

Basic Payroll courses

**FREE
ONLINE COURSE**
Get an extra helping
hand after your
three-day Payroll
Technician course

Build up your knowledge in down-to-earth workshops

Whether you're totally new to Payroll, refreshing your knowledge, or looking to progress to a higher level, there's a LEARN Basic Payroll course to deliver the skills you need. They build your

confidence and understanding in practical workshops with friendly, step-by-step tuition, and lead to a professional payroll qualification too if you wish.

Which payroll skills do you need?

- **Payroll Introduction** is a comprehensive introduction to Payroll – an overview of Basic Tax & NIC; Statutory Payments and Family Leave; and Advancing from Basic Payroll
- **Basic Tax and NIC** for those with little or no experience of how the UK Tax and NIC system works
- **Statutory Payments and Family Leave** for those with little or no experience of current UK statutory pay and leave provisions
- **Advancing from Basic Payroll** is for those with basic experience who wish to develop their careers in payroll
- **Payroll Technician** combines the previous three courses (Basic Tax & NIC, Statutory Payments and Family Leave, Advancing from Basic Payroll). This saves you money and leads to a professional payroll qualification (optional)
- Courses are **open to all** – no membership fees or hidden charges
- All Basic Payroll Courses can be run **in-house** to reduce travel and subsistence costs, embed consistent practices, and be tailored to your organisation if you wish.

Courses run at venues across the country, all through the year. See the detailed Basic Payroll prospectus at www.thelearncentre.co.uk

