

FINANCIAL ACCOUNTING



ENTRY REQUIREMENTS

PROGRAM DURATION

OF SUBJECTS

SUBJECTS

IS PROGRAM FLEXIBLE TO SUIT THE NEEDS OF PEOPLE ALREADY IN THE WORKPLACE?

FURTHER STUDY OPTIONS?

IS THIS PROGRAM INTERNATIONALLY ACCREDITED?

	Foundation Level (NQF 3)	Intermediate Level (NQF 4)	Upper Intermediate Level (NQF 5)	Advanced Level (NQF 6)
ENTRY REQUIREMENTS	Grade 10 or equivalent. No prior accounting knowledge needed	Completion of the Foundation Level Program	Completion of the Intermediate Level Program	Completion of Upper Intermediate Level Program
PROGRAM DURATION	12 months	6 months	6 months	12 months
# OF SUBJECTS	5	2	2	4
SUBJECTS	<ul style="list-style-type: none"> • Induction • Bookkeeping to Trial Balance • Payroll and Monthly SARS Returns • Computerised Bookkeeping • Business Literacy 	<ul style="list-style-type: none"> • Financial statements • Cost & Management Accounting 	<ul style="list-style-type: none"> • Income Tax Returns • Business Law and Accounting Control 	<ul style="list-style-type: none"> • Corporate Strategy • Management Accounting Control Systems • Financial Reporting and Regulatory Frameworks • Research Theory and Practice • Short Dissertation
IS PROGRAM FLEXIBLE TO SUIT THE NEEDS OF PEOPLE ALREADY IN THE WORKPLACE?	Yes	Yes	Yes	Yes
FURTHER STUDY OPTIONS?	Yes	Yes	Yes	Yes
IS THIS PROGRAM INTERNATIONALLY ACCREDITED?	Yes	Yes	Yes	Yes



CAN THESE PROGRAMS BE LINKED TO LEARNERSHIPS?

QUALIFICATION DETAILS

PROFESSIONAL BODY MEMBERSHIPS & DESIGNATIONS

WHAT CAN I DO ON COMPLETION OF THE PROGRAM?

Foundation Level (NQF 3)

Yes

National Certificate:
Bookkeeping
SAQA ID 53375
120 credits

Institute of Certified
Bookkeepers & Accountants

- Bookkeeping to Trial Balance
- Payroll and Monthly SARS Returns
- Computerised Bookkeeping

Intermediate Level (NQF 4)

Yes

FET Certificate: Bookkeeping
SAQA ID 58376
130 credits

Institute of Certified
Bookkeepers & Accountants

- Monthly bookkeeping
- Asset disposal
- Asset acquisition
- Year-end adjustments
- Financial reporting standards for SME's
- Branch accounts
- Deal with incomplete records
- Analyse financial statements
- Understand cash flow
- Handle basic cost and management accounts
- Prepare manufacturing accounts
- Handle costing and budgeting

Upper Intermediate Level (NQF 5)

Yes

National Diploma: Technical
Financial Accounting
SAQA ID 36213
250 credits

Institute of Certified
Bookkeepers & Accountants

- Prepare a full set of accounts for a financial year
- Support management in finance and accounting
- Become a SAIT tax practitioner
- Understand taxation for individuals and companies
- Understand basic auditing principles
- Understand basic business law principles

Advanced Level (NQF 6)

Yes

National Diploma: Financial
Accounting
SAQA ID 20366
280 credits

Institute of Certified
Bookkeepers & Accountants

- Compile annual financial statements
- Register with SAIBA as an accounting officer
- Work with Chartered Accountants and Auditors
- Handle basic corporate strategy
- Understand and apply International Financial Reporting Standards

Start a Business -

As long as your professional body designation has not expired, you should be able to practice at the level that the professional body allows you to do



Foundation Level
(NQF 3)

Intermediate Level
(NQF 4)

Upper Intermediate
Level (NQF 5)

Advanced Level
(NQF 6)

HOW MUCH STUDY MUST BE UNDERTAKEN?

BESIDES THE INSTITUTE OF CERTIFIED BOOKKEEPERS AND ACCOUNTANTS (ICBA), WHICH OTHER PROFESSIONAL BODIES RECOGNISE THE QUALIFICATION ASSOCIATED WITH THE PROGRAM?

Each program requires a minimum of:
24 hours per subject in terms of classwork
24 hours per subject self-study

A number of professional bodies will consider your membership application. You may have to comply with specific terms and conditions at each professional body.
(SAIT; SAIBA; IAB; IAAP)



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