNI operational guidelines and each supplier should be familiar with their content.

The participant shall maintain a portfolio, which may contain log book(s) and range indicators, for the duration of the training period as required by the Awarding Body.

**The Participant must be employed from day one**

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Further information may be obtained  
 from either organisation

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