

FINANCIAL ACCOUNTING PROGRAMME

This course will equip you with knowledge and practical skills in bookkeeping, financial accounting, income tax, financial management, reporting standards, corporate strategy, management accounting and research. There are 12 subjects which build onto each other as you navigate your way through the levels.

BOOKKEEPER

12 MONTHS

Entry Requirements:

Grade 10 (Std 8) or equivalent. You must be at least 16 years old.

SUBJECTS

- 1 Bookkeeping to Trial Balance (BKTB)
- 2 Payroll and Monthly SARS Returns (PMSR)
- 3 Computerised Bookkeeping (CPBK)
- 4 Business Literacy (BUSL)

NQF LEVEL

National Certificate: Bookkeeping

NQF L3 (SAQA ID: 58375)

Total credits: 120

SENIOR BOOKKEEPER

+ 6 MONTHS

Entry Requirements:

Successful completion of the previous subjects (1-4).

SUBJECTS

- 5 Financial Statements (FNST)
- 6 Cost and Management Accounting (CMGT)

NQF LEVEL

Further Education and Training Certificate: Bookkeeping

NQF L4 (SAQA ID: 58375)

Total cumulative credits: 130

ACCOUNTING TECHNICIAN

+ 6 MONTHS

Entry Requirements:

Successful completion of the previous subjects (1-6).

SUBJECTS

- 7 Income Tax Returns (ITRT)
- 8 Business Law and Accounting Control (BLAC)

NQF LEVEL

National Diploma: Technical Financial Accounting

NQF L5 (SAQA ID: 36213)

Total credits: 251

FINANCIAL ACCOUNTANT

+ 12 MONTHS

Entry Requirements:

Successful completion of the previous subjects (1-8).

SUBJECTS

- 9 Corporate Strategy (CRPS)
- 10 Management Accounting Control Systems (MACS)
- 11 Financial Reporting and Regulatory Frameworks (FRRF)
- 12 Research Theory and Practice (RTAP)

NQF LEVEL

National Certificate: Bookkeeping

NQF L3 (SAQA ID: 58375)

Total credits: 120

