

The Career Academy is a Xero Education Partner with Xero Learn



The **CAREER** Academy



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The Career Academy is a Xero Approved Training Centre

Who We Are...

Leap into a world of opportunities with a globally recognised, industry accredited certification from The Career Academy.

Our vision is to provide our students with an outstanding online learning experience that will empower them to embrace new opportunities and advance their career. Whether you want to improve your understanding of basic industry practices, get that promotion, or need a formal qualification to support your logbook of experience, our range of courses are specifically tailored for anyone who wants to take their career to the next level. The Career Academy allows you to learn entirely online, in your own time, and at your own pace. Whatever your life commitments, from full-time work to full time childcare, our courses allow unlimited flexibility in how you want to learn.

The Career Academy is Internationally Approved and Registered with the International Approval and Registration Centre. Many of our accounting courses are accredited by ICOES, the International Association of Accounting Professionals and the Association of Accounting Technicians (AAT).

You'll step into your course with your dream job in mind, and step out with your dream job in sight.



94% of our graduates say that studying with The Career Academy has given them valuable skills to use in the workforce



96% of our graduates say that The Career Academy provided them with up-to-date and industry relevant skills

Get Xero Certified.

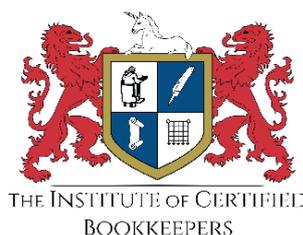


Beautiful business

The Career Academy has created a series of online courses so anyone can update their skills and learn Xero FAST!

The Career Academy will help you take your accounting to the cloud with our series of accredited distance learning courses. You'll update your skills and spend less time on the books! We have courses ranging from beginner to advanced including a payroll course. Learn from Xero experts and save time. The Career Academy is a Xero Education Partner with Xero Learn.

- Learn the essential skills that employers look for when hiring
- Gain an industry ready qualification
- Learn Xero in as quickly as a week!
- Our Career Centre will help you find a role after graduating
- Gain up to 40 CPD hours
- Get up to six months to Xero included within your course



Why The Career Academy?



Pay just £25 a week

We offer flexible interest FREE payment plans starting for as little as £25 a week.



Flexible Online Learning

Designed to fit around your lifestyle. Study at your own time and pace.



Industry accredited

Our courses are internationally accredited with the relevant industry qualifications that employers are looking for.



Unlimited Tutor Support

Our subject expert tutors are standing by to offer their support whenever you need it.

We'll help you find a job!

Gain the confidence to succeed with The Career Centre. Recruiters and employers get inundated with applicants for advertised positions, so we'll help you break through and ensure your CV stands out. We will provide a detailed analysis of your CV, connect you with recruitment agencies and employers, and provide interview tips and techniques to help you gain employment.





Study Levels

Introduction

Start your career by gaining a general understanding and learning the basic skills needed to work in your industry of choice.

Duration: typically up to 6 months

Certificate

Take the first step on your education journey with The Career Academy Certificates. These entry level courses are designed to teach you the practical skills you need to excel in the workforce.

Duration: typically up to 6 months

Diploma

The Career Academy Diploma's will teach you the basic skills you need to succeed in your career, and then move on to the more advanced knowledge which will help you stand out from the crowd.

Duration: typically up to 12 months

Pathway

The Career Academy Pathways comprehensively cover your area of study from introductory to advanced knowledge. By the time you emerge from your Pathway you will have a wide range of knowledge and be ready to step into your successful career.

Duration: typically up to 18 months

Certificate in Xero Accounting

Gain an intermediate level of knowledge and learn how to use Xero to manage your own business accounts or your client's accounts. This course will set you up with a strong understanding and practical knowledge of Xero to advance your business or career. You will gain a Certificate in Xero, another frequent request of employers. Gain 15 CPD hours on completion!



IC^{OE}ES



Cost:
£299 + GST

£25 a week with
our interest free
payment plans

Duration:
15 Hours

Access Time:
6 months

Certificate in Xero Payroll

Learn to use the Xero Payroll module with our online course. You'll learn to connect your payroll to your accounting system, saving time and stress managing your payroll and PAYE returns. Gain 10 CPD hours on completion!



IC^{OE}ES



Cost:
£249 + GST

£25 a week with
our interest free
payment plans

Duration:
10 Hours

Access Time:
6 months

Advanced Certificate in Xero Accounting

Stand out with the crowd with this certificate on your CV! Learn advanced Xero accounting skills with this accredited online course such as managing your business accounts, interpreting extracted information (reports) and how to make the most of a cloud accounting solution. Gain 15 CPD hours on completion!



IC^{OE}ES



Cost:
£399 + GST

£25 a week with
our interest free
payment plans

Duration:
15 Hours

Access Time:
6 months

Diploma in Xero

This online diploma takes approximately 40 hours to complete and combines four certifications into one. It will enhance your Xero skills, enabling you to pursue a career in accounting, finance or business.

Covering four modules

ABKU1022 – Certificate in Xero
ABKU219 – Introduction to Xero Online
ABKU130 – Xero Chart of Accounts
ABKU136 – Managing Contacts with Xero
ABKU198 – Xero Sales, Invoices, Quotes & Inventory
ABKU220 – Xero Purchases & Bills
ABKU194 – Introduction to Xero Reporting
ABKU210 – Introduction to Xero Add-ons
ABKU292 – Certificate in Xero Assessment

ABKU1016 – Certificate in Xero Payroll
ABKU219 – Introduction to Xero Online
ABKU1200 – Setting up Xero Payroll
ABKU1182 – Managing Payroll Items with Xero
ABKU1107 – New Employee & Time Off Requests with Xero
ABKU1179 – Pay Templates in Xero
ABKU1178 – Pay Runs in Xero
ABKU1183 – Payslips, Reporting & Filing in Xero
ABKU1294 – Xero Payroll Assessment

ABKU1015 – Advanced Certificate in Xero
ABKU219 – Introduction to Xero Online
ABKU212 – Aged Receivables & Payables in Xero
ABKU199 – Managing Fixed Assets with Xero
ABKU206 – Budgeting with Xero
ABKU207 – Tracking Categories in Xero
ABKU208 – Report Preparation and Analysis in Xero
ABKU139 – Customising Templates in Xero
ABKU209 – Introduction to Projects and Expenses
ABKU293 – Advanced Certificate in Xero Assessment

ABKU1045 – Official Xero Advisor Certification

Xero certification allows you highlight your knowledge of the UK's leading cloud accounting software, and shows that you are able to support Xero subscribers across the UK.

Cost:
£499 + GST

£25 a week with
our interest free
payment plans

Duration:
40 Hours

Access Time:
6 months



What Our Students Say

Our customers say **Excellent**



4.8 out of 5 based on 3,660 reviews



I already was a fan of Xero but now, with the additional information I've gained already through this course from The Career Academy, my Xero experience has been widened and the little tips and tricks are amazing.

-Christine



Really great course in Bookkeeping basics, ideal for a beginner like me. The material was well set out, easy to understand and sufficiently detailed to give me the sense that I was getting all the information I needed to consider looking for work as a bookkeeper. The tutor comments were by and large most helpful.

-Lindsay



I'm doing my second course with The Career Academy and I wouldn't choose any other institution if I go for third one. Easy to follow, very well structured lessons, giving you a great knowledge and understanding of the subjects. Have to mention tutorial, which is also great. Feedback is provided in less than a week for submitted assignments, with valuable comments.

- Hajni



I chose The Career Academy because it has the courses that I need to up skill and to secure employment. The information is set out well and the tutors are brilliant. I will be doing more study later on this year and are looking forward to learning more skills with The Career Academy.

-Graeme

Ready to Enrol?

Click here to get started

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ICOES

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