



59, VINCENZO MACULANO STREET
FGURA FGR 1372

t: 2167 5137
e: laurencecauchi@gmail.com
w: thebusinesseducationtutors.com

COURSE SUMMARY

COURSE TITLE	ACCOUNTING
SESSION	MAY 2014
LEVEL	ADVANCED LEVEL
	NO ORDINARY LEVEL REQUIRED

Dear Student,

Thank you for your interest in **BE7** and the courses we offer.

The class tuition and study material that we offer are of outstanding quality.

BE7 is committed to the pursuit of excellence in tuition and study materials.

Our success is illustrated by our exceptionally high pass rates.

Students will continue to choose **BE7** based upon reputation and experience.

We hope you find the following details of assistance. To discuss your individual study needs before you enroll simply call us on 2167 5137.

We look forward to hearing from you.

Yours sincerely,

Laurence Cauchi

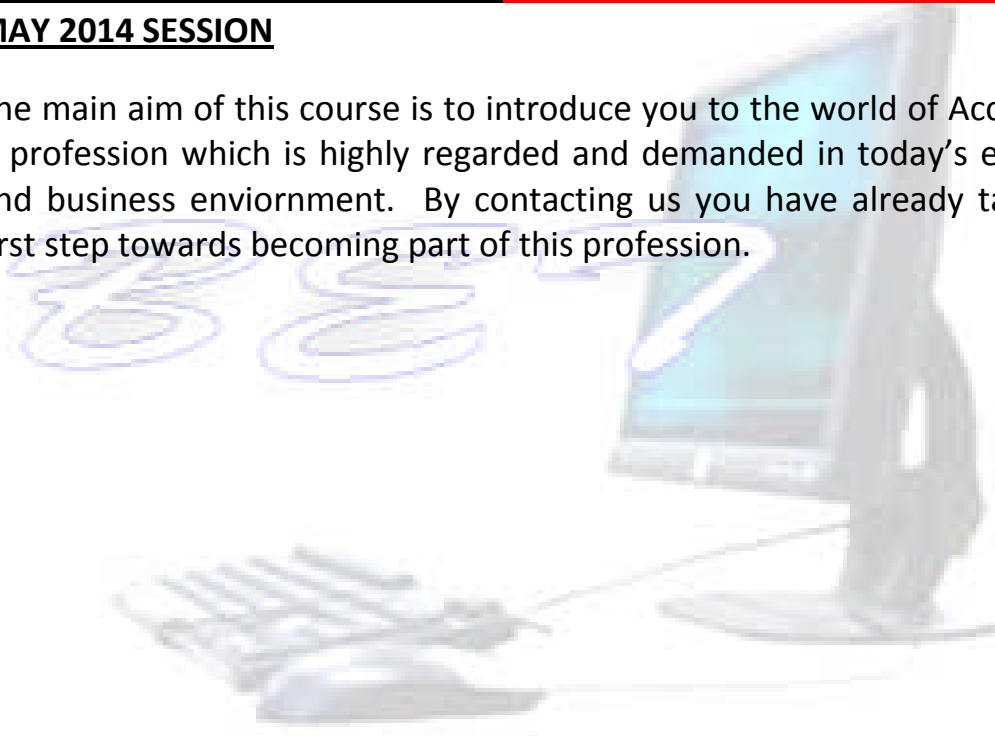
LAWRENCE CAUCHI AIPFM, LMLCC, FIAB, MIAAP, MAAT.

BUSINESS EDUCATION TUTORS
SUCCESS THROUGH QUALITY
SPECIALIST TRAINING IN BUSINESS EDUCATION
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ACCOUNTING: ADVANCED LEVEL (NO ORDINARY LEVEL REQUIRED) –
MAY 2014 SESSION

The main aim of this course is to introduce you to the world of Accounting. A profession which is highly regarded and demanded in today's economic and business environment. By contacting us you have already taken the first step towards becoming part of this profession.



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COURSE: ACCOUNTING AT ADVANCED LEVEL (NO ORDINARY LEVEL REQUIRED)

COURSE TITLE	Accounting.	
AWARDING BODY	Matsec/Edexcel (London).	
LEVEL	Advanced – no ordinary level is required.	
CERTIFICATION	Successful candidates will be issued with recognised certificates in Accounting by the Matsec Board and Edexcel.	
COURSE AIM	This course provides instruction covering the syllabi for the Matsec/Edexcel Advanced Level Certificate Examinations in Accounting.	
TARGET AUDIENCE	<p>This course is aimed at all those students who would like to sit their advanced Level examinations in May 2014 (no ordinary level is required).</p> <p>The whole syllabus will be dealt with in detail, starting from the very basic. This gives beginners' the opportunity to master the contents thoroughly.</p>	
COURSE CONTENTS	<p>FINANCIAL ACCOUNTING</p> <p>The nature and purpose of accounting Accounting concepts The principles of double entry The ledger The cash book and the petty cash book Books of original entry Accruals and prepayments Irrecoverable debts and allowances Depreciation accounting Sole trader</p>	<p>MANAGEMENT ACCOUNTING</p> <p>Material Labour Overheads Job costing Process costing Marginal costing and BE analysis Decision making Standard costing Capital investment appraisal Social accounting Budgeting</p>

	<p>Departmental accounts Manufacturing accounts Correction of errors Control accounts Incomplete records Clubs and societies Partnership accounts Company accounting Interpretation of accounts Statements of cashflows Computers and accounting</p>	
ASSESSMENT	By examination.	
TUTOR	<p>The course tutors are:</p> <p>Mr Lawrence Cauchi AIPFM, LMLCC, FIAB, MAAT, MIAAP who has more than 28 years of experience at this level. Mr Cauchi is currently a tutor of Accounting at Advanced Level at the De La Salle College Sixth Form.</p> <p>Mr Aaron Grech Bcom. PGCE. who has more than 15 years of experience at this level. Mr Grech is currently a tutor at the Giovanni Curmi Sixth Form.</p>	
DATE OF COMMENCEMENT	Tuesday 21st May 2013.	
TIMETABLE	Lessons will be held on Tuesday and Friday at 18.00 hours.	
DURATION	Each lesson will be of 2 ¼ hours duration.	
COURSE FEE	<p>The course fee will cover:</p> <p>i. Course material and notes (including two workbooks); ii. The best tuition to our knowledge; iii. Use of our resource centre online.</p>	
BOOK LIST	<p>i. WORKBOOK 1 – FINANCIAL ACCOUNTING – 500 pages – FREE ii. WORKBOOK 2 – MANAGEMENT ACCOUNTING – 450 pages – FREE</p> <p>The workbooks are only available from our centre. The workbooks are free of charge.</p> <p>The workbooks have been written by the tutor Mr L. Cauchi specifically for the Matsec and Edexcel syllabi making them concise and to the point but covering all areas of the syllabi in great detail.</p>	
SAVINGS	<p>The workbooks are FREE OF CHARGE at a total savings of approximately €250.</p>	
RESOURCE CENTRE	<p>All registered students of 387 will have access to our resource centre online, which consists of past examination questions and solutions. A total of about 300 past examination questions and solutions.</p>	

PLEASE NOTE THAT THE COURSE WILL COMMENCE ON THE 21st MAY, 2013.

TIMETABLE


	M	T	W	TH	F	S	S		M	T	W	TH	F	S	S
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MAY		21			24			NOV		05			08		
		28			31					12			15		
										19			22		
										26			29		
JUNE		04		06											
		11			14			DEC		03			06		
		18			21					10			13		
		25			28					17			20		
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JULY		02			05					--					
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		16			19			JAN					03		
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AUG					02					28			31		
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SEPT		03			06										
		10			13			MAR		04			07		
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OCT		01			04										
		08			11			APR		01			04		
		15			18					08			11		
		22			25					15			18		
		29													

- i. LESSONS START AT 18.00.
- ii. LESSONS ON PUBLIC HOLIDAYS START AT 08.00.
- iii. EACH LESSON IS OF 2¼ HOURS DURATION.

PLEASE NOTE THAT THIS TIMETABLE IS SUBJECT TO CHANGES SHOULD THE NECESSITY ARISE.

**REGISTRATION IS
ON A FIRST COME
FIRST SERVED
BASIS**

**If you are interested
in enrolling in this
course, call on
21675137.**



**THIS COURSE
QUALIFIES FOR AN
EARLY BOOKING
DISCOUNT OF 178
EUROS.**