



UNITED VISION ACADEMY

UNITED VISION ACADEMY SDN BHD
 (Company Registration No: 1 229709-H)
 Head Quarters
 No: 22-01, 20-01 & 20-02, Jalan Pertama 1,
 Pusat Perdagangan Danga Utama,
 81300 Skudai, Johor Bahru, Johor, Malaysia
 Tel: +607-5578816 / +607-5576066
 Email: info@uvacademy.edu.my

KL Campus
 6-L2-01, Level 2, Tower 2, Menara PGRM,
 No 6, Jalan Pudu Ulu Cheras, 56100,
 Kuala Lumpur Malaysia.
 Tel: +603-9202 8686 / +6012-772 5077
 Email: uvakl@uvacademy.edu.my

Pearson LCCI Level 2 Diploma in Bookkeeping & Accounting (Preparatory Course)

This qualification is suitable for students who work or wish to work in areas of business that involve the recording of financial transactions. This course also aims to give students opportunity to gain the knowledge, understanding and skills needed to integrate technology into their work; increasing students' employability skills in a variety of roles. It also provides the key knowledge and understanding of the role of cost accounting in business and also introduces students to the principle of decision making for Management Accounting

Course Content

LCCI Level 2

(3 Subjects to form a Diploma Certificate)

Compulsory Subject: Book keeping & Accounting

Certificate in Business Calculations

- Simple and Compound Interest
- Stock Exchanges
- Business Ownership
- Profitability and Liquidity
- Investment Appraisal
- Bankruptcy
- Depreciation of Business Assets
- Index Numbers

Certificate in Cost Accounting

- The Role of Cost Accounting in Business
- Material Costs
- Labour Costs
- Overhead Costs
- Job and Batch Costing
- Marginal Costing
- Budgetary Planning and Control
- Standard Costing and Variances
- Managing Cash Flow
- Investment Appraisal
- The Role of Management Information Systems (MIS) in Cost Accounting

Certificate in Book-keeping & Accounting

- The Principles of Double-Entry Accounting
- The Purpose and Reconciliation of Control Accounts
- The Preparation of Control Accounts
- Correction of Errors, The Journal
- Depreciation, Allowance for Doubtful Debts
- Adjusting for Accruals and Prepayments
- Partnerships as a Business Relationship and it's Accounting Preparation
- Principles and Preparation of Accounting for Limited Liability Companies
- Principles of Incomplete Records
- Preparation of Manufacturing Accounts
- Principles of Accounting for Non-Profit Organizations
- Preparation of Non-Profit Organization Accounts
- The Calculation and Interpretation of Accounting Ratios

Certificate in Business Statistics

- Management Information (External & Internal Business Environment)
- Business Planning Model
- Data Correction, Correlation & Regression
- Time Based Data
- Risk Management & Business Decision Making
- Probability, Estimation, Significant Testing, Chi Squared Test
- Quality Assurance & Control



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Entry Requirement

- Minimum Age** : Minimum 16 years old for examination. Study age can be started from 13 years old.
- Academic Qualification** : No minimum qualification required. Students are able to sit for exam at Level 2 directly without taking Level 1 exam.
- Language Proficiency** : English preferred. However, at UVA, we will be teaching in bilingual, meaning that we shall be explaining in Mandarin or Bahasa Malaysia when necessary.
- Duration** : PT: 8 months for all 3 subjects in package
- Mode of delivery** : Classroom-based teaching and/or Online Zoom learning platform
- Student Portal** : The recorded videos for each classes will be uploaded to our student portal which allows students to refer anytime while doing self-revision.
- Awarding Body** : Pearson LCCI, UK
- Course Materials** : Provided by UVA (photocopy version)
- Past Years Exam Papers**: Provided by UVA for at least full 1 to 2 years latest past year questions with answers.
- No. of Lessons/Subject** : **10 and 14 lessons x 3 hours each subject. (10 lessons for Business Calculation & Business Statistics Subject)**
- Classes Conducted** : **One class per week per subject. Classes will be conducted during non-working hours.**
- Students' Supports** : **Available via social media all days. Response time within 1 working day.**
- Exam Registration** : **UVA will assist the students to register the exam upon classes ending. All fees payable to external parties shall be borne and payable in full by student.**
- Registration Under** : **PUSAT LATIHAN UVA (JZ4B008)**

United Vision Academy is proudly announced that we are an **LCCI approved centre** in Johor Bahru and Kuala Lumpur since 2018. UVA can be one of the LCCI examination centre & assist students with their exam entry for both centres.

Fee Structures

Individual Subject – RM1,500.00

- Per subject RM1,200
- Material Fee RM200
- Registration Fee RM100
- Excluded LCCI Exam Fees

Package A (3 subjects) – RM3,800.00

- Course fee package: RM3,200
- Material fees: RM500
- Registration fee: RM100
- Excluded LCCI Exam fee

Package B (4 subjects) – RM5,000.00

- Course fee package: RM4,300
- Material fees: RM600
- Registration fee: RM100
- Excluded LCCI Exam fee

***Zero-Interest Installment Plan Applicable (Upon Request)**

***Fee Payment Method – Credit Card, Bank Transfer, or Cash**

Bank Account No: Hong Leong Bank 37900014979

***Please WhatsApp +6012-7725077 or +6017-8853146 once Payment is made with transfer document.**