



DUT
DURBAN UNIVERSITY OF TECHNOLOGY
INYUVESI VASETHEKWINI YEZOBUCHWEPHESHE



**FACULTY OF
ACCOUNTING
& INFORMATICS**

A photograph of a young Black man in a grey suit, white shirt, and black tie, smiling warmly. He is sitting at a desk, with his hands on a laptop keyboard. A calculator and some papers are also visible on the desk. The image is partially overlaid by a large blue diagonal shape.

AUDITING & TAXATION 2020 HANDBOOK

HANDBOOK FOR 2020

FACULTY of ACCOUNTING AND INFORMATICS

DEPARTMENT of
AUDITING AND TAXATION

PROGRAMMES:

Diploma: Internal Auditing

Advanced Diploma: Internal Audit

Master of Accounting: Internal Auditing

Diploma: Taxation

Advanced Diploma: Taxation

Master of Accounting: Taxation

FACULTY VISION

A globally recognised faculty for academic excellence.

FACULTY MISSION

“Developing Leaders for the Information Society”
through:

- Excellence in teaching and learning
- Relevant research and creative innovation
- Social entrepreneurship

FACULTY VALUES

Fairness

We treat people equitably with respect. Our decisions are impartial. We embrace diversity and inclusion.

Accountability

We accept responsibility for activities, decisions, actions and disclose outcomes in a transparent way.

Integrity

We enhance our reputation with consistent trustworthy conduct.

DEPARTMENTAL VISION

Leading Academic Excellence in Auditing and Taxation

DEPARTMENTAL MISSION

“Developing Auditing and Taxation Professionals”

through:

- Innovative Teaching and Learning
- Pioneering Collaborative Research
- Stakeholder Engagement

DEPARTMENTAL VALUES

To go above and beyond, for one another personifying:

Integrity

To be honest, fair, trustworthy and credible.

Accountability

To be transparent, answerable and professional.

Diversity

To embrace inclusivity and respect for one another.

What is a University of Technology?

A university of Technology is characterized by being research informed than research driven where the focus is on strategic and applied research that can be translated into professional practice. Furthermore, research output is commercialized thus providing a source of income for the institution. Learning programmes, in which the emphasis on technological capability is as important as cognitive skills, are developed around graduate profiles as defined by industry and the professions.

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IMPORTANT NOTICE

The departmental rules in this handbook must be read in conjunction with the University's General Rules included in the Student Handbook.

The University reserves the right to change the contents without prior notice.

NOTE TO ALL REGISTERED STUDENTS

Your registration is in accordance with all current rules of the Institution. If, for whatever reason, you do not register consecutively for every year/ semester of your programme, your existing registration contract with the Institution will cease. Your re-registration anytime thereafter will be at the discretion of the Institution and, if permitted, will be in accordance with the rules applicable at that time.

I. CONTACT DETAILS

All departmental queries to:

Secretary: Mrs P Khumalo
Tel No: 031 373 5610
Fax No: 031 373 5601
Email: phumzilem1@dut.ac.za
Location of Department: Ritson Campus, Block C, Second Floor, East Wing

All faculty queries to:

Faculty Assistant: Mrs S Moodley
Tel No: 031 373 5520
Fax to Email: 086 262 6836
Email: sandram@dut.ac.za

Faculty Officer: Mrs N Singh-Sakichand
Tel: 031 373 5149
Email: nitashas@dut.ac.za

Location of Faculty office: East Wing, Hotel School Building,
Ritson Campus

Executive Dean: Professor O Olugbara
Tel No: 031 373 5597
Fax No: 031 373 5593
Location of Executive
Dean's office: North Wing, Hotel School Building,
Ritson Campus

Deputy Dean (Acting): TBC
Tel No:
Fax No:
Location of Deputy
Dean's office: North Wing, Hotel School Building,
Ritson Campus

2. STAFFING – NAME AND QUALIFICATION

Head of Department: Dr LF Jali, DBA (UKZN); MEd (UKZN); BCom (UniZulu); Adv Dip in AdultEd (UND); BEd (UND); JSTC (Adams Col)

Senior Lecturers: Mr DN Bhagwan, CA(SA); CTA (RAU); BComptHons (UNISA); DipAcc (UND); BCom (UDW)

Mrs C Ronald, MCom (Tax) (UDW); PG DTE (UNISA); BCom (UDW)

Mr A Seetharam, CA(SA); FIIASA, CIA; CTA (UNISA); BComptHons (UNISA); BAcc (UDW)

Mr D Reddy, CA(SA); CTA (RAU); DipAcc (UND); BAcc (UDW)

Lecturers: Mr K Moodley, CA(SA); NDCMA (MLS); BCompt (UNISA); DipAcc (UDW)

Mr R Ramlall, MCom (Tax) (NWU); CTA (UNISA); BComptHons (UNISA); BAcc (UDW)

Mrs FB Sayed Ally, CA(SA); CTA (UNISA) BComptHons (UNISA); BCompt (UNISA)

Mr A Hlophe, BTechTax (TN); NDAcc (TN)

Mr R Moodley, BTechIA (DUT); NDIA (DUT)

Mr D Greenham, PGDIP Taxation (UNISA); BCompt (UNISA)

Mrs M. Mutanda, MTech (Business Admin (DUT); BTechTax(DUT); NDCMA(DUT).

Mr H. Purbhoo, BTechIA (DUT); PGCE (UNISA); NDIA (DUT).

Mr M. Siyaya, BTechIA (DUT); NDIA (DUT)

3. PROGRAMMES OFFERED BY THE DEPARTMENT

Programmes are offered in this Department, which upon successful completion lead to the award of the following qualifications:

Qualification Name	Qualification Code	SAQA NLRD No.	Current Status of Programme offerings
Diploma in Internal Auditing	DIIAUI	101431	New offering with effect from year 2019.
Diploma in Taxation	DITAXI	105731	New offering with effect from current year.
Advanced Diploma in Internal Audit	ADIAUI	TBC	New offering with effect from current year.
Advanced Diploma in Taxation	ADTAXI	TBC	New offering with effect from current year.
Master of Accounting: Internal Auditing	MSAIAI	96845	Ongoing.
Master of Accounting: Taxation	MSATXI	96845	Ongoing.

4. PROGRAMME INFORMATION AND RULES FOR

ENTRANCE REQUIREMENTS

4.1. DIPLOMA: INTERNAL AUDITING

PROGRAMME CODE: DIIAU I

The minimum duration for the programme is three years of full-time study. There is no part-time study offering.

MINIMUM ENTRANCE REQUIREMENTS

In addition to the requirements of the General Rules (Rule G7 and G21(b)), an applicant must meet the following requirements:

Subject	NSC rating
English home language (HL)	3
OR English first additional language (FAL)	4
And Mathematics	4

Applicants with Mathematics (3) or Mathematics Literacy (5) will need to have Accounting (4).

Applicants with Senior Certificate

Requirements:

English with a minimum of E (HG) or C (SG)

Mathematics with a minimum of E (HG) or C (SG)

And Accounting with a minimum of a D (HG) or C (SG)

Accounting will not be a requirement for an applicant who holds Mathematics with D, or (higher), on the HG, OR B, or (higher), on the SG

ADMISSION RATING SYSTEM

RATING (FINAL GRADE 12 CERTIFICATE)

SYMBOL	HIGHER GRADE	STANDARD GRADE
A	8	6
B	7	5
C	6	4
D	5	3
E	4	2
F	3	1

Applicants with TVET colleges NCV entrance

Requirements:

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

1. At least 50% in three fundamental subjects including English
2. At least 60% in three compulsory vocational subjects

Applicants will be scored and ranked according to the points system on the ranking code in general rule 7.

4.2. DIPLOMA: TAXATION

PROGRAMME CODE: DITAXI

The minimum duration for the programme is three years of full-time study.
There is no part-time study offering.

MINIMUM ENTRANCE REQUIREMENTS

In addition to the requirements of the General Rules (Rule G7 and G21(b), an applicant must meet the following requirements:

Subject	NSC rating
English home language (HL)	3
OR English first additional language (FAL)	4
And Mathematics Literacy	5
OR Mathematics	3
OR Accounting	4

Applicants with Senior Certificate

Requirements:

English with a minimum of E (HG) or C (SG)

Mathematics with a minimum of E (HG) or C (SG)

Or Accounting with a minimum of a D (HG) or C (SG)

ADMISSION RATING SYSTEM

RATING (FINAL GRADE 12 CERTIFICATE)

SYMBOL	HIGHER GRADE	STANDARD GRADE
A	8	6
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Applicants with TVET colleges NCV entrance

Requirements:

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

3. At least 50% in three fundamental subjects including English
4. At least 60% in three compulsory vocational subjects

Applicants will be scored and ranked according to the points system on the ranking code in general rule 7.

4.3. ADVANCED DIPLOMA IN INTERNAL AUDIT

PROGRAMME CODE: ADIAU I

The minimum duration for the programme is one year of full-time study.

ENTRANCE REQUIREMENTS

Diploma in Internal Auditing / National Diploma in Internal Auditing OR
Equivalent qualification in a cognate field at NQF level 6.

4.4. ADVANCED DIPLOMA IN TAXATION PROGRAMME CODE: ADTAX I

The minimum duration for the programme is one year of full-time study.

ENTRANCE REQUIREMENTS

Diploma in Taxation / National Diploma in Taxation OR
Equivalent qualification in a cognate field at NQF level 6.

4.5. MASTER OF ACCOUNTING (MACC): INTERNAL AUDITING PROGRAMME CODE: MSAIAI, AND TAXATION PROGRAMME CODE: MSATXI

The minimum duration for the above programmes is two years of full-time study or three years of part-time study.

ENTRANCE REQUIREMENTS

In addition to Rule G24 of the General Rules of the DUT, the following shall apply:

The candidate must have been awarded an Honours Degree (New HEQSF) or Post Graduate Diploma qualification in the field of either Financial Accounting, Management Accounting, Taxation or Auditing.

Candidates who have completed an Honours Degree or a BTech qualification in any accounting discipline (as noted above) on the old HEQF, may be considered for the Master's Degree through conferment of status. An introductory, interview with the Head of Department will be required and each application will be considered on merit.

5. PROGRAMME STRUCTURE

5.1. DIPLOMA: INTERNAL AUDITING (DIIAU)

Module Title	Module Code	HE QSF Levels	SAQA Credits	Assessment Method	Pre-requisite module/s
Year 1 (Semester 1)					
Business Fundamentals I	BFND101	5	12	Continuous Assessment	N/A
Cornerstone 101	CSTN101	5	12	Continuous Assessment	N/A
Financial Accounting I (M1)	FCTN111	5	12	Exam	N/A
Internal Auditing I (M1)	INAD111	5	12	Exam	N/A
Principles of Microeconomics	PMIC101	5	12	Exam	N/A
Year 1 (Semester 2)					
Business Calculations	BSCL101	5	12	Exam	N/A
Commercial Law I	CMLW101	5	12	Exam	N/A
Financial Accounting I (M2)	FCTN121	5	12	Exam	N/A
Internal Auditing I (M2)	INAD121	5	12	Exam	N/A
Principles of Macroeconomics	PMAC101	5	12	Exam	N/A
The Entrepreneurial Edge	TENE101	6	8	Continuous Assessment	N/A
Year 2 (Semester 1)					
Business Fundamentals 2	BFND201	6	12	Continuous Assessment	Business Fundamentals I
Commercial Law 2 (M1)	CMLW211	6	12	Exam	Commercial Law I
Financial Accounting 2 (M1)	FCTN211	6	12	Exam	Financial Accounting I (M1 & M2)
Internal Auditing II	INAD211	6	12	Exam	Internal Auditing I

(M1)					(M1 & M2) Financial Accounting 1 (M1 & M2)
Managerial Accounting and Finance (M1)	MNAF111	6	12	Exam	N/A
Values in the Work Place	VWKP10 1	5	8	Continu- ous Assess- ment	Cornerstone 101
Year 2 (Semester 2)					
Commercial Law 2 (M2)	CMLW22 1	6	12	Exam	Commercial Law 1
Financial Accounting 2 (M2)	FCTN221	6	12	Exam	Financial Accounting 1 (M1 & M2)
Internal Auditing 2 (M2)	INAD221	6	12	Exam	Internal Auditing 1 (M1 & M2) Financial Accounting 1 (M1 & M2)
Managerial Accounting and Finance (M2)	MNAF121	6	12	Exam	Managerial Accounting and Finance (M1)
Taxation 1	TAXT101	6	12	Exam	N/A
Year 3 (Semester 1)					
Corporate Procedures	CPRC101	6	12	Exam	Commercial Law 2 (M1 & M2)
Entrepreneurial Spirit	ESPR101	6	12	Continu- ous Assess- ment	Business Funda- mentals 1 & 2
Financial Accounting 3 (M1)	FCTN311	7	12	Exam	Financial Accounting 2 (M1 & M2)
Internal Auditing 3 (M1)	INAD311	7	12	Exam	Internal Auditing 2 (M1 & M2) Financial Accounting 2 (M1 & M2)
Taxation 2 (M1)	TAXT211	7	12	Exam	Taxation 1 Financial Accounting 1 (M1 & M2)
World of Work	VWRK1 01	5	8	Continu- ous Assess- ment	N/A
Year 3 (Semester 2)					
Business Informatics	BINF101	6	12	Exam	N/A
Financial Accounting 3 (M2)	FCTN321	7	12	Exam	Financial Accounting 2 (M1 & M2)

Internal Auditing 3 (M2)	INAD321	7	12	Exam	Internal Auditing 2 (M1 & M2) Financial Accounting 2 (M1 & M2)
Taxation 2 (M2)	TAXT221	7	12	Exam	Taxation 1 Financial Accounting 1 (M1 & M2)
Statistics 2	STCS101	6	12	Exam	Business Calculations
TOTAL CREDITS			384		

5.2. DIPLOMA: TAXATION (DITAXI)

Module Title	Module Code	HEQ SF Levels	SAQ A Credits	Assessment Method	Pre-requisite module/s
Year 1 (Semester 1)					
Business Fundamentals 1	BUFU101	6	12	Continuous Assessment	N/A
Commercial Law 101	COLA101	5	12	Exam	N/A
Cornerstone 101	CSTN101	5	12	Continuous Assessment	N/A
Financial Accounting 101	FIAC101	5	12	Exam	N/A
Internal Auditing 101	INAU101	5	12	Exam	N/A
Introduction to Microeconomics	INME101	5	12	Exam	N/A
Year 1 (Semester 2)					
Business Calculations	BUCA101	5	12	Exam	N/A
Commercial Law 201	COLA201	6	12	Exam	Commercial Law 101 Business fundamentals 1
Financial Accounting 102	FIAC102	5	12	Exam	N/A
Internal Auditing 102	INAU102	5	12	Exam	N/A
Introduction to Macroeconomics	INME102	5	12	Exam	N/A
Year 2 (Semester 1)					
Business Fundamentals 2	BUFU202	6	12	Continuous Assessment	Business fundamentals 1

				ment	
Commercial Law 202	COLA202	6	16	Exam	Commercial Law 101 Business fundamentals I
Financial Accounting 201	FIAC201	6	12	Exam	Financial Accounting 101 & 102
Internal Auditing 201	INAU201	6	12	Exam	Internal Auditing 101 & 102
Principles of Taxation 201	PRTA201	6	12	Exam	N/A
Year 2 (Semester 2)					
Financial Accounting 202	FIAC202	6	12	Exam	Financial Accounting 101 & 102
Internal Auditing 202	INAU202	6	12	Exam	Internal Auditing 101 & 102
Principles of Taxation 202	PRTA202	6	12	Exam	N/A
Managerial Accounting and Finance 101	MAAF101	6	12	Exam	N/A
Values in the Work Place	VWKP101	5	8	Continuous Assessment	Cornerstone 101
Year 3 (Semester 1)					
Entrepreneurial Spirit	ENSP101	6	12	Continuous Assessment	Business Fundamentals I & 2
Financial Accounting 301	FIAC301	7	12	Exam	Financial Accounting 201 & 202
Managerial Accounting and Finance 201	MAAF201	6	12	Exam	Managerial Accounting and Finance 101
Taxation 301	TAXA301	6	12	Exam	Principles of Taxation 201 & 202
The Entrepreneurial Edge	TENE101	6	8	Continuous Assessment	N/A
World of Work	VWRK101	5	8	Continuous Assessment	N/A
Year 3 (Semester 2)					
Business Informatics	BUIN101	6	12	Exam	N/A

101					
Corporate Procedures	CRPP302	6	12	Exam	Commercial Law 201 & 202
Financial Accounting 302	FIAC302	7	12	Exam	Financial Accounting 201 & 202
Taxation 302	TAXA302	6	12	Exam	Principles of Taxation 201 & 202
Taxation 303	TAXA303	6	12	Exam	Principles of Taxation 201 & 202
TOTAL CREDITS			376		

5.3. ADVANCED DIPLOMA IN INTERNAL AUDIT (ADI-AUI)

Module Title	Module Code	HEQS F Levels	SAQA Credits	Assessment Method
Year 1 (Semester 1)				
Advanced Computer Audit 4A	ADVC401	7	12	Exam
Financial Reporting 4A	FIRE401	7	12	Exam
Internal Audit 4A	INAU401	7	12	Exam
Internal Audit 4C	INAU403	7	12	Exam
Managerial Accounting and Finance 4A	MAAF401	7	12	Exam
Year 1 (Semester 2)				
Advanced Computer Audit 4B	ADVC402	7	12	Exam
Financial Reporting 4B	FIRE402	7	12	Exam
Internal Audit 4B	INAU402	7	12	Exam
Information Systems Audit	INFS401	7	12	Exam
Managerial Accounting and Finance 4B	MAAF402	7	12	Exam
TOTAL CREDITS			120	

5.4. ADVANCED DIPLOMA IN TAXATION (ADTAXI)

Module Title	Module Code	HEQ SF Levels	SAQA Credits	* C / E	Assessment Method
Year 1 (Semester 1)					

Financial Reporting 4A	FIRE401	7	12	C	Exam
Internal Audit Process 4	INAP401	7	12	C	Exam
Managerial Accounting and Finance 4A	MAAF401	7	12	C	Exam
Tax Administration 4	TAAD401	7	12	C	Exam
Taxation of Business Activities 4	TABA401	7	12	C	Exam
Year 1 (Semester 2)					
Estates Taxation 4	ESTA401	7	12	C	Exam
International Taxation 4	INTA401	7	12	C	Exam
Tax Opinion Writing 4	TAOW401	7	12	C	Exam
Electives – Students should select one stream below					
Stream A					
Financial Reporting 4B	FIRE402	7	12	E	Exam
Managerial Accounting and Finance 4B	MAAF402	7	12	E	Exam
Stream B					
Advanced Computer Audit 4A	ADVC401	7	12	E	Exam
Advanced Computer Audit 4B	ADVC402	7	12	E	Exam
TOTAL CREDITS			120		

*C = Compulsory ; E = Elective

5.5. MASTER OF ACCOUNTING (MACC): INTERNAL AUDITING (MSAIA I), AND TAXATION (MSATXI)

Module Title	Module Code (Internal Auditing)	Module Code (Taxation)	HEQ SF Levels
Research Project & Dissertation (Full Year)	RSIA511	RDTX511	9
Research Project & Dissertation (1st Registration)	RSIA521	RDTX521	9
Research Project & Dissertation (Re-registration)	RSIA531	RDTX531	9

ASSESSMENT METHOD/ INSTRUCTIONAL PROGRAMME

This instructional programme comprises a research project within the discipline culminating in a dissertation. In their dissertation students must prove that they understand a particular problem in the industry in which they have done research; are able to analyse and set it out logically; are able to arrive at logical conclusions or a diagnosis; and are able to make proposals for the improvement/ the elimination of the problem. The dissertation must comply with the normal general technical requirements and rules with regard to scope, quality and layout per Rule G24(3).

6. REGISTRATION AND RE-REGISTRATION RULES

6.1. Registration for all programmes offered by the department:

Students registering for any of the programmes offered by the department are required to meet the minimum requirements detailed in the departmental rules in section 4 above.

Registration for Diploma: Internal Auditing or Taxation:

- NSC and NCV applications received via the Central Applications Office (CAO) will be scored and ranked according to the points system on the ranking code in general rule 7.
- These programmes are offered on a semester basis and registration takes place in January only for the whole year. Only students that have been accepted for the programme are invited for registration.

Registration for Advanced Diploma: Internal Audit or Taxation:

- Students wishing to apply for these programmes are required to apply online or via the department by the end of October of the year preceding their intended registration.
- These programmes are offered on a semester basis and registration takes place in January only for the whole year. Only students that have been accepted for the programme are invited for registration.

Registration for Master of Accounting: Internal Auditing or Taxation:

- Students wishing to apply for these programmes are required to apply via the department by the end of October of the year preceding their intended registration.
- These programmes are offered on an annual basis and registration takes place from January. Only students that have been accepted for the programme are invited for registration.

6.2. Changing from an old programme to a new programme:

- The following programmes are being phased out:
 - National Diploma: Internal Auditing
 - National Diploma: Taxation
 - Bachelor of Technology: Internal Auditing
 - Bachelor of Technology: Taxation
- Students who have not completed the outstanding modules in terms of the phase out plan for the respective programme, will be required to either transfer to the new programme, or must complete the outstanding modules elsewhere and may apply for exemption, subject to the provisions of the general rules.
- Students transferring from the incomplete old programme to the new programme, on application, be granted credit for modules passed towards the new qualification.

6.3. Exemptions and Transfers:

Students will be able to carry credits from the old programmes to the new programme within a four year period. Refer to General rules G8 and G9.

6.4. Work done during the semester/ year:

- Semester marks shall be determined in accordance with the requirements as indicated in the student guides. For details of assessment, refer to the study guide pertaining to each module. Failure to meet these requirements will disqualify a student from writing the final examination in the modules concerned.
- Notwithstanding Rule G12 a semester mark obtained for any module is valid only for the main examination in the semester in which a student is registered plus the supplementary examination in that module if granted to the student in terms of Rule G13.
- Students must verify course marks before the final examinations are written. A 40% semester mark is needed to gain entry into the examination of modules that have a final examination. Continuous assessment modules require a semester mark of 50%.

6.5. Examinations:

- In order to pass an examination, a student must obtain a final mark of 50% in terms of rule G14. This must be read in conjunction with the study guide for each module to confirm how the final mark is calculated.
- A student may be admitted to a supplementary examination for a module if he/ she has obtained a final mark of at least 45% in terms of rule G13(2).

6.6. Exclusion rules:

- Students who are refused re-admission in terms of the University rules may motivate, in writing, to the Head of Department to be re-admitted. The Head of Department may forward a recommendation to the Faculty Board for a decision. Exclusion rules in terms of the General rules G17, G21, G22, and G23 will be applied.

Maximum time allowed for completion of qualifications:

- Diploma – 5 years.
- Advanced Diploma – 2 years full-time.
- Masters Degree – 3 years full-time or part-time.
- Students who are enrolled for a Diploma and fails more than 50% of the modules in the first semester, will not be permitted to re-register for this qualification. Students have the right to appeal this decision via the Students Appeals Committee.
- In addition to rule G16, students should pass the specified pre-requisite modules (as per the programme structure) in order to progress to the next level of study.
- Students who are enrolled for the first year of study for a Master of Accounting degree must complete their proposal within the first year of registration in order to be re-admitted for further studies.
- In calculating the time taken to complete a qualification, the periods of incomplete study at another institution/ programme / department will be taken into consideration.

7. SUBJECT CONTENT

General:

1. The abridged syllabus below is in alphabetical order of the modules per programme.
2. Students must read this section in conjunction with the relevant student guides.
3. Refer to the programme structure in section 5 above for the type of assessment for each module.
4. The duration of each semester is approximately 12 weeks.

7.1. DIPLOMA: INTERNAL AUDITING (DIIAUI), AND DIPLOMA: TAXATION (DITAXI)

Notes:

1. Modules represent both programmes unless otherwise stated.
2. Abbreviations used, i.e.:
DPIA = Diploma: Internal Auditing.
DPTAX = Diploma: Taxation.

BUSINESS CALCULATIONS

- Basic mathematical calculations.
- Basic concepts in statistics.
- Data collection, presentation and analysis.
- Sampling methods and statistical analysis.

BUSINESS FUNDAMENTALS I

- Efficiently manage key aspects of academic life.

- Basic business communication, written and verbal.
- Information literacy.
- Basic business finance.
- Critical citizenry in a business environment.

BUSINESS FUNDAMENTALS 2

- Introduction to research methodology.
- Environmental considerations.
- Business communications.
- Technology and society.

BUSINESS INFORMATICS 101

- Components, and functions of information systems.
- E-commerce, enterprise resource planning, supply chain, customer relationship management, knowledge management and management support systems.
- Virtual reality, radio frequency, biometrics, nanotechnology, artificial intelligence, wireless technologies, grid and cloud computing.
- Ethical issues, intellectual property principles, privacy issues, green computing and security threats.

COMMERCIAL LAW 1 / 101

- Introduction to the study of South African law.
- General principles governing the law of contract.
- Contract of Sale.
- Contract of Agency.
- Introduction to the Law of Delict and Unjustified Enrichment.

COMMERCIAL LAW 2 (M1) / 201

- Contract of lease.
- Law relating to payment, negotiable instruments, EFT and e-commerce.
- Law of insurance.
- Law of security.
- The National Credit Act 34 of 2005.
- The Consumer Protection Act 68 of 2008.
- The Basic Conditions of Employment Act 75 of 1997.
- The Occupational Health and Safety Act 85 of 1993.
- Intellectual property rights.

COMMERCIAL LAW 2 (M2) / 202

- Characteristics of sole traders, partnerships, and types of companies.
- Common and statutory law regarding companies.
- Registration of companies, meetings, shareholders, directors and other obligations in terms of company law.

CORNERSTONE 101

- Exploring different disciplinary perspectives, i.e.: environmental, historical, and sociological.
- Ethics, diversity and critical citizenry, with specific focus on gender.
- Examine implications of the role of a student and that of a citizen.

CORPORATE PROCEDURES

- Procedures in which meetings should take place with the various role players in a business environment within common and statutory law practices.
- Stock exchange operations.
- Business ethics with corporate governance and common law.
- Corporate governance principles, role players, board structures, stakeholders, and social responsibility.

ENTREPRENEURIAL SPIRIT

- Spirit of entrepreneurship, i.e.: product/ service vision, innovation and converting ideas into a business venture.
- Operations, i.e.: project and team management.
- Business and finance, i.e.: type of business, business plan, intellectual property protection, financing, marketing, and risk management.

FINANCIAL ACCOUNTING I (M1) / 101

- Basics of financial accounting, capturing and processing of transactions.
- Bank Reconciliations.
- Adjusting and closing processes.
- Reporting on trading and manufacturing entities.

FINANCIAL ACCOUNTING I (M2) / 102

- Accounting for assets, liabilities and equity.
- Presenting financial statements.
- Accounting for companies, partnerships and close corporations
- Financial statements of a close corporation.

FINANCIAL ACCOUNTING II (M1) / 201

- Accounting framework.
- Presentation of financial statements.
- Inventories, share capital and intangible assets.
- Provisions, contingent liabilities, and events after reporting period.

FINANCIAL ACCOUNTING II (M2) / 202

- Foreign exchange transactions.
- Impairment of assets.

- Statement of cash flows.
- Presentation of financial statements.

FINANCIAL ACCOUNTING 3 (M1) / 301

- Accounting framework.
- Statement of cash flows.
- Presentation of financial statements.
- Earnings per share and leases.

FINANCIAL ACCOUNTING 3 (M2) / 302

- Analysis and interpretation of financial statements.
- Group financial statements.
- Valuations.
- Reconstructions and liquidations.

INTERNAL AUDITING I (M1) / I01

- Introduction to internal auditing.
- International Professional Practices Framework (IPPF) – Mission, definition, code of ethics and standards.
- Types of audits
- Interaction with the board of directors, audit committee, senior management, process owners, employees and other stakeholders.

INTERNAL AUDITING I (M2) / I02

- Corporate governance, i.e.: board of directors, audit committee, internal audit, ethical leadership, governance of risk, information technology, compliance with laws, stakeholder relationships, and integrated reporting.
- Companies Act of 2008.
- Business ethics in the organization and an assessment thereof.

INTERNAL AUDITING 2 (M1) / 201

- The audit process, i.e.: planning, performing and communicating the results of an audit.
- Relationship between risk management and internal audit.

INTERNAL AUDITING 2 (M2) / 202

- Internal controls
- Information technology concepts and controls.
- Business cycles.

INTERNAL AUDITING 3 (M1) (DPIA only)

- The internal audit process.
- Audit planning, audit evidence, and Computer Assisted Audit Techniques

(CAATS).

- Performing audits for the following business cycles:
 - Revenue and receipts.
 - Acquisitions and payments.
 - Inventory.
 - Human resources and payroll.
 - Bank, long-term assets and liabilities.

INTERNAL AUDITING 3 (M2) (DPIA only)

- Communicating audit outcomes and monitoring progress.
- Documentation.
- Fraud.

MANAGERIAL ACCOUNTING AND FINANCE (M1) / 101

- Cost classification and cost behavior.
- Inventory control.
- Remuneration systems and incentive schemes.
- Activity based costing, absorption costing, direct costing, and job costing.
- Cost volume profit analysis and overhead cost analysis.

MANAGERIAL ACCOUNTING AND FINANCE (M2) / 201

- Process costing, joint and by-products.
- Budgeting, standard costing and relevant costing.
- Capital budgeting and time value of money.

PRINCIPLES OF MICROECONOMICS / INTRODUCTION TO MICROECONOMICS

- Introductory concepts.
- Circular flow of economic activity in a two sector model.
- The goods and labour market.
- Elasticity.
- Production and costs.
- Market structures, i.e.: perfect competition and monopoly.

PRINCIPLES OF MACROECONOMICS / INTRODUCTION TO MACROECONOMICS

- The circular flow model of the macro-economy.
- Macroeconomic objectives, their measurement and the Keynesian Model of the macro economy.
- The role of money, financial institutions, South African Reserve Bank, demand for money, and money creation process.
- Monetary policy and monetary policy framework in South Africa.
- Fiscal Policy and the South African budget.

- International trade, exchange rates, balance of payments and related policies.

STATISTICS 2 (DPIA only)

- Financial calculations.
- Simple linear regression and correlation.
- Elementary probability and counting rules.
- Random variables and their probability distributions.
- Sampling and sampling distributions.
- Hypothesis testing, estimation, chi-squared tests, and time series analysis

TAXATION 1 / PRINCIPLES OF TAXATION 201

- Income tax and capital gains tax for individuals.
- Gross and exempt income.
- General deductions.
- Fringe benefits.
- Capital gains tax.

TAXATION 2 (M1) / TAXATION 301

- General and special deductions, capital allowances, trading stock, and assessed losses from the Income Tax Act.
- Companies and partnerships.

TAXATION 2 (M2) (DPIA only)

- Value Added Tax (VAT).
- Capital Gains Tax for companies.
- Turnover tax, and small business corporations.
- Tax avoidance.
- Administrative procedures.

PRINCIPLES OF TAXATION 202 (DPTAX only)

- South African tax law, i.e.: constitutional rights of taxpayers, its implications on tax administration.
- Organisational structure of the South African tax system, roles and responsibilities of the South African Revenue Services (SARS), and the Minister of Finance.
- Tax administration terminology, principles, dispute resolution, and legal principles.

TAXATION 302 (DPTAX only)

- Turnover tax, and small business corporations.
- Trading stock, and assessed losses.
- Partnerships.
- Pay As You Earn (PAYE) provisions.
- Administrative procedures.

TAXATION 303 (DPTAX only)

- Value Added Tax (VAT).
- Capital Gains Tax for individuals and businesses.
- General and specific anti-avoidance provisions of the Income Tax Act.

THE ENTREPRENEURIAL EDGE

- Becoming an entrepreneur.
- Addressing risk, understanding the market, and planning.
- Financial objectives.
- Marketing.
- Ethics and social responsibility.

VALUES IN THE WORKPLACE

- Personal values and how it intersects with the values in the work place.
- Social responsibility, i.e.: ethics, and diversity.
- Personal development and work place adaptability.

WORLD OF WORK

- Traditional and modern CV writing.
- Career path options, job searching, job applications, networking, interviewing, and verbal communication.
- Business structures, processes, ethics, etiquette, goal setting, time management, meetings, and report writing.
- Problem identification, problem solving, creativity, interpersonal skills, and conflict management.
- Productivity, quality and health and safety in the work place.
- Planning, organising, motivation, leadership, and teamwork.

7.2. ADVANCED DIPLOMA IN INTERNAL AUDIT (ADI-AUI), AND ADVANCED DIPLOMA IN TAXATION (ADTAXI)

Notes:

1. Modules represent both programmes unless otherwise stated.
2. Abbreviations used, i.e.:
ADIA = Advanced Diploma: Internal Auditing
ADTAX = Advanced Diploma: Taxation

ADVANCED COMPUTER AUDIT 4A

- Business functions, processes and data requirements.
- The development of Enterprise Resource Planning (ERP) systems.
- Navigation and business processes.

- Sales and marketing.

ADVANCED COMPUTER AUDIT 4B

- Navigation with ERP software.
- Materials management.
- Inventory management/ production planning.

ESTATES TAXATION 4 (ADTAX only)

- Donations tax.
- Deceased estates.
- Insolvent estates.
- Composition & deceased insolvent estates.
- Taxation of trusts.

FINANCIAL REPORTING 4A

- Entrepreneurship.
- Conceptual frameworks.
- Presentation and interpretation of financial statements.
- Taxation, and earnings per share.
- Reporting procedures and reporting formats.

FINANCIAL REPORTING 4B

- Reporting types and techniques.
- Interim and segment reporting.
- Employee benefits.
- Financial instruments.
- Capitalised borrowing costs.

INFORMATION SYSTEMS AUDIT (ADIA only)

- The process of auditing information systems.
- Governance and management of information technology.
- Information systems, acquisition, development and implementation.
- Information systems operations, maintenance and service management.
- Protection of information assets.

INTERNAL AUDIT 4A (ADIA only)

- International Professional Practices Framework (IPPF) and organization ethics.
- Governance.
- Legislation and regulation for companies and other organisations.
- Legislation and regulation for private and public organisations.

INTERNAL AUDIT 4B (ADIA only)

- Managing an internal audit function.
- Business processes and risks.
- Information technology risks and controls.
- The audit process.
- Audit reporting.

INTERNAL AUDIT 4C / INTERNAL AUDIT PROCESS 4

- Risk management.
- Business processes and risks.
- Information technology risks and controls.
- Fraud risks and controls.
- Audit evidence and working papers.
- The audit process.

INTERNATIONAL TAXATION 4 (ADTAX only)

- Principles of international taxation and South African Tax law.
- Transfer pricing, thin capitalization, and double taxation.
- Rebate/ reduction of foreign taxes, tax treaties, and tax credits.
- Organisation for Economic Cooperation and Development (OECD).

MANAGERIAL ACCOUNTING AND FINANCE 4A

- Overview of financial management.
- Time value of money, and valuation of bonds and shares.
- Risk and return, and portfolio management.
- Dividend policy.
- Analysis and interpretation of financial statements.

MANAGERIAL ACCOUNTING AND FINANCE 4B

- Cost of capital and capital budgeting.
- Sources of finance.
- Working capital management.
- Mergers and take-overs.
- International financial management.

TAX ADMINISTRATION 4 (ADTAX only)

- Application of the tax act.
- Powers and duties of the South African Revenue Services (SARS)
- Administration procedures, i.e.: registration, prescribed forms, accounts and records, assessments, penalties, dispute resolution, tax payments/ refunds, and all other aspects of tax administration.

TAXATION OF BUSINESS ACTIVITIES 4 (ADTAX only)

- South African tax practices and transactions.
- Mergers and acquisitions.
- Dividends tax.
- Interest and financial instruments.
- Taxation of distributions by companies.
- Corporate restructuring.

TAX OPINION WRITING (ADTAX only)

- Tax legislations.
- Tax case law, court law, principles, and scenarios.
- Gross income definition, deductions, residency and capital, forecasting and potential tax liability.

7.3. MASTER OF ACCOUNTING (MACC) INTERNAL AUDITING (MSAIAI), AND TAXATION (MSATXI)

Notes:

Modules represent both programmes.

RESEARCH PROJECT & DISSERTATION

- A research project within the discipline culminating in a dissertation.
- In their dissertation students must prove that they:
 - understand a particular problem in the industry in which they have done research,
 - are able to analyse and set it out logically,
 - are able to arrive at logical conclusions or a diagnosis, and
 - are able to make proposals for the improvement/ the elimination of the problem.

E&OE