

Career Information

Diploma in Accounting

Location

Ritson Campus and Riverside Site (Pietermaritzburg)

Description of the Programme

The Diploma in Accounting is a three year qualification to provide applied accountancy knowledge and skills that will develop the applied competence of the student in preparation of a career in the accounting and business fields enabling students to perform reporting functions, rendering taxation services and management advisory services on an accounting technician level as well as to provide a basis for further learning. The qualification also serves as progression towards South African Institute of Professional Accountants (SAIPA) membership. The Diploma in Accounting offers the opportunity to work in any industry anywhere in the world. The Diploma in Accounting develops students' analytical skills and introduces students to problems and situations that they will meet at work. The programme is offered on a full time basis and a part-time basis for those candidates who are working. The part-time programme is offered over 4 years.

Career opportunities

On completion of their studies graduates will be able to apply for the following positions:

Accounting Technician, Bookkeeper, Accounts Clerk, Assistant Financial Accountant and Financial Accountant and many other related positions. The training offered prepares the student for a job anywhere in the world, since internationally acceptable software, textbooks, and training methods are used in our programmes.

Entry Requirements

DEPARTMENTAL NSC REQUIREMENTS		DEPARTMENTAL SENIOR CERTIFICATE REQUIREMENTS		
NSC Diploma Entry		A Senior Certificate or equivalent Qualification.		
Compulsory Subjects	NSC Rating Code	Compulsory Subjects	HG	SG
English (home) OR English (1st additional)	3 4	Maths OR	E	D
Mathematics OR Mathematics Literacy	3 5	Accounting	D	C
Accounting	4			
And Two 20 credit subjects OR	3			

Please note: this requirement represents the minimum requirement and students applying will be ranked according to a points system.

OR

A pass in four subjects of the Accounting Bridging Course (Meeting the minimum requirements).

RATING CODE	RATING	MARKS %
7	Outstanding achievement	80-100
6	Meritorious achievement	70-79
5	Substantial achievement	60-69
4	Adequate achievement	50-59
3	Moderate achievement	40-49
2	Elementary achievement	30-39
1	Not Achieved	0 - 29

OR

National Certificate (Vocational) Level 4

A level 4 national certificate vocational with the following minimum requirements:

- At least 50% in three fundamental subjects including English
- At least 60% in three compulsory vocational subject

OR

Admission Requirement based upon Work Experience, Age and Maturity

For admission to entry level DIPLOMA and certificate studies:

A person may, subject to such requirements as the Senate may determine, be admitted to the Institution even if such a person is not in a possession of a National Senior Certificate, Senior Certificate or an equivalent certificate, provided that:

- The person shall have reached the age of 23 in the first

year of registration and shall have at least:

- three years' appropriate work experience; and/or
 - capacity for the proposed instructional programme, which shall be assessed at the discretion of the respective Head of Department by a Senate approved admission assessment comprising of a DUT Standardised Assessment Test for Access and Placement (SATAP), Academic Literacies (AI) & English for Academic Purposes (EAP) and/or an appropriate subject or programme specific written assessment designed and marked by the relevant Department; and
- The relevant Faculty Board shall be satisfied that the person's standard of communication skills, ability to study successfully and/or work experience are such that the person, in the opinion of the relevant Faculty Board, should be able to complete the proposed instructional programme successfully. If required, the communication skills and study skills should be tested; and
 - The person's application for admission in terms of work experience, age and maturity is approved prior to registration.

Applicants intending to gain admission through work experience, age and maturity must submit their applications at least four months before commencement of the academic year inclusive of the date of scheduling writing a requisite eligibility assessment.

NB: These gazetted minimum admission requirements are subject to more restrictive departmental admission requirements, if applicable.

Selection Procedure:

Meeting the minimum entry requirements does not automatically guarantee acceptance. It depends on the number of applicants and number of places allowed by DUT. A points system is used for admission to the Department of Financial Accounting. Applicants are selected in order of merit, based on the subject list above, on a first-come first-served basis and may include an interview.

Tuition Fees

PLEASE NOTE: Fees are not yet finalised, please contact Department

NB: For semester programmes there would be a single registration for semester 1 and semester 2 at the beginning of each academic year.

First Year Curriculum

Semester 1

Financial Accounting I A
Cost Accounting I
Business Fundamentals I
Intro to Micro-Economics
CornerStone 101

Semester 2

Business Calculations I
Business Information Systems I
Commercial Law for Accountants I
Intro to Macro-Economics
Cultural Diversity (Elective)
Literacies through Literature (Elective)
Values in the work place (Elective)
Financial Accounting I B

Second Year Curriculum

Semester 1

Cost Accounting II A
Financial Accounting II A
Auditing II A
Commercial Law II A
Business Fundamentals II

Semester 2

Cost Accounting II B
Financial Accounting II B
Auditing II B
Commercial Law II B
Equality and Diversity (Elective)
HIV and Communicable diseases in KZN (Elective)

Third Year Curriculum

Semester 1

Advanced Law III
Business Infor Systems II
Financial Accounting III A
Management Accounting III A
Taxation II A
Community Engagement Project
The Global Environment

Semester 2

Auditing III
ICT Innovation
Financial Accounting III B
Management Accounting III B
Taxation II B

Closing Date for applications: 30 September 2019

Students wishing to pursue a career in this field need to apply via the CAO before the closing date.

CAO Codes

DBN: Dip. DUDDAT (Full-time), DU-D-ACZ (Part-time)
PMB: Dip. DUPDAT (Full-time)

FOR MORE INFORMATION CONTACT:

Department of Financial Accounting
Ritson Campus
Block C 2nd Floor Durban
Tel: (031) 373 5621
Riverside Site, Midlands Campus (Pietermaritzburg)
PO Box 101112
Scottsville
Pietermaritzburg 3209
Tel: (033) 845 8862 / (033) 845 8865
Fax: (033) 845 8816

APPLICATION FORMS

Contact the Central Applications Office (C.A.O)
Central Applications Office
Private Bag X06
Dalbridge 4014
Tel: (031) 2684444
Fax: (031) 2682244
Apply online on <http://www.cao.ac.za>



CAREER INFORMATION

**DIPLOMA
ACCOUNTING**

1 JANUARY - 31 DECEMBER



**DEPARTMENT OF
FINANCIAL
ACCOUNTING**

2020

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