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Applicant Information Guide 2025

Accounting Technologist Apprenticeship

BSC (Hons) in Accounting Technology

Advancing Industry

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Advancing Education Advancing Industry Advancing Accounting

We are the leading professional body for Accounting Technicians and Accounting Technologists on the island of Ireland.

Adaptive Accounting

Be part of something bigger with ATI.

Providing Accessible, Inclusive and Relevant Careers and Employer Connections

► 43 Years

Trusted industry leader in accounting education

► 10,000

Students and members across the island of Ireland

► Connected

First choice for employers

► 95%

Of our members are employed

► Responsive

Providing sustainable careers in accounting

Our Purpose

We provide education and professional support that gives people the expertise and confidence to thrive in a continually changing world of work.

Through our connected membership community, we provide the professional support that serves everyone, no matter where they are from and what their circumstance are.

Our education and membership are equally rooted in our vision and the core idea of responsive education for students, life-long professional relationships for members, academic excellence in education and advanced outcomes for employers.

Our Values



Accessibility

We strive to create a culture of openness and belonging which is inclusive and representative of the diverse needs of our members, students and wider stakeholders.



Agility

We embrace change and curiosity in our strategy, processes, and team behaviours so that we can improve, solve problems and be ready for new opportunities.



Collaboration

We exercise collaborative working, relying on the strengths of our wider community and partners to thrive and evolve together.



Courage

We welcome new ideas and question assumptions enabling us to champion success, have the freedom to take risks and to think big.



Relevance

We never stop learning and continuously look at how we can do better so that we can support the professional development of our members and students now and in the future.

Technician to Technologist

Find the right career path for you.



Accounting Technician

What is an Accounting Technician?

Accounting Technicians are qualified accounting professionals who work at all levels of business.

What does an Accounting Technician do?

You will be involved in the day-to-day work of accountancy and play a key operational role in producing reliable financial information. There is a wide range of roles from accounts staff to financial controller with varied responsibilities:

- Financial accounting and budgeting.
- Costing and credit control.
- Payroll, administration, tax returns.
- Managerial tasks.
- Assisting with audits.

Sectors you can work in:

Industry, private accountancy practices, and the public sector. Many of our members run their own businesses.

What are the benefits of this career?

- **Fast-track your success:** Our qualifications are highly sought-after by employers in the areas of accounting, finance and taxation, as well as consulting and advisory.
- **Advance your career** with roles ranging from accounts assistant to financial manager. Many of our members are in key decision-making roles in their organisations.
- **Stay connected:** As a member of ATI, you will be connected to an international Community of Practice.

Certified Accounting Technologist

What is a Certified Accounting Technologist

The **Certified Accounting Technologist** is a new profession that sits between the traditional Accounting Technician and the fully qualified accountant.

What does a Certified Accounting Technologist do?

You will work at the intersection of modern finance, information systems and organisational governance, leveraging knowledge and expertise developed in the areas of:

- Financial and sustainability reporting.
- Data management & analytics.
- Corporate finance.
- Business intelligence.
- Performance management .
- Decision support & executive corporate governance.

Sectors you can work in:

Industry, private accountancy practice, and the public sector. The qualification is designed to reflect emerging trends in the profession, including sustainability accounting and the integration of AI technologies.

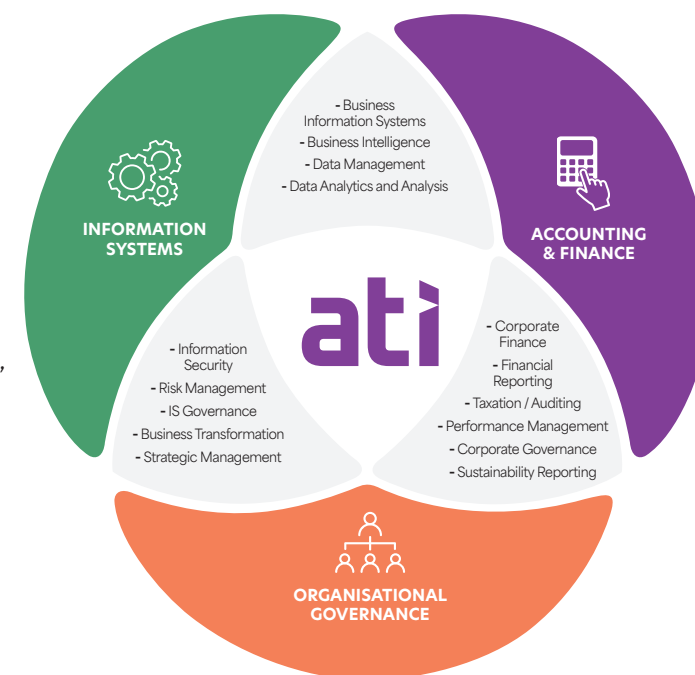
What are the benefits of this career?

- **Future-proof your career** by adding competencies in Environmental, Social and Governance (ESG) responsibilities.
- **Advance your digital knowledge** with modules in Data Analytics, AI, Cybersecurity.
- **Be the expert in** Digital Transformation and Strategic Management.

► For more information on our courses, visit our website: AccountingTechniciansIreland.ie

A new path to career success

The Certified Accounting Technologist will work at the intersection of modern finance, information systems, organisational governance, financial and sustainability reporting.



Programme Structure

The Certified Accounting Technologist will be equipped to enhance financial, social, and environmental value within organisations. They will also possess the skills necessary to facilitate transitions to digital and sustainable economic models.

- The apprentices will undergo a comprehensive two-year, work-based learning programme, with mentorship.
- Apprentices will spend four days per week working with a registered employer (on-the-job) and one day attending classes online (off-the-job).
- It is a degree-level modular standards-based programme spanning two years, combining on-the-job training and off-the-job education.
- Apprentices are paid by their employer, and their college tuition is funded by the Higher Education Authority (in ROI) and Department for the Economy (in NI).

Upon successful completion of the programme, apprentices are awarded a BSc (Hons) in Accounting Technology. Graduates who meet all relevant criteria may then apply to ATI for permission to use the 'Certified Accounting Technologist' (CIATI) designation—a professional credential that recognises advanced capability in accounting, information systems, governance, and sustainability reporting.

Employer Training Value

The Accounting Technologist Apprenticeship is designed to enhance long-term financial, social, and environmental value, preparing businesses for a sustainable economic model transition.

Fees

There are no apprentices fees but an annual employer contribution fee of €2,250 will apply. Please contact: technologist@accountingtechniciansireland.ie

1st

to use the professional designation CIATI

Future-Ready Pathway

Certified Accounting Technologist

Business environments are changing due to significant **technological, social, environmental, and regulatory developments**. ATI recognises the significance of these ongoing changes for accounting professionals and, in response, has developed a **new professional role based on focused expertise in accounting, information systems, and organisational governance**. The accounting professional for the 21st century is the 'Certified Accounting Technologist'.

The new Certified Accounting Technologist professional builds on core accounting and taxation competencies to develop increasingly in-demand capabilities; such as data analytics and sustainability reporting.

Course Duration

2 Years.

Who can apply?

- Graduates of ATI's Accounting Technician programme or equivalent.
- Qualified or part-qualified accountants.
- Individuals with a business-related qualification that includes foundational accounting and taxation.

Fees

An employer contribution fee of €2,250 will apply annually.

Qualification

BSc Hons in Accounting Technology (Level 8), validated by Technological University of the Shannon.





Accounting Technologist Apprenticeship

Future-Focused. Professionally Recognised. Degree Level.

Accounting Technologist Apprenticeship (ROI)

The **Certified Accounting Technologist** is a new professional role for future-ready finance leaders. This degree-level programme develops expertise across **finance, data analytics, ESG, and governance** – providing the capabilities to support digital and sustainable transformation in modern businesses.

Validated by the **Technological University of the Shannon (TUS)** and delivered in partnership with ATI, this apprenticeship leads to a **Level 8 Bachelor of Science (Honours) in Accounting Technology** and the professional designation **Certified Accounting Technologist (CIATI)**.

Why Choose This Programme?

- **Earn and learn:** Fully funded tuition through the Higher Education Authority, apprentices work 4 days a week and attend college 1 day per week.
- **Add real value:** Modules are designed to embed academic learning with practical industry application.
- Professional designation: Graduates become eligible to apply for the professional award of CIATI through ATI.
- **Future pathways:** Progress to Master’s programmes or specialist routes in finance, sustainability, or analytics.

Programme Overview

Duration: 2 years.

Format: 4 days per week in employment, 1 day in college (Sept-May each year).

5 days a week in employment (June - August each year).

Award: BSc (Hons) in Accounting Technology (Level 8)

Validated by: Technological University of the Shannon (TUS).

Professional Designation: Certified Accounting Technologist (CIATI) , ATI.

Entry Requirements

Applicants must hold one of the following:

- ATI Level 6 Advanced Certificate in Accounting (ROI).
- CCEA Level 5 Diploma in Accounting (NI).
- A Level 6 major award in business/finance (QQI or equivalent) with relevant work experience.
- Part-qualified accountants (e.g., CAI/ACCA.
- CIMA with CAP1 or equivalent).
- Relevant Level 7/8 modules mapped through the TUS RPL process.
- Be employed in a relevant role with an approved ROI-based employer.

Funding

Tuition is funded by the Higher Education Authority.

An annual employer contribution fee of €2,250 applies.

Registered employers will be eligible for an annual SOLAS grant of €2,000 per apprentice.

Course Outline

YEAR 1

Semester 1

- Performance Management
- Business Information Systems
- Corporate Governance

Semester 2

- Financial Reporting
- Data Analytics
- Sustainability for Accounting & Finance Professionals

Semester 3

- Professional Practice & Industry Project 1

YEAR 2

Semester 1

- Financial Management
- Information Security, Governance & Digital Transformation
- Sustainability Accounting

Semester 2

- Taxation
- Data Analysis & Visualisation
- Strategic Management

Semester 3

- Professional Practice & Industry Project 2

Programme Structure

- The Accounting Technologist Apprenticeship is delivered over two academic years, structured to integrate practical workplace experience with rigorous academic learning. The programme is modular, standards-based, and aligned with industry requirements.

Study Format

- Apprentices attend online college one day per week with Technological University of the Shannon (TUS).
- They work with their employer for four days per week during the college term.
- During non-teaching periods (outside of term time), apprentices return to five days per week in the workplace.

Academic Calendar

- The academic year is divided into three semesters each year: Autumn, Spring, and Summer. Apprentices complete a total of 14 modules, including two substantial work-based industry projects.

Modules Overview

- Each year includes six academic modules and one year-long work-based project.

Assessment Methods

- Assessment is continuous and varied to reflect real-world professional demands. It includes group projects, individual assignments, presentations, practical tests, and online exams.

YEAR 1			
Semester 1 (Sept-Dec)	Status	Credits	Off The Job Release
Performance Management	Mandatory	10	1 day a week for 15 weeks
Business Information Systems	Mandatory	5	
Corporate Governance	Mandatory	5	
Semester 2 (Jan-May)	Status	Credits	Off The Job Release
Financial Reporting	Mandatory	5	1 day a week for 15 weeks
Data Analytics	Mandatory	10	
Sustainability for Accounting and Finance Professionals	Mandatory	5	
Semester 3 (June-August)	Status	Credits	Off The Job Release
Professional Practice and Industry Project 1	Mandatory	20	Allocated contact hours throughout the year

YEAR 2			
Semester 1 (Sept-Dec)	Status	Credits	Off The Job Release
Performance Management	Mandatory	10	1 day a week for 15 weeks
Information Security, Governance and Digital Transformation	Mandatory	5	
Sustainability Accounting	Mandatory	5	
Semester 2 (Jan-May)	Status	Credits	Off The Job Release
Taxation	Mandatory	5	1 day a week for 15 weeks
Data Analysis and Visualisation	Mandatory	10	
Strategic Management	Mandatory	5	
Semester 3 (June-August)	Status	Credits	Off The Job Release
Professional Practice and Industry Project 2	Mandatory	20	Allocated contact hours throughout the year

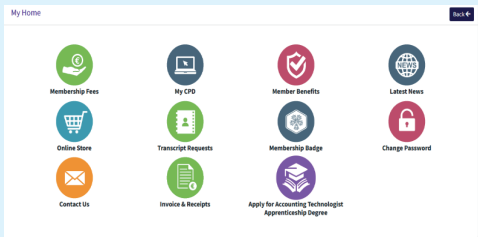
Entry Requirements - Apprentice

1. An ATI NFQ level 6 Advanced Certificate in Accounting or the Level 5 Accounting Technician Diploma on the UK Regulated Qualifications Framework (RQF); or an equivalent qualification at these levels.
2. Any major qualification at Level 6 on the Irish National Framework of Qualifications (NFQ); or any qualification at Level 5 on the UK Regulated Qualifications Framework (RQF) or Qualifications Framework for Higher Education (FHEQ) and have the relevant work experience; or an equivalent qualification at these levels.
3. Part-qualified accountants (e.g. CAI, ACCA, CIMA) who have successfully completed CAI CAP 1 or corresponding equivalent and have therelevant work experience. Fully qualified accountants can also apply.
4. Successful completion of relevant modules at degree (L7/L8) level of a business, finance or accounting related programme, mapped, and agreed by via the TUS RPL process, and offered by a recognised HE Institution. Full degree holders can also apply.
- Prospective candidates seeking to undertake the Accounting Technologist Apprenticeship must either hold a position in an accounting or financial role or have secured employment with an employer committed to supporting their apprenticeship journey throughout the two-year period.



Recruitment Phases

Below is a guide to understanding how to apply for the Accounting Technologist Apprenticeship.

Applicant Type	Recruitment Stage
You are a current ATI member who graduated after 2022. You are employed and your employer is fully supportive of your application.	Can apply directly from your Touchpoint account, you can see the Accounting Technologist widget on your homescreen. 
You are a current ATI member who graduated before 2022. You are employed and your employer is fully supportive of your application.	Professional Certificate in Data Management for Finance You first need to complete The Professional Certificate in Data Management, which you will find in your TouchPoint account. This is a short, fully online programme designed to catch up the members who have graduated before the most recent syllabus change and may be unfamiliar with the latest in Financial Data Management You can apply at the same time for the programme in your Touchpoint account, but you must have completed the Certificate before you start the apprenticeship programme.
You are a qualified Accounting Technician but don't have your membership up to date. You are employed and your employer is fully supportive of your application.	Become an up to date ATI member by paying the ATI membership fee. Once the membership fee is up to date you will have access to Touchpoint and be able to apply for the Apprenticeship. The above steps will apply depending on when you graduated.
You are an affiliate member, completed all academic requirements, but have not yet completed the work experience requirements. You are employed and your employer is fully supportive of your application.	You must complete the outstanding work experience requirements. For more information, contact: wpp@accountingtechniciansireland.ie
You are an affiliate member.	Not eligible to apply until you have completed the outstanding work experience modules.
You are an external applicant, who is either a partially or fully qualified accountant or has other qualifications and relevant work experience.	Apply online on our website with the external application link.
You are employed and your employer is fully supportive of your application.	

Benefits of the Accounting Technologist Apprenticeship

The Accounting Technologist Apprenticeship delivers real value for employers looking to grow future-ready finance teams, build in-house capability, and retain top talent.

Cost-Effective Talent Development

- Tuition funded through the Higher Education Authority (ROI).
- Employers receive a grant of €2,000 per apprentice per year, paid in two instalments.
- Apprentices are employees.

Tailored Skills to Fit Your Business

- Apprentices follow a structured, standards-based programme that covers:
 - Financial and sustainability reporting.
 - Data analytics and business intelligence.
 - Corporate finance and digital transformation.
- The curriculum is aligned to current and future industry needs – giving you access to talent with skills that matter.

Immediate On-the-Job Impact

- Apprentices apply classroom learning directly in the workplace, becoming productive team members from the outset.
- Practical projects and real-world assignments are integrated into the programme.
- Early functional proficiency means you gain value early in the apprenticeship lifecycle.

Boost Retention and Loyalty

- Each apprentice is supported by a trained workplace mentor.
- Your investment in their development encourages long-term commitment.

Professional Recognition for Your Team

- Graduates earn a BSc (Hons) in Accounting Technology.
- Upon graduation, they are eligible to apply for the professional designation of Certified Accounting Technologist (CIATI) – positioning your team at the cutting edge of finance and technology.

A Straightforward Process

- The process is very straightforward if you have an existing employee that you want to put forward for this apprenticeship.
- For new hire requirements, ATI manages candidate sourcing, initial screening, and academic coordination.
- You focus on selecting the right fit for your business.
- Our team supports you throughout the registration, onboarding, and mentoring process whether you're looking to recruit new apprentice or train an existing employee.

Candidate Eligibility

To be eligible for the apprenticeship, candidates must:

- Hold (or be offered) a role in accounting or finance.
- Be employed by a registered apprenticeship employer for the duration of the 2-year programme.
- Have a suitable mentor and access to relevant work-based training opportunities.

Get in touch:

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