



COURSE SCHEDULE

MARCH – DECEMBER 2025

“

UK Training always deliver excellent courses and this was no exception. Clear information delivered by an extremely knowledgeable presenter.

”

Office Manager

www.uktraining.com/25ukt | 0800 435 772 | info@uktraining.com

FULL COURSE LIST

VAT & TAXATION

The Essentials of UK VAT
UK VAT and International Trade
The Essentials of Corporation Tax
Postponed VAT Accounting (PVA)
The VAT Update
NEW Recovering Input VAT – Getting it Right
VAT - Partial Exemption
VAT on Land, Property and Construction
NEW VAT for Private Schools

INTERNATIONAL TRADE & CUSTOMS

Import & Export Customs Procedures
NEW Commodity Codes: Classifying Your Goods
NEW CBAM – The Essential Guide
Preparing for a Customs Audit
NEW Customs Valuation Rules
Rules of Origin & the EU-UK Trade Deal
Customs Special Procedures

PAYROLL

The Essentials of Payroll Processing
The Payroll Update
The P11D, Expenses & Benefits
NEW Mandatory Payrolling of Benefits
Holiday Leave and Pay
The Construction Industry Scheme (CIS)

MANAGEMENT & LEADERSHIP

The Role of a Company Director
The Role of a Company Secretary
The Companies House Reforms
Business Strategy and Planning
Finance for Non-Financial Managers
Evaluating & Improving Board Performance
NEW Chairing and Managing Successful Meetings
Commercial Contracts - A Practical Guide
NEW Budgeting, Cost Control and Forecasting

GDPR & DATA PROTECTION

GDPR - The Essential Guide
The GDPR Update
Data Protection for Marketing
NEW Data Protection for HR Professionals

CHARITIES

Charities: The Role of the Secretary
VAT for Charities

FINANCE

Credit Control - The Essential Guide
New Offence of Failure to Prevent Fraud
The Criminal Finances Act 2017

HR & EMPLOYMENT LAW

The Essentials of Employment Law
Employment Law & HR Update

BUSINESS SKILLS

NEW Communication Skills in the Workplace
Minute Taking - Your Essential Guide

ON-DEMAND

VAT Reverse Charge for Construction Services
IR35 - Off-Payroll Working
CDS – The New Customs Declaration Service

THE ESSENTIALS OF UK VAT

6-HRS 6 CPD €369

[Live online](#) 15 & 16 April PM 11 & 12 June PM 12 & 13 August AM 14 & 15 October AM

[London](#) 08 May 23 September | [Manchester](#) 15 May 18 November | [Birmingham](#) 10 June

UK VAT AND INTERNATIONAL TRADE

6-HRS 6 CPD €369

[Live online](#) 23 & 24 April PM 24 & 25 June PM 03 & 04 September PM 05 & 06 November PM

[London](#) 19 March 02 July 16 October

THE ESSENTIALS OF CORPORATION TAX

6-HRS 6 CPD €369

[Live online](#) 07 & 08 May PM 01 & 02 October PM

[London](#) 20 May 04 November | [Birmingham](#) 02 July | [Manchester](#) 23 October

POSTPONED VAT ACCOUNTING (PVA)

2-HRS 2 CPD €229

[Live online](#) 25 March PM 08 July PM 05 November AM

THE VAT UPDATE

3-HRS 3 CPD €289

[Live online](#) 30 June PM 09 October PM

NEW RECOVERING INPUT VAT – GETTING IT RIGHT

3.25-HRS 3 CPD €289

[Live online](#) 26 June PM 21 October PM

VAT – PARTIAL EXEMPTION

6-HRS 6 CPD €369

[London](#) 24 June | [Live online](#) 10 & 11 September PM

VAT ON LAND, PROPERTY AND CONSTRUCTION

6-HRS 6 CPD €369

[London](#) 04 June | [Live online](#) 24 & 25 June AM 18 & 19 November PM

NEW VAT FOR PRIVATE SCHOOLS

6-HRS 6 CPD €369

[Live online](#) *Please enquire for future dates*

“The course presenters were very friendly and very helpful. Everything was explained in depth and all questions were answered thoroughly. The training room was easy to access as was the course information, booklet etc. I have learned a lot over the last couple of days. Thank you.”

Finance Administrator – The Essentials of UK VAT

INTERNATIONAL TRADE & CUSTOMS

DURATION CPD PRICE
HOURS EX VAT

IMPORT & EXPORT CUSTOMS PROCEDURES

6-HRS 6 CPD €369

[Live online](#) 13 & 14 May PM 06 & 07 August PM 19 & 20 November AM
[London](#) 29 April 21 October

NEW COMMODITY CODES: CLASSIFYING YOUR GOODS

2-HRS 2 CPD €229

[Live online](#) 03 April PM 12 August PM 04 December PM

NEW CBAM – THE ESSENTIAL GUIDE

3-HRS 3 CPD €289

[Live online](#) 20th May PM

PREPARING FOR A CUSTOMS AUDIT

3-HRS 3 CPD €289

[Live online](#) 18 March AM 09 September PM

NEW CUSTOMS VALUATION RULES

2-HRS 2 CPD €229

[Live online](#) 03 June AM

RULES OF ORIGIN & THE EU-UK TRADE DEAL

3-HRS 3 CPD €289

[Live online](#) 20 May AM 27 November PM

CUSTOMS SPECIAL PROCEDURES

3-HRS 3 CPD €289

[Live online](#) 30 April PM

PAYROLL

THE ESSENTIALS OF PAYROLL PROCESSING

6-HRS 6 CPD €369

[Live online](#) 23 & 24 April AM 02 & 03 July PM 21 & 22 October AM
[London](#) 26 June 25 November

THE PAYROLL UPDATE

3.5-HRS 3.5 CPD €289

[Live online](#) 15 April AM 10 June PM 04 September PM 09 December PM
[London](#) 24 April PM

THE P11D, EXPENSES & BENEFITS

6-HRS 6 CPD €369

[Live online](#) 29 & 30 April AM 04 & 05 June PM 03 & 04 December AM | [London](#) 15 May

NEW MANDATORY PAYROLLING OF BENEFITS

3.25-HRS 3 CPD €289

[Live online](#) 26 March PM 16 April AM 12 May PM 03 June PM 01 July PM 30 July PM

HOLIDAY LEAVE AND PAY

3-HRS 3 CPD €289

[Live online](#) 18 March PM 08 July AM 06 November AM

THE CONSTRUCTION INDUSTRY SCHEME (CIS)

6-HRS 6 CPD €369

[Live online](#) 11 & 12 June AM | [London](#) 19 June 06 November

MANAGEMENT & LEADERSHIP

DURATION CPD PRICE
HOURS EX VAT

THE ROLE OF A COMPANY DIRECTOR

6-HRS 6 CPD €399

[Live online](#) 02 & 03 April AM 01 & 02 July AM 07 & 08 October PM

[London](#) 14 May 20 November | [Birmingham](#) 08 July | [Manchester](#) 27 November

THE ROLE OF A COMPANY SECRETARY

6-HRS 6 CPD €369

[Live online](#) 13 & 14 May AM 07 & 08 October AM

[London](#) 27 March 25 June 26 November | [Birmingham](#) 20 November

THE COMPANIES HOUSE REFORMS

3.5-HRS 3.5 CPD €289

[Live online](#) 02 April PM 17 June AM 11 September AM

BUSINESS STRATEGY AND PLANNING

6-HRS 6 CPD €399

[Live online](#) 21 & 22 May AM 25 & 26 November AM

FINANCE FOR NON-FINANCIAL MANAGERS

6-HRS 6 CPD €369

[Live online](#) 21 & 22 May PM 12 & 13 November AM

[London](#) 30 April 15 October

EVALUATING & IMPROVING BOARD PERFORMANCE

6-HRS 6 CPD €399

[Live online](#) 09 & 10 July AM

NEW CHAIRING AND MANAGING SUCCESSFUL MEETINGS

6-HRS 6 CPD €369

[Live online](#) 22 & 23 October PM

COMMERCIAL CONTRACTS – A PRACTICAL GUIDE

6-HRS 6 CPD €369

[Live online](#) 26 & 27 March AM 16 & 17 September PM | [London](#) 12 June

NEW BUDGETING, COST CONTROL AND FORECASTING

6-HRS 6 CPD €369

[Live online](#) 04 & 05 June AM 12 & 13 November PM

GDPR & DATA PROTECTION

GDPR - THE ESSENTIAL GUIDE

6-HRS 6 CPD €369

[Live online](#) 11 & 12 March PM 09 & 10 September AM | [London](#) 17 June

THE GDPR UPDATE

3-HRS 3 CPD €289

[Live online](#) 10 June AM 16 October PM

DATA PROTECTION FOR MARKETING

3-HRS 3 CPD €289

[Live online](#) 08 May AM

NEW DATA PROTECTION FOR HR PROFESSIONALS

3-HRS 3 CPD €289

[Live online](#) 26 June AM

CHARITIES

	DURATION	CPD HOURS	PRICE EX VAT
CHARITIES – THE ROLE OF THE SECRETARY London 22 May Live online 14 & 15 October PM	6-HRS	6 CPD	€349
VAT FOR CHARITIES London 21 May Live online 09 & 10 July PM	6-HRS	6 CPD	€349

FINANCE

CREDIT CONTROL - THE ESSENTIAL GUIDE Live online 06 & 07 August AM London 12 November	6-HRS	6 CPD	€369
THE NEW OFFENCE OF FAILURE TO PREVENT FRAUD Live online 01 May AM	2-HRS	2 CPD	€229
THE CRIMINAL FINANCES ACT 2017 Live online 26 June PM	3-HRS	3 CPD	€289

HR & EMPLOYMENT LAW

THE ESSENTIALS OF EMPLOYMENT LAW London 13 May 11 November Live online 25 & 26 November PM	6-HRS	6 CPD	€369
EMPLOYMENT LAW & HR UPDATE Live online 04 November PM	3-HRS	3 CPD	€289

BUSINESS SKILLS

NEW COMMUNICATION SKILLS IN THE WORKPLACE London 10 June	6-HRS	6 CPD	€369
MINUTE TAKING – YOUR ESSENTIAL GUIDE Live online 01 & 02 October AM London 19 November	6-HRS	6 CPD	€369

ON-DEMAND COURSES

Licences available for 12 months

VAT REVERSE CHARGE FOR CONSTRUCTION SERVICES	2-HRS	2 CPD	€189
IR35 – OFF-PAYROLL WORKING	2-HRS	2 CPD	€189
CDS – THE NEW CUSTOMS DECLARATION SERVICE	1.5-HRS	1.5 CPD	€149

Have you considered in-house training?

If you would prefer us to deliver our training exclusively for your organisation, any of our courses can be delivered in-house, either at your premises or live online. In-house courses are most suitable if you have larger groups or specific needs - we can tailor the course to suit your business and make sure all your key issues are addressed.

“Excellent content which was made applicable to actual scenarios within our organisation. The trainer was very knowledgeable, approachable, engaging and made the content relevant to purchasing.”

If this is something you would like to explore, please get in touch by emailing us at inhouse@uktraining.com. We also have some courses which are available exclusively on an in-house basis which you can view below...

More courses available only in-house...

- The Role of a Director in a Local Authority Trading Company
- GDPR Staff Awareness
- Dealing with Subject Access Requests
- Leadership in a Crisis
- Successful Bid Writing
- Project Management – A Comprehensive Guide
- Complying with the Bribery Act
- AML: Anti-Money Laundering & Financial Crime
- The Essential Guide to Incoterms





Never stop learning...

Continuous development for you & your business

At UK Training, we aim to equip attendees with the knowledge and skills needed to excel. Investing in training is hugely beneficial for both the learner and organisation – increasing employee’s understanding leads to better work performance and productivity, whilst also improving employee retention and engagement across the company.

What do delegates say?

Absolutely spot on for my requirements. I would 100% recommend for any new or aspiring directors in the UK.”

Group Director – The Role of a Company Director

“Clear, concise, very informative and able to answer all our questions with superb knowledge and confidence. Would definitely recommend this course.”

Head of Finance – Mandatory Payrolling of Benefits

“Great course. Very well presented and extremely relevant to our business. Will be recommending to my colleagues.”

Finance Director – VAT on Land, Property and Construction

“The presenter was amazing. She provided excellent payroll training which is perfect for beginners and experienced staff as well.”

Assistant Accountant – The Essentials of Payroll Processing

