

OTHM • Level 3 • Qualification No. 603/3811/8

Level 3 Foundation Diploma in Accountancy (RQF)

A 100% online foundation in accountancy and financial management, transferable across many industries.

Ready to get started?

Enrol on the Level 3 Foundation Diploma in Accountancy today and get instant access to your Virtual Learning Environment.

[Apply Now](#)
[Speak to an advisor](#)
60

CREDITS

600

TQT

240

GLH

3

UNITS

■ Overview

This foundation diploma gives you a grounding in accountancy and financial management that's transferable across many industries. It's designed to equip you with core accountancy knowledge, adaptability to rapid change, and the best possible progression opportunities — whether within your organisation or into further study.

■ Duration & delivery

Designed to be completed over six months of full-time study, though flexible online delivery means it can be completed in as little as two months with hard work. Delivered through our Virtual Learning Environment.

2 months fast-track

6 months full study

■ Assessment & verification

All units are internally assessed by qualified assessors and externally verified by OTHM. You'll need at least ten weeks to complete the guided learning hours after registering, with support from your online tutor throughout.

■ Career paths

- Accounts Assistant
- Accounts Payable and Expenses Supervisor
- Payroll Supervisor
- Practice Bookkeeper
- Tax Assistant

■ Progression

Successful completion opens academic progression to a range of undergraduate-level programmes, including:

OTHM Level 4 Diploma in Accounting and Business (RQF)

■ Course facts

Awarding body	OTHM
Qualification No.	603/3811/8
Level	Level 3
Regulator	Ofqual
Study mode	100% online
Minimum age	16+

■ Unit structure

- 1** Recording Financial Transactions
- 2** Management Information
- 3** Maintaining Financial Records

■ Entry requirements

Learners must be at least 16 years old. There are no other specific entry requirements — we ensure admitted students are capable of completing the assessment and learning criteria.

Have a question?

Our advisors can talk you through funding, timelines and next steps — free, no obligation.

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