



20

HANDBOOK

HANDBOOK FOR 2023

FACULTY of ACCOUNTING AND INFORMATICS

**DEPARTMENT of
FINANCIAL
ACCOUNTING**

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

A preferred provider of progressive financial leaders

DEPARTMENTAL MISSION

“Making financial accounting count” by
Providing real world accounting education, scholarship and entrepreneurship

DEPARTMENTAL VALUES

Integrity

(To act ethically and with honesty.)

Transparency

(To conduct ourselves with openness. To collaborate, cooperate and make collective decisions.)

Accountability

(To accept responsibilities for our actions.)

Professionalism

(To comply with regulatory frameworks. To develop professional expertise. To promote good work ethic.)

Think. Act. Account.

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.

CONTENTS

	Page
1. CONTACT DETAILS	1
2. STAFFING	2
3. PROGRAMMES OFFERED BY THE DEPARTMENT	3
4. PROGRAMME INFORMATION AND RULES FOR ENTRANCE REQUIREMENTS	4
5. PROGRAMME STRUCTURE	8
6. REGISTRATION AND RE-REGISTRATION RULES	17
7. SUBJECT CONTENT	20

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 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: Miss T Malevu
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Fax No: 031 373 5624
Email: thabisilem@dut.ac.za
Location of Department: Ritson Campus, Block C, Second Floor, East Wing

All faculty queries to:

Faculty Assistant: Mr Lwandile Chiya
Tel No: 031 373 5152
Fax to Email: 086 262 6836
Email: lwandilec@dut.ac.za

Faculty Officer: Mrs N Singh-Sakichand
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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 F Marimuthu, PhD in Finance (UKZN); Master in Business Administration (UDW); B Tech CMA (MLST); ND CMA (MLST).

Senior Lecturer: Dr A Bhana, PhD in Management Sciences (DUT); Professional Accountant (SA); Master in Business Administration (UKZN); B Tech Fin Info Syst. (MLST); ND Fin Info Syst. (MLST).

Lecturers (Alphabetical order)

Mr C.M. Chonco, Master in Accounting Sc. (UNISA); Chartered Accountant (SA); Postgraduate Diploma in Financial Planning (Milpark); Postgraduate Diploma in Accounting Sc. (CTA) (UNISA); B Com Business Finance, Econ (UKZN).

Miss K. Joshua, B Tech CMA (DUT); ND Cost and Management (DUT).

Mr U. Kalidin,; Master in Accounting (DUT); B Tech Taxation (DUT); ND Accounting (DUT).

Mr M.A.E. Khoza, Master in Computer Aud. (UJ); Cert. Info. Systems Auditor (ISACA); Professional Accountant (SA); Postgraduate Diploma in Risk Management (UNISA); Postgraduate Diploma in Int. Aud. (UNISA); Postgraduate Certificate in Higher Education (UP); MCom Finance (UNISA).

Miss A.A Martin, Master in Accounting (DUT); B Tech Cost and Management Accounting; ND Cost and Management Accounting (DUT); Post Graduate Certificate in Education (Accounting) (UNISA).

Mr S S Mkhwanazi, B Tech Tax (DUT); Chartered Institute of Secretaries (CIS).

Mr K. Modisagae, M. Com Finance Management (UJ); Chartered Accountant (SA); B Compt. (Hons) (UNISA); B Com (RAU).

Miss M Naicker, M Tech: Cost & Management Accounting (DUT); B Tech: Cost and Management (DUT); ND Cost and Management Accounting (DUT).

Mr B.T. Ngiba, Master in Business Administration (UKZN); Professional Accountant (SA); B Tech Tax (NT); ND Acc. (NT); ND Project Management, MDP B-BBEE (Wits).

Miss S Qeke, Master in Int. Aud. (CPUT); B Tech Int. Aud. (CPUT); ND Int. Aud. (CPUT); NHC in Acc. (CPUT).

Dr A Ramsarghey, PhD in Leadership (DUT); Professional Accountant (SA); M Com Taxation (UKZN); B Accounting (UDW).

Administrative Staff

Miss N T Malevu, B Tech: Office Management & Technology (DUT); ND Office Management & Technology (TN); NC Project Management (BSU)

3. PROGRAMMES OFFERED BY THE DEPARTMENT

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

Qualification Name	Qualification Code	SAQA NLRD No.	NQF Level	Current Status of Programme offerings
Diploma in Accounting	DIACCI	101909	6	Offered since 2019
Diploma in Accounting Extended Curriculum Programme	DIACCF	101909	6	Offered since 2021
Advanced Diploma in Accounting	ADPACI	115387	7	Offered since 2021
Master of Accounting: Financial Accounting	MSAFI	96845	9	Ongoing.
PHASED-OUT PROGRAMMES				
Qualification Name	Qualification Code	SAQA NLRD No.	NQF Level	Last New Intake
ND Accounting	NDACC3	72209	6	2018
ND Accounting (Extended Curriculum Programme)	NDACF2	72209	6	2018
B.Tech: Corporate Administration	BTCAD1	1015	7	2019
PROGRAMMES TO BE OFFERED IN 2022 (subject to approval)				
Qualification Name	Qualification Code	SAQA NLRD No.	NQF Level	Current Status of Programme offerings
Postgraduate Diploma in Accounting	TBC	TBC	8	TBC
Doctor of Philosophy in Accounting	TBC	TBC	10	TBC

4. PROGRAMME INFORMATION AND RULES FOR ENTRANCE REQUIREMENTS

4.1. DIPLOMA: ACCOUNTING PROGRAMME CODE: DIACC I

MINIMUM ENTRANCE REQUIREMENTS						
NATIONAL SENIOR CERTIFICATE (NSC) (01 January 2009)		SENIOR CERTIFICATE (SC)(PRE 2009)			NATIONAL CERTIFICATE VOCATIONAL (NCV)	
NSC DIPLOMA ENTRY		SENIOR CERTIFICATE (SC)			(NCV) LEVEL 4	
Compulsory Subjects	NSC Rating Code	Compulsory Subjects	HG	SG	Compulsory Subjects	Mark
English	3	Mathematics OR	E	D	At least 50% in THREE fundamentalsubjects including English,	50%
English (1st additional)	4					
Mathematics OR	3					
Mathematics Literacy OR	5					
Accounting	4	Accounting	D	C	At least 60% in three compulsory vocational subjects	60%
And Two 20 credit subjects	3					
OR						
DUT Accounting Bridging Course. A pass in FOUR subjects of the Accounting Bridging Course (Meeting the minimum requirements).						
Selection Procedure:						
Meeting the minimum entry requirements does not automatically guarantee acceptance. It depends on the number of applicants and number of placesallowed 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.						
Please Note: Those applicants who meet the minimum requirements but whose overall points rating could put them at risk could still be placed on the extended curriculum programme as they would be considered under prepared and at risk of not coping with the demands of the regular programme. The extended curriculum programme, through a purposeful and structured set of learning experiences will provide these students with the academic foundations necessary for them to succeed on the regular programme. This is only offered in at the Durban, Ritson campus.						
NB: These gazetted minimum admission requirements are subject to more restrictive departmental admission requirements,						

if applicable.

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:

- (a) 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 (AL) & English for Academic Purposes (EAP) and/or an appropriate subject or programme specific written assessment designed and marked by the relevant Department; and
- (b) 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.

4.2. DIPLOMA: ACCOUNTING EXTENDED CURRICULUM PROGRAMME PROGRAMME CODE: DIACCF

MINIMUM ENTRANCE REQUIREMENTS

In addition to the requirements of the General Rule G7, an applicant must meet the minimum admission requirements as follows:

Compulsory Subjects	NSC	SC		NCV
	Rating	HG	SG	
English home Language (HL) OR English first Additional language (FAL)	3 4	E D	C C	A level 4 national certificate vocational with the following minimum requirements: <ol style="list-style-type: none"> 1. At least 50% in three fundamental subjects including English 2. At least 60% in three compulsory vocational subjects
AND				
Mathematics OR Mathematics Literacy	3 5	E	D	
OR				
Accounting	4	D	C	
		OR Pass in Maths or Accounting with 30 points or more		
AND				
Two 20 credit NSC subjects	3			

All prospective students that meet the above entry requirements would be ranked according to their English and Mathematics marks obtained.

Those applicants who have points between 20 to 25, with a NSC, may be placed on the extended curriculum programme. Those applicants with a senior certificate would need 25 to 29 points to be placed on the ECP programme.

The extended curriculum programme, through purposeful and structured set of learning experiences, will provide these students with the academic foundations necessary for them to succeed on the regular programme.

4.3. ADVANCED DIPLOMA: ACCOUNTING PROGRAMME CODE: ADPACI

The minimum duration for the programme is one year of full-time study or two years of part-time study.

ENTRANCE REQUIREMENTS

National Diploma OR Diploma in Accounting OR;
Equivalent qualification in a cognate field at NQF level 6

4.9. MASTER OF ACCOUNTING (MACC): FINANCIAL ACCOUNTING PROGRAMME CODE: MSAFI

The minimum duration for the above programme 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: ACCOUNTING (DIACCI)

Year of study	Study period	Name of Module	Module Code	NQF level	Module credits	Pre-req.	Exam**
SEMESTER 1							
1	SPI	Financial Accounting IA	FACA101	5	12	N/A	Y
1	SPI	Cost Accounting I	CAAU101	5	12	N/A	Y
1	SPI	Business Fundamentals I	BFNM101	5	12	N/A	CA
1	SPI	Introduction to Microeconomics	ITMA101	5	12	N/A	Y
1	SPI	Cornerstone 101	CSTN101	5	12	N/A	CA
SEMESTER 2							
1	SPI	Financial Accounting IB	FACB101	5	12	N/A	Y
1	SPI	Business Calculations	BCLN101	5	12	N/A	Y
1	SPI	Business Information systems I	BIFS101	5	12	N/A	Y
1	SPI	Introduction to Macroeconomics	ITME101	5	12	N/A	Y
1	SPI	Commercial Law for Accountants I	CLAS101	5	12	N/A	Y
1	SPI	Values in the Workplace (GE)	VWVKP101	5	8	N/A	CA
SEMESTER 1							
2	SP2	Cost Accounting 2A	CAAU201	6	12	Cost Accounting I Augmented	Y
2	SP2	Commercial Law for Accountants 2A	CMLA201	6	12	Commercial Law for Accountants I	Y
2	SP2	Financial Accounting 2A	FACA201	6	12	Financial Accounting IA & IB	Y

2	SP2	Auditing 2A	AUDA201	6	12	Financial Accounting IA & IB	Y
2	SP2	Business Fundamentals 2	BFNM201	6	12	Business Fundamentals I	CA
SEMESTER 2							
2	SP2	Commercial Law for Accountants 2B	CMLA202	6	12	Commercial Law for Accountants I	Y
2	SP2	Cost Accounting 2B	CAAU202	6	12	Cost Accounting I Augmented	Y
2	SP2	Financial Accounting 2B	FACB201	6	12	Financial Accounting IA & IB	Y
2	SP2	Auditing 2B	AUDB201	6	12	Financial Accounting IA & IB	Y
2	SP2	Taxation I	TAXT101	6	12	Financial Accounting IA & IB	Y
2	SP2	Equality & Diversity (GE)	EQDV101	6	8	N/A	CA
SEMESTER 1							
3	SP3	Business Info Systems 2	BIFS201	6	12	Business Info Systems I	Y
3	SP3	Advanced Law	ALAW301	6	12	Commercial Law for Accountants I Commercial Law for Accountants 2A	Y
3	SP3	Financial Accounting 3A	FACA301	7	12	Financial Accounting 2A & 2B	Y

3	SP3	Management Accounting 3A	MACA301	6	12	Cost Accounting 2A & 2B	Y
3	SP3	Taxation 2A	TAXA201	6	12	Taxation I	Y
3	SP3	Global Environment	GENV101	6	8	N/A	CA
SEMESTER 2							
3	SP3	ICT Innovation and Emerging Technologies	ITIN101	6	8	N/A	CA
3	SP3	Financial Accounting 3B	FACB301	7	12	Financial Accounting 2A & 2B	Y
3	SP3	Management Accounting 3B	MACB301	6	12	Cost Accounting 2A & 2B	Y
3	SP3	Taxation 2B	TAXB201	6	12	Taxation I	Y
3	SP3	Auditing 3	ADTN301	6	12	Auditing 2A & 2B	Y
Total SAQA credits for Graduation is 380							

Academic structure of the curriculum for PART - TIME students (DIACCI):

<u>Year I - Study period I</u>			
<u>Semester 1</u>	<u>Code</u>	<u>Semester 2</u>	<u>Code</u>
Financial Accounting (IA)	FACA101	Financial Accounting (1B)	FACB101
Introduction to Micro-Economics	IMIC101	Introduction to Macro-Economics	IMAC101
Cost Accounting I	CACN101	Values in the workplace (GenEd institutional)	VWKP101
Cornerstone 101 (GenEd institutional)	CSTN101	Business Calculations	BCLN101
		Commercial law for accountants I	CLAS101

<u>Year 2- Study period 2</u>			
<u>Semester 1</u>		<u>Semester 2</u>	
Financial Accounting (2A)	FACA201	Financial Accounting (2B)	FACB201
Business Fundamentals 1 (GenEd Faculty)	BFNM101	Business Information Systems 1	BIFS101
Cost Accounting (2A)	CACA201	Cost Accounting (2B)	CACB201
Auditing (2A)	AUDA201	Auditing (2B)	AUDB201
<u>Year 3 - Study Period 3</u>			
<u>Semester 1</u>		<u>Semester 2</u>	
Financial Accounting (3A)	FACA301	Financial Accounting 3 (3B)	FACB301
Commercial Law (2A)	CMLA201	Commercial Law (2B)	CMLB201
Business Fundamentals 2 (GenEd Faculty)	BFNM201	Taxation 1	TAXT101
The Global Environment (GenEd institutional)	GENV101	Equality and Diversity (GenEd institutional)	EQDV101
<u>Year 4 - Study Period 4</u>			
<u>Semester 1</u>		<u>Semester 2</u>	
Management Accounting (3A)	MACA301	Management Accounting 3 (3B)	MACB301
Taxation (2A)	TAXA201	Taxation 2 (2B)	TAXB201
Advance Law 3	ALAW301	Auditing 3	ADTN301
Business Information Systems 2	BIFS201	ICT Innovation (GenEd Faculty)	ITINI01

5.2 DIPLOMA: ACCOUNTING EXTENDED CURRICULUM PROGRAMME (DIACCF)

Year of study	Study period	Name of Module	Module Code	NQF level	Module credits	Pre-req.	Exam**
1	SP1	Accounting Professional Practice IA	ACCP101	5	12	N/A	CA
1	SP1	Quantitative Literacy	QUAL101	5	8	N/A	Y
1	SP1	Introduction to Microeconomics Augmented	ITMA101	5	12	N/A	Y
1	SP1	Cornerstone 101	CSTN101	5	12	N/A	CA
1	SP1	Business Calculations	BCLN101	5	8	N/A	Y
1	SP1	Introduction to Macroeconomics Augmented	ITME101	5	12	N/A	Y
1	SP1	Commercial Law for Accountants I	CLAS101	5	12	N/A	Y
	SP1	Cost Accounting I Augmented	CAAU101	5	12	N/A	Y
1	SP1	Accounting Professional Practice IB	ACCP102	5	12	N/A	CA
2	SP2	Financial Accounting IA	FACA101	5	8	N/A	Y
2	SP2	Business Fundamentals I	BFNM101	5	8	N/A	CA
2	SP2	Cost Accounting 2A Augmented	CAAU201	6	12	Cost Accounting I Augmented	Y
2	SP2	Commercial Law for Accountants 2A	CMLA201	6	12	Commercial Law for Accountants I	Y
2	SP2	Commercial Law for Accountants 2B	CMLA202	6	12	Commercial Law for Accountants I	Y

2	SP2	Business Information systems I	BIFS101	5	8	N/A	Y
2	SP2	Financial Accounting 1B	FACB101	5	8	N/A	Y
2	SP2	Cost Accounting 2B Augmented	CAAU202	6	12	Cost Accounting I Augmented	Y
2	SP2	Values in the Workplace (GE)	VWKP101	5	12	N/A	CA
3	SP3	Financial Accounting 2A	FACA201	6	8	Financial Accounting IA & IB	Y
3	SP3	Auditing 2A	AUDA201	6	12	Financial Accounting IA & IB	Y
3	SP3	Business Fundamentals 2	BFNM201	6	12	Business Fundamentals I	CA
3	SP3	Business Info Systems 2	BIFS201	6	12	Business Info Systems I	Y
3	SP3	Advanced Law	ALAW301	6	12	Commercial Law for Accountants I Commercial Law for Accountants 2A	
3	SP3	Financial Accounting 2B	FACB201	6	8	Financial Accounting IA & IB	Y
3	SP3	Auditing 2B	AUDB201	6	12	Financial Accounting IA & IB	Y
3	SP3	Taxation I	TAXT101	6	12	Financial Accounting IA & IB	Y
3	SP3	ICT Innovation and Emerging Technologies	ITINI01	6	8	N/A	CA
3	SP3	Equality & Diversity (GE)	EQDV101	6	8	N/A	CA

4	SP3	Financial Accounting 3A	FACA30I	7	12	Financial Accounting 2A & 2B	Y
4	SP3	Management Accounting 3A	MACA30I	6	12	Cost Accounting 2A & 2B	Y
4	SP4	Taxation 2A	TAXA20I	6	12	Taxation I	Y
4	SP4	Global Environment	GENV10I	6	8	N/A	CA
4	SP4	Financial Accounting 3B	FACB30I	7	12	Financial Accounting 2A & 2B	Y
4	SP4	Management Accounting 3B	MACB30I	6	12	Cost Accounting 2A & 2B	Y
4	SP4	Taxation 2B	TAXB20I	6	12	Taxation I	Y
4	SP4	Auditing 3	ADTN30I	6	12	Auditing 2A & 2B	Y
Total SAQA credits for Graduation is 380							

5.3. ADVANCED DIPLOMA IN ACCOUNTING (ADPACI)

Name of module	Module Code	Study Level	Study Period	HEQSF Level	HEQSF Credits	* C / E	Co-Requisite Module/s	Exam
Advanced Financial Accounting 4A	ADFC701	I	SPI	7	12	C	N/A	Y
Advanced Financial Accounting 4B	ADFA701	I	SPI	7	12	C	N/A	Y
Advanced Financial Accounting 4C	ADCF701	I	SPI	7	12	C	N/A	Y
Advanced Financial Accounting 4D	ADCD702	I	SPI	7	12	C	N/A	Y
Advanced Financial accounting for SME's	ADCS702	I	SPI	7	12	C	N/A	Y
Advanced Financial Management I	ADFM701	I	SPI	7	12	C	N/A	Y
Advanced Financial management 2	ADFM702	I	SPI	7	12	C	N/A	Y
Advanced Taxation	ADTA701	I	SPI	7	12	C	N/A	Y
Advanced Auditing	ADAD702	I	SPI	7	12	C	N/A	Y
Advanced Corporate Practice I	ADCP702	I	SPI	7	12	C	N/A	Y
Total SAQA credits for Graduation is 120								
* C – Compulsory; E - Elective								

5.4. MASTER OF ACCOUNTING (MACC): FINANCIAL ACCOUNTING (MSAFI)

Module Title	Module Code	HEQSF Levels
Research Project & Dissertation (Full Year)	RSFA511	9
Research Project & Dissertation (1st Registration)	RSFA521	9
Research Project & Dissertation (Re-registration)	RSFA531	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: Accounting; Diploma: Accounting Extended Curriculum Programme:

6.1.1. 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.

6.1.2. 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 and Post Graduate Diploma: Accounting

6.1.3. 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.

6.1.4. 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: Financial Accounting

6.1.5. 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.

6.1.6. 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:

6.2.1. The following programmes are being phased out:

6.2.1.1. National Diploma: Accounting

6.2.1.2. National Diploma: Accounting (ECP)

6.2.1.3. Bachelor of Technology: Corporate Administration

6.2.2. 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.

6.2.3. Students transferring from the incomplete old programme to the new programme, on application, be granted credit for modules passed towards the new qualification.

63. 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.

64. Work done during the semester/ year:

6.4.1. Semester marks shall be determined in accordance with the requirements as indicated in the student guides. For details of assessment, refer to the studyguide pertaining to each module. Failure to meet these requirements will disqualify a student from writing the final examination in the modules concerned.

6.4.2. 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.

6.4.3. 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%.

65. Examinations:

6.5.1. 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.

6.5.2. 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).

66. Exclusion rules:

6.6.1. 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:

6.6.2. Diploma – 5 years.

6.6.3. Advanced Diploma – 2 years full-time or 4 years part-time.

6.6.4. Postgraduate Diploma – 2 years full-time or 4 years part-time.

6.6.5. Masters Degree – 3 years full-time or 6 years part-time.

6.6.6. 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.

6.6.7. 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.

6.6.8. In addition to rules G14, G16, G17 and G21B(3) the following is applicable for the Diploma in Accounting i.e.:

- 6.6.8.1. At the end of year 1, a minimum of 84 credits must be obtained.
- 6.6.8.2. At the end of year 2, a minimum of 204 credits must be obtained.
- 6.6.8.3. At the end of year 3, a minimum of 324 credits must be obtained.
- 6.6.8.4. At the end of year 4, a minimum of 380 credits must be obtained.

6.6.9. 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.

6.6.10. In calculating the time taken to complete a qualification, the periods of in- complete 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: ACCOUNTING (DIACCI)

ADVANCED LAW III

Know the legal principles relating to Trusts

Understand and apply general concepts and provisions regarding Labour law/Arbitration

Understand the law relating to immaterial property and marketing

Define law of carriage of goods and carriage of persons

Know statutes relating to financial institutions

Know statutes relating to property transactions

AUDITING 2A

Know the legal principles relating to Trusts

Understand and apply general concepts and provisions regarding Labour law/Arbitration

Understand the law relating to immaterial property and marketing

Define law of carriage of goods and carriage of persons

Know statutes relating to financial institutions

Know statutes relating to property transactions

Understand the responsibilities, functions and qualities of the auditor.

Understand the concepts and principles relevant to the audit.

Understand the procedures for obtaining audit evidence.

AUDITING 2B

Understand the framework for internal control and internal control evaluation.

Understand the framework for internal audit.

Awareness of the process of reporting audit findings.

Preparation of Audit working papers

Plan and conduct an Audit

Perform pre-engagement activities

Audit of business cycles (Field work)

Identify and evaluate controls in the Computer Information Systems environment

AUDITING III

Preparation of Audit working papers

Plan and conduct an Audit

Perform pre-engagement activities

Audit of business cycles (Field work)

Identify and evaluate controls in the Computer Information Systems environment

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 INFORMATION SYSTEMS I

- Understand the function of the hardware elements and software of the computer.
- Use the computer as a storage management tool.
- Use the computer as a word-processing tool.
- Use the computer as a research and communication tool.
- Support systems.

BUSINESS INFORMATION SYSTEMS II

- Communications and Networks
- Computer Security and Safety, Ethics, and Privacy
- Database Management
- Enterprise Computing
- Information System Development and Programming Languages

- 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)

- 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)

- 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)

- 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)

- 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)

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

FINANCIAL ACCOUNTING II (M2)

- Foreign exchange transactions.
- Impairment of assets.
- Statement of cash flows.
- Presentation of financial statements.

FINANCIAL ACCOUNTING 3 (M1)

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

FINANCIAL ACCOUNTING 3 (M2)

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

MANAGEMENT ACCOUNTING 3A

Explain, calculate, prepare and evaluate fixed and flexible operational and cash budgets
Prepare budget reports reflecting actual against budget
Discuss the use of budget reports to evaluate performance
Explain the behavioral implications of planning and budgeting
Explain the use of IT in the budget process
Analyze, calculate and interpret operational variances
Prepare reports using a range of benchmarks and evaluate the results
Explain the behavioral implications of standard costing
Explain, calculate, apply and compare different group incentive schemes
Discuss and apply the use of advanced stock control methods
Use activity based costing in cost determination

MANAGEMENT ACCOUNTING 3B

Measuring relevant costs for decision-making
Apply and evaluate short-term decision-making techniques
Apply and discuss the experience and learning curve
Apply and discuss the linear programming model
Explain and apply the use of decision trees
Explain and apply the use of network analysis and PERT analysis
Explain the capital budgeting process
Evaluate projects using investment appraisal techniques, including, under conditions of capital rationing
Evaluate alternative investment appraisal techniques
Explain the relevance of qualitative factors
Prepare project cash flows that take account of taxations and inflation
Evaluate mutually exclusive projects with unequal lives

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

- 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 I / 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)

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

TAXATION 2 (M2)

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

VALUES IN THE WORKPLACE

- Personal values and how it intersects with the values in the workplace.
- 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.

QUANTITATIVE LITERACY

- Mathematical operations and calculations.
- Discount and commissions.
- Interest calculations.
- Constructing and analysing graphs.
- Descriptive statistics.

7.2 ADVANCED DIPLOMA IN ACCOUNTING (ADPACI)

Advanced Auditing

- Managing an Audit Function:
- Concepts of Business Processes and Risks:
- Impact of Information Technology Risks and Controls:
- The Audit Process:
- Audit reporting

Advanced Corporate Practice I

The core syllabus of the module is the integrated study of the Company's Act No 71 of 2008 relating to the following broad areas:

- Overview of the company concept
- Incorporation of a company including the memorandum and articles of association
- Capacity of a company
- Promoter, offer of shares and prospectus
- Shareholding and membership, voting rights, office holders, directors, board of directors
- General meetings and other meetings
- Re-organisations, liquidations, judicial managements
- Financial Statements

Advanced Financial Accounting 4A

The core syllabus of the module is the integrated study of the IAS statements relating to the following broad areas:

- Accounting Framework
- Presentation of Financial Statements
- Taxation
- Earnings per share
- Analysis and interpretation of financial statements

- Investment Property

Advanced Financial Accounting 4B

The core syllabus of the module is the integrated study of the IAS statements relating to the following broad areas:

- Segment operations
- Employee benefits
- Financial instruments
- Foreign exchange contracts

Advanced Financial Accounting 4C

The core syllabus of the module is the integrated study of the IAS statements relating to the following broad areas:

- Accounting policies, accounting estimates and errors
- Accounting policies and the effects of changes in accounting policies: Overview, choice and development
- Changes in accounting policies and disclosure requirements
- Changes in accounting estimates: overview, adjustment and disclosure
- Correction of errors: overview, adjustment and disclosure
- Government grants with the differentiation between grants related to future expenses, grants related to assets, grants related to loan as a package.
- Borrowing costs: Expensing, capitalisation, deferred tax and disclosure.
- Interim reporting: Applicability of IAS 34 and reporting requirements thereof.
- Non- current assets held for sale and discontinued operations: Applicability of IFRS 5 and reporting requirements thereof.

Advanced Financial Accounting 4D

The core syllabus of the module is the integrated study of the IAS statements relating to the following broad areas:

- Business combinations
- Consolidations: Group accounts
- Associates
- Joint Ventures
- Consolidated Cash Flow Statements

Advanced Financial Accounting for SME's

The core syllabus of the module is the integrated study of the IAS statements relating to the following broad areas:

- Overview, Concepts and Pervasive principles
- Financial statement presentation
- Consolidated and Separate Financial statements for SME's
- Transition to the IFRS for SME's

Advanced Financial Management 1

The learning outcomes are covered in the core syllabus of the module under the following broad topics:

- Strategic Management
- Environmental Analysis
- Supply Chain Management
- SWOT Analysis
- Organizational Management
- Performance Measurement

Advanced Financial Management 2

- Introduction/overview to Financial Management
- Time value of money
- Valuation of bonds and shares
- Risk and Return
- Analysis and Interpretation of Financial statements

Advanced Taxation

- Donations Tax
- Deceased Estates
- Insolvent Estates,
- Composition & Deceased Insolvent Estates
- Taxation of Trusts

73. MASTER OF ACCOUNTING (MACC)

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