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HANDBOOK



MANAGEMENT
ACCOUNTING

HANDBOOK 2023

**FACULTY OF
ACCOUNTING AND
INFORMATICS**

**DEPARTMENT OF
MANAGEMENT ACCOUNTING**

FACULTY VISION

A globally recognized faculty for academic excellence.

FACULTY MISSION STATEMENT

“Developing Leaders for the Information Society” Through:

- Excellence in teaching and learning
- Relevant research and Creative Innovation
- Social Entrepreneurship

DEPARTMENTAL VISION

A premier department for academic excellence.

DEPARTMENTAL MISSION

“Empowering Leaders in Managerial Accounting and Finance” Through:

- Student-centred Teaching, Learning and Assessment
- Applied Research and Collaboration
- Entrepreneurship and Community Engagement

What is a University of Technology?

A university of technology is characterized by being research informed rather 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 of Technology's General Rules contained in the current General Handbook for Students.

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:

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Fax No: (031) 373 5226
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Location of Department: Ritson Campus DC - I204C

All Faculty queries to:

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

Executive Dean:

Tel No: Professor Oludayo, O. Olugbara
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Location of
Executive Dean's office: North Wing, Hotel School Building, Ritson Campus



2. STAFFING Name and Qualification

Head of Department

Prof MJ Swanepoel, PhD Management Accounting (NWU), BAP (SA)

Senior Lecturer

Dr. Z.W. Nzuzza, PhD (Acc research); M Tech CMA (DUT); NHC Project Mgt (MANCOSA); Professional Accountant (SA).

Lecturers

Mrs M B Cloete, M Acc (DUT); B Tech CMA (TN); HDE (Econ Sci) (UND)

Miss M P Msomi, M Acc (DUT); B Tech CMA; ND CMA (DUT)

Mrs A Maharaj, M Tech CMA (DUT); B Tech CMA; ND FIS (DUT)

Dr S K Naidoo, PhD (Management Sciences) M Tech CMA (DUT); NHD Cost Accounting; ACIS

Mr N R Nunden, M Acc (DUT); B Com Hons (Man. Acc) (UND); B Tech CMA; ND CMA.

Mrs V Yearwood, M Ed (UKZN); B Tech CMA (TN); HDE (Econ Sci) (UND)

Miss S Zunckel, M Acc (DUT); B Tech CMA; ND CMA (DUT)

Miss DN Mkhize, M Tech CMA (CUT); B Tech CMA (DUT), FSC Banking (IOB); ND CMA (MUT)

Miss M Naicker, M Acc (DUT); B Tech CMA (DUT); ND CMA (DUT)

Mr MA Mbambo, M Acc (DUT); B Tech CAD (DUT); ND Acc (DUT)

Mr T Msomi, M Acc (DUT); B Tech CAD (DUT); ND Acc (DUT)

Departmental Secretary

Mrs B Giqwa, B Tech OMT (DUT); ND OMT (DUT)

Technician

Mr B Nkosi, B Tech FIS (DUT); ND FIS (TN)

3. PROGRAMMES OFFERED BY THE DEPARTMENT

All the programmes offered by the Department are accredited by Chartered Institute of Management Accountant (CIMA).

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

Qualification	SAQA NLRD Number
<u>New offerings</u>	
Diploma: Management Accounting	
Diploma: Management Accounting (Extended curriculum programme)	111845
Advanced Diploma: Management Accounting	110829
Post Graduate Diploma: Management Accounting	
Master's Degree in Accounting	96845
<u>Old offerings</u>	
National Diploma: Cost and Management Accounting ¹	72220
National Diploma: Cost and Management Accounting: (Extended curriculum programme) ²	72220

1. The National Diploma: Cost and Management Accounting was re-curriculated and is phased-out to allow for the new Diploma in Management Accounting. The last cohort of first-time entering students admitted to the National Diploma qualification was January 2019 and no new registrations will be allowed onto this qualification (inclusive of transfer students).
2. The National Diploma: Cost and Management Accounting (Extended Curriculum Programme) was re-curriculated and is phased-out to allow for the new Diploma in Management Accounting (Extended Curriculum Programme). The last cohort of first-time entering students admitted to the National Diploma qualification was January 2019 and no new registrations will be allowed onto this qualification (inclusive of transfer students).

The department is currently awaiting the accreditation of the PhD: Accounting. The proposed date of implementation for the aforementioned programme is 2023.

The articulation from the Diploma to PhD is indicated below.

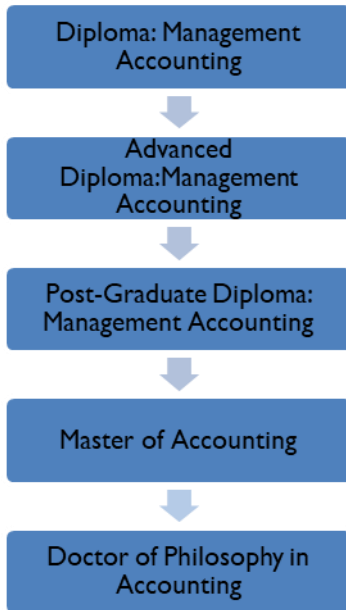


Figure 1 Articulation from Diploma to PhD Degree

4. PROGRAMME INFORMATION ENTRANCE REQUIREMENTS AND RULES
4.1 Diploma: Management Accounting: DIMACI (3 Years) Entrance Requirements

In addition to the DUT General Rules pertaining to admission and registration (Rule G7 (1) and G7 (2) (b) (ii) refer), the minimum admission requirements to the Diploma is

NSC REQUIREMENTS		SENIOR CERTIFICATE REQUIREMENTS Senior Cert. or equivalent qualification		
Compulsory Modules	NSC Rating Code	Compulsory Modules	HG	SG
English (home) OR English(1st additional)	3 4	Maths OR Accounting	E D	D C
Maths OR Accounting	3 4	OR		
AND Three 20 credit modules	3	Pass in Maths or Accounting with 30 points or more		
OR		Students applying will be ranked according to the points system based on the ranking code per General Rule 7.		
English (home) OR English(1st additional)	3 4	<u>Applicants with TVET colleges NCV entrance requirements:</u>		
Maths literacy And Accounting	5 4	A level 4 national certificate vocational with the following minimum requirements:		
And Two 20 credits modules	3	1.At least 50% in three fundamental modules including English 2.At least 60% in three compulsory vocational modules.		

Minimum duration

The minimum duration is three years of registered study, including any periods of work-integrated learning.

Maximum duration

The maximum duration is five years of registered study, including any periods of work-integrated learning.

Diploma: Management Accounting: DIMACEI (4 Years) ENTRANCE REQUIREMENTS

In addition to the DUT General Rules pertaining to admission and registration (Rule G7(1) and G7(2)(b)(ii) refer), the minimum admission requirements to the Diploma is:

NSC REQUIREMENTS		SENIOR CERTIFICATE REQUIREMENTS Senior Cert. or equivalent qualification	HG	SG
Compulsory Subjects	NSC Rating Code	Compulsory Subjects		
English (home) OR English(1st additional)	3 4	Maths OR Accounting	E D	D C
Maths OR Accounting	3 3	OR		
AND Three 20 credit subjects	3	Pass in Maths or Accounting with 30 points or more		
OR		Students applying will be ranked according to the points system based on the ranking code per General Rule 7.		
English (home) OR English(1st additional)	3 4	Applicants with TVET colleges NCV entrance requirements:		
Maths literacy And Accounting	5 4	A level 4 national certificate vocational with the following minimum requirements:		
And Two 20 credits subjects	3	1.At least 50% in three fundamental modules including English 2.At least 60% in three compulsory vocational modules.		

ENTRANCE REQUIREMENTS

Minimum duration

The minimum duration is four years of registered study, including any periods of work-integrated learning.

Maximum duration

The maximum duration is five years of registered study, including any periods of work-integrated learning.

4.2 ADVANCED DIPLOMA: MANAGEMENT ACCOUNTING: ADMACI

Entrance Requirements

The minimum admission requirements for the Advanced Diploma in Management Accounting are:

- Diploma in Management Accounting
- National Diploma in Cost and Management Accounting
- An appropriate diploma or bachelor's degree at NQF level 6

Meeting the minimum requirements for this programme does not necessarily guarantee admission to the programme due to space constraints. Students that meet their entrance requirements will be ranked according to the academic results of the previous completed qualification at NQF level 6. Recognition of prior learning (RPL) can be used to grant access to students who do not meet the minimum admission requirements. RPL is module to the DUT RPL Policy.

Minimum duration

The minimum duration is one year of registered study, including any periods of work integrated learning.

Maximum duration

The maximum duration is two years of registered study, including any periods of work integrated learning.

4.3 POST GRADUATE DIPLOMA: MANAGEMENT ACCOUNTING: PGDMAI

Entrance Requirements

The minimum admission requirements for the Post Graduate Diploma in Management Accounting are:

- Advanced Diploma in Management Accounting
- OR an appropriate and relevant qualification at NQF level 7 with Management Accounting 4 and Financial Reporting/Accounting 4.

In addition to meeting the above requirements, candidates are required to comply with rule G22 (B) which states that no person shall be registered for a Postgraduate Diploma unless that person is in possession of an appropriate Advanced Diploma, or Bachelor's Degree, or has been granted status or advanced standing (Rule G10), and complies with Rules G3 and G4, and the rules of the academic department offering the qualification.

Meeting the minimum requirements for this programme does not necessarily guarantee admission to the programme due to space constraints. Students that meet their entrance requirements will be ranked according to the academic results of the previous completed qualification at NQF level 7. Recognition of

prior learning (RPL) can be used to grant access to students who do not meet the minimum admission requirements. RPL is module to the DUT RPL Policy.

Duration of instructional programme

Minimum Duration

The minimum duration is one year of registered study.

Maximum duration

The maximum duration is two years of registered study.

4.4 MASTER'S DEGREE IN ACCOUNTING: MSACMI MINIMUM ADMISSION REQUIREMENTS: Master's Degree in Accounting

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

The candidate must have been awarded an Honours Degree (NQF level 8 (new HEQSF)) or a Post Graduate Diploma qualification in the field of either Financial Accounting, Management Accounting, Taxation or Auditing.

Instructional Programme

This instructional programme comprises a research project 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 then 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 G43.

Duration of instructional programme.

The minimum duration of the degree is one year, and the maximum duration is 3 years.

PROGRAMME STRUCTURE

5.1 DIPLOMA: MANAGEMENT ACCOUNTING: DIMACI

Year 1

Name of module	Module Code	NQF level	Study level (Semester)	Pre-requisite	Exam
Financial Accounting 1a	FICC101	5	21	N/A	Y
Financial Accounting 1b	FICC102	5	22	N/A	Y
Cost and Management Accounting 1a	COMA101	5	21	N/A	Y
Cost and Management Accounting 1b	COMA102	5	22	N/A	Y
Principles of Microeconomics	PRM1101	5	21	N/A	Y
Principles of Macroeconomics	PRMA102	5	22	N/A	Y
Business Fundamentals 1	BUFU101	5	21	N/A	Y
Business Information Systems 1a	BUSY101	5	21	N/A	Y
Cornerstone 101	CSTN101	5	22	N/A	N
Values in the workplace	VWKP101	5	21	N/A	N
Quantitative Techniques 1a	QUTE101	5	22	N/A	Y
Commercial Law for Accountants 1	COLA101	5	22	N/A	Y

Year 2

Name of module	Module Code	NQF level	Study level (Semester)	Pre-requisite	Exam
Commercial Law for Accountants 2a	COLA201	5	21	Commercial Law for Accountants 1	Y
Commercial Law for Accountants 2b	COLA202	5	22	Commercial Law for Accountants 1	Y
Business Fundamentals 2	BUFU201	6	21	Business, Fundamental 1	Y
Business information systems 1b	BUSY102	5	21	N/A	Y
Financial Accounting 2a	FICC201	6	21	Financial, Accounting 1a & 1b	Y
Financial Accounting 2b	FICC202	6	22	Financial, Accounting 1a & 1b	Y
Cost and Management Accounting 2a	COMA201	6	21	Cost and Management Accounting 1a & 1b	Y
Cost and Management Accounting 2b	COMA202	6	22	Cost and Management Accounting 1a & 1b	Y
Taxation 1	TAXT101	5	22	N/A	Y
Quantitative Techniques 1b	QUTE102	5	22	N/A	Y
Auditing 2a	AUDI201	5	21	Financial, Accounting 1a & 1b	Y
Auditing 2b	AUDI202	5	22	Financial Accounting 1a & 1b	Y

Year 3

Name of module	Module Code	NQF level	Study level (Semester)	Pre-requisite	Exam
Management Accounting 3a	MANA301	6	21	Cost and Management Accountants 2a & 2b	Y
Management Accounting 3b	MANA302	6	22	Cost and Management Accounting 2a & 2b	Y
The Global Environment	GLEN301	6	22	N/A	Y
Community Engagement	COME301	6	22	N/A	Y
Organisational Management 1a	ORGM301	6	21	N/A	Y
Organisational Management 1b	ORGM302	6	22	N/A	Y
Corporate Procedures	CORP301	6	21	Commercial Law for Accountants 2a & 2b	Y
Entrepreneurial Spirit	ESPN101	6	21	Business Fundamentals 1 & 2	Y
Taxation 2a	TAXT201	6	21	Financial Accounting 1a & 1b and Taxation I	Y
Taxation 2b	TAXT202	6	22	Financial Accounting 1a & 1b and	Y
Applied Financial Accounting 3a	APFA301	7	21	Financial Accounting 2a & 2b	Y
Applied Financial Accounting 3b	APFA302	7	22	Financial Accounting 2a & 2b	Y

*C = Compulsory; E = Elective

5.2 ND: Cost and Management Accounting NDCMA3 (Phased out)

MODULES	CODES	*PRE-REQUISITES
Year 1 - Study period 1		
Semester 1		
Financial Accounting I (M1)	FACC113	n/a
Cost Accounting I	CTAC101	n/a
Economics I (M1)	ECMC112	n/a
Business information system (M1)	BISY111	n/a
Communication I	CMUN101	n/a
Semester 2		
Financial Accounting I (M2)	FACC123	n/a
Business Calculations I	BCAL101	n/a

Economics I (M2)	ECMC122	n/a
Entrepreneurial Skills 1	ENSK103	n/a
Commercial Law I	CLAC101	n/a
Year 2 - Study period 2		
Semester 1		
Financial Accounting 2 (M1)	FACC213	FACC113 FACC123
Cost Accounting 2 (M1)	CTAC211	CTAC101
Commercial Law 2 (M1)	CLAC211	CLAC101
Auditing 2 (M1)	AUDT212	FACC113 FACC123
Taxation 1	TAXN102	FACC113 FACC123
Semester 2		
Financial Accounting 2 (M2)	FACC223	FACC113 FACC123
Cost Accounting 2 (M2)	CTAC221	CTAC101
Business information system (M2)	BISY121	n/a
Auditing 2 (M2)	AUDT222	FACC113 FACC123
Commercial Law 2 (M2)	CLAC221	CLAC101
Year 3 - Study period 3		
Semester 1		
Financial Accounting 3 (M1)	FACC313	FACC213 FACC223
Taxation 2 (M1)	TAXN211	TAXN102
Organisational Management 3 (M1)	ORMN311	n/a
Management Accounting 3 (M1)	MGTA312	CTAC211 CTAC221
Corporate Procedures 2	CRPP201	CLAC211 CLAC221
Semester 2		
Financial Accounting 3 (M2)	FACC323	FACC213 FACC223
Taxation 2 (M2)	TAXN221	TAXN102
Management Accounting 3 (M2)	MGTA322	CTAC211 CTAC221
Organisational Management 3 (M2)	ORMN321	n/a
Business Statistics 2	BSTS201	BCAL101



5.3 Diploma: Management Accounting Extended Curriculum Programme DMACEI

NAME OF MODULE	MODULE CODE	NQF	STUDY LEVEL	*PRE-REQUISITES	EXAM
Year 1 - Study period 1					
Semester 1					
Accounting professional practice 1a	ACPR101	5	1	n/a	N
Business Fundamentals 1	BUFU101	5	1	n/a	Y
Cornerstone 101	CSTN101	5	1	n/a	N
Financial Accounting 1a Augmented	FICC101	5	1	n/a	Y
Business Information Systems 1a	BUSY101	5	1	n/a	Y
Semester 2					
Financial Accounting 1b Augmented	FICC102	5	1	n/a	Y
Commercial Law for Accountants 1	COLA101	5	1	n/a	Y
Quantitative Literacy	QTLT101	5	1	n/a	Y
Quantitative Techniques 1a	QUTE101	5	1	n/a	Y
Accounting Professional Practice 1b	ACPR102	5	1	n/a	N
Year 2 - Study period 2					
Semester 1					
Principles of Microeconomics Augmented	PRM1101	5	2	n/a	Y
Cost and Management Accounting 1a Augmented	COMA101	5	2	n/a	Y
Financial Accounting 2a Augmented	FICC201	5	2	Financial Accounting 1a & 1b	Y
Commercial Law for Accountants 2a	COLA201	5	2	Commercial Law for Accountants 1	Y
Business Information systems 1b	BUSY102	5	2	n/a	Y
Semester 2					
Principles of Macroeconomics Augmented	PRMA102	5	2	n/a	Y
Cost and Management Accounting 1b Augmented	COMA102	5	2	n/a	Y
Financial Accounting 2b Augmented	FICC202	5	2	Financial Accounting 1a & 1b	Y
Commercial Law for Accountants 2b	COLA202	6	2	Commercial Law for Accountants 1	Y
Quantitative Techniques 1b	QUTE102		2	n/a	Y
Year 3 - Study period 3					
Semester 1					

Auditing 2a	AUDI201	5	3	Financial Accounting 1a & 1b	Y
Cost and Management Accounting 2a Augmented	COMA201	5	3	Cost and Management Accounting 1a & 1b	Y
Applied Financial Accounting 3a	APFA301	5	3	Financial Accounting 2a & 2b	Y
Values in the Workplace	VWKP101	5	3	n/a	N
Business Fundamentals 2	BUFU201	5	3	Business Fundamentals 1	Y
Semester 2					
Auditing 2b	AUDI202	5	3	Financial Accounting 1a & 1b	Y
Cost and Management Accounting 2 b Augmented	COMA202	5	3	Cost and Management Accounting 1a & 1b	Y
Taxation 1	TAXT101	5	3	n/a	Y
Applied Financial Accounting 3b	APFA302	5	3	Financial Accounting 2a & 2b	Y
Year 4 - Study period 4					
Semester 1					
Taxation 2a	TAXT201	5	4	Financial Accounting 2a & 2b Taxation 1	Y
Management Accounting 3a	MANA301	5	4	Cost and Management Accounting 2a & 2b	Y
Corporate Procedures	CORP301	5	4	Commercial Law for Accountants 2A & 2B	Y
Community Engagement	COME301	5	4	n/a	Y
Organisational Management 1a	ORGM301	5	4	n/a	Y
Semester 2					
Entrepreneurial Spirit	ENSP101	5	4	Business fundamentals 1 & 2	Y
Taxation 2b	TAXT202	5	4	Financial Accounting 2a & 2b Taxation 1	Y
Management Accounting 3b	MANA302	5	4	Cost and Management Accounting 2a & 2b	Y
Organisational Management 1b	ORGM302	5	4	n/a	Y
Global Environment	GLEN301	5	4	n/a	Y

5.4 National Diploma: Management Accounting Extended Curriculum Programme NDCAF2 (Phased out)

MODULES	CODES	*PRE-REQUISITES
Year 1 - Study period 1		
Annual		
Accounting professional practice	APRP101	n/a
Semester 1		
Quantitative Literacy	QTLT101	n/a
Financial Accounting 1 (M1)	FACC113	n/a
Business information system (M1)	BISY111	n/a
Communication 1	CMUN101	n/a
Semester 2		
Financial Accounting 1 (M2)	FACC123	n/a
Business Calculations 1	BCAL101	n/a
Entrepreneurial Skills 1	ENSK103	n/a
Year 2 - Study period 2		
Semester 1		
Financial Accounting 2 (M1)	FACC213	FACC113 FACC123
Economics 1 (M1)	ECMC112	n/a
Cost Accounting 1	CTAC101	n/a
Taxation 1	TAXN102	FACC113 FACC123
Semester 2		
Financial Accounting 2 (M2)	FACC223	FACC113 FACC123
Business information system (M2)	BISY121	n/a
Economics 1 (M2)	ECMC122	n/a
Commercial Law 1	CLAC101	n/a
Year 3 - Study period 3		
Semester 1		
Financial Accounting 3 (M1)	FACC313	FACC213 FACC223
Cost Accounting 2 (M1)	CTAC211	CTAC101
Taxation 2 (M1)	TAXN211	TAXN102
Commercial Law 2 (M1)	CLAC211	CLAC101
Semester 2		
Financial Accounting 3 (M2)	FACC323	FACC213 FACC223

Taxation 2 (M2)	TAXN221	TAXN102
Cost Accounting 2 (M2)	CTAC221	CTAC101
Commercial Law 2 (M2)	CLAC221	CLAC101
Year 4 - Study period 4		
Semester 1		
Organisational Management 3 (M1)	ORMN311	n/a
Management Accounting 3 (M1)	MGTA312	CTAC211 CTAC221
Auditing 2 (M1)	AUDT212	FACC113 FACC123
Corporate Procedures 2	CRPP201	CLAC211 CLAC221
Semester 2		
Organisational Management 3 (M2)	ORMN321	n/a
Auditing 2 (M2)	AUDT222	FACC113 FACC123
Management Accounting 3 (M2)	MGTA322	CTAC211 CTAC221
Business Statistics 2	BSTS201	BCAL101

5.5 Advanced Diploma: Management Accounting: ADMACI (Full time)

MODULES	MODULE CODE	NQF	STUDY LEVEL	PRE-REQUISITES	EXAM
Study period 1					
Semester 1					
Financial Management 4a	FINM401	7	1	N/A	Y
Financial Reporting 4a	FIRP401	7	1	N/A	Y
Management Accounting 4a	MAAC401	7	1	N/A	Y
System and project management 4a	SSPM401	7	1	N/A	Y
Risk Management	RIMA401	7	1	N/A	Y
Semester 2					
Strategic planning	STPL401	7	2	N/A	CONTINUOUS ASSESSMENT
Financial Management 4b	FINM402	7	2	N/A	Y
Financial Reporting 4b	FIRP402	7	2	N/A	Y
Management Accounting 4b	MAAC402	7	2	N/A	Y
System and Project Management 4b	SSPM402	7	2	N/A	Y

Advanced Diploma: Management Accounting: ADMACI (Part time)

MODULES	MODULE CODE	NQF LEVEL	PRE-REQUISITES	STUDY LEVEL	EXAM
Study period 1					
Semester 1					
Financial Management 4a	FINM401	7	N/A	1	Y
Management Accounting 4a	MAAC401	7	N/A	1	Y
System and project management 4a	SSPM401	7	N/A	1	Y
Semester 2					
Financial Management 4b	FINM402	7	N/A	2	Y
Management Accounting 4b	MAAC402	7	N/A	2	Y
System and Project Management 4b	SSPM402	7	N/A	2	Y
MODULES	CODES	NQF LEVEL	PRE-REQUISITES	STUDY LEVEL	ASSESSMENT METHOD
Study period 2					
Semester 1					
Financial Reporting 4a	FIRP401	7	N/A	1	Y
Risk Management	RIMA401	7	N/A	1	Y
Semester 2					
Strategic planning	STPL401	7	N/A	2	Continuous Assessment
Financial Reporting 4b	FIRP402	7	N/A	2	Y

5.6 Post Graduate Diploma in Management Accounting: PGDMAI

Modules	Codes	Assessment method	NQF Level	Pre-requisites
Study period 1				
Semester 1				
Advanced Management Accounting a	AMCC801	Exam	8	N/A
Advanced Financial Reporting	ADFR801	Exam	8	N/A
Financial Markets	PDFM801	Exam	8	N/A
Risk and Project Management a	RAPM801	Exam	8	N/A
Research Methodology	PGRM801	Exam	8	N/A
Semester 2				
Advanced Management Accounting b	AMCC802	Exam	8	Advanced Management Accounting a
Risk and Project Management b	RAPM802	Exam	8	N/A
Advanced Financial Management	ADFM802	Exam	8	N/A

Corporate Governance	PGCG802	Exam	8	N/A
Research Project	PGRP802	Continuous Assessment	8	Research Methodology

6. REGISTRATION AND RE-REGISTRATION RULES

Examinations and Continuous Assessment.

Year marks are awarded for tests written (or orals) and assignments during the academic year. The number and duration of module tests are set out in the module learner guides issued to students at the first lecture.

Course Marks

Each module has a course mark unless performance is evaluated by the continuous evaluation method as approved by Senate.

Eligibility for examinations

A student will be permitted to write the final examination in a module if he/she has obtained a course mark of 40% or more.

RE-REGISTRATION RULES

6.1 Diploma in Management Accounting:

In addition to Rules G14, G16, G17 and G21 the following table is applicable

Year	Minimum credits
1	60
2	128
3	240
4	300

Students shall pass and accumulate the minimum number of credits at the end of each year as indicated in the table above. The projection allows the student to finish his studies at a period of 5 years without intervention. Should a student not achieve the minimum credit indicated in the table below, he/she will not be permitted to register in the subsequent year.:

Appeals

Any student wishing to appeal against:

- the implementation of any rule must do so in the first instance to the relevant Head of Department;
- the decision of a Head of Department must do so via the relevant Executive Dean who will make a final decision.

Maximum Time Allowed for Completion of Qualifications

The maximum duration is five years of registered study. The periods of incomplete study at another institution or department will be included in the assessment..

6.2 National Diploma Cost and Management Accounting: Re-admission to later years of study

In addition to Rule G17, a student must successfully pass 50% or more of the registered modules in order to re-register for the programme

Note: This programme is being phased out and failure to meet the minimum requirements for progression to the next level, may result in students being moved to the Diploma in Management Accounting

Appeals

Students may apply with motivation to the Head of Department, in writing, to be re-considered for re-admission. The Head of Department will make a recommendation to the Faculty Board for a decision.

Maximum Time Allowed for Completion of Qualifications

The maximum duration is five years of registered study. The periods of incomplete study at another institution or department will be included in the assessment

6.3 ADVANCED DIPLOMA: MANAGEMENT ACCOUNTING: ADMAC I

Re-admission to later years of study

In addition to Rule G17, a student must successfully pass 50% or more of the registered modules in order to re-register for the programme.

Appeals

Any student wishing to appeal against:

- (a) the implementation of any rule must do so in the first instance to the relevant Head of Department;
- (b) the decision of a Head of Department must do so via the relevant Executive Dean who will make a final decision.

Maximum Time Allowed for Completion of Qualifications

The maximum duration is two years of registered study. The periods of incomplete study at another institution or department will be included in the assessment

6.4 POST GRADUATE DIPLOMA: MANAGEMENT ACCOUNTING: PGDMAI

Re-admission to later years of study

Full time student who are enrolled for a Post Graduate Diploma must pass all ten modules. In addition to Rule G17, a student must successfully pass 50% or more of the registered modules in order to re-register for the programme.

(In terms of the Higher Education Qualifications Framework (HEQF))

(1) Admission requirements

No person shall be registered for a Postgraduate Diploma unless that person is in possession of an appropriate Advanced Diploma, or Bachelor's Degree, or has been granted status or advanced standing (Rule G10 refers), and complies with Rules G3 and G4, and the rules of the academic department offering the qualification.

(2) Minimum Duration

The minimum duration is one year of registered study.

(3) Maximum duration

The maximum duration is two years of registered study. (Inserted w.e.f. 2013/01)

6.5 MASTER OF ACCOUNTING: MSACMI WARNING OF UNSATISFACTORY ACADEMIC PROGRESS

A student shall be excluded from and refused re-registration:

If there is non-compliance in terms of Rule G24 (2) (b) of the Durban University of Technology's General Handbook.

If the student fails to obtain the qualification within three years after first registering for it the Senate may refuse to renew the students' registration or may impose any conditions, it deems fit. A student may apply to the Executive Committee of the Faculty Board for an extension.

- 6.5.1 If the student does not have an approved research proposal within 6 months of first registration AND submit periodic progress reports. If progress is unsatisfactory, the Faculty Research Committee may elect to de-register the student.

6.5.2 If in the opinion of the supervisor/s and the Faculty Board, the student fails to maintain minimum progress in their research project.

7 MODULE CONTENT

IMPORTANT:

Students must read this section in conjunction with the relevant module learner guides

7.1 DIPLOMA MANAGEMENT ACCOUNTING

SEMESTER 1	SEMESTER 2
YEAR ONE	
<p>Business Information Systems Ia Understand the function of the hardware elements and software of the computer.</p> <ul style="list-style-type: none"> • Describe the special requirements of an enterprise-size organization. • Describe the different phases involved in development of an information system 	<p>Commercial Law for Accountants I</p> <ul style="list-style-type: none"> • Explain the basic framework of the South African Legal system, including the sources of law and the judiciary; • Interpret and apply the general principles of the law of contract; • Interpret and apply the law relating to the contract of sale; • Explain the establishment of representation and its effect in a contract of agency and discuss the extent of liability of an agent; • Explain and apply the legal principles governing delictual liability and unjustified enrichment.
<p>Business Fundamentals I</p> <ul style="list-style-type: none"> • Manage principles of key business aspects such as time and stress within your everyday and academic life. • Develop and apply written and verbal skills for effective interpersonal, group and organisational 	<p>Values in the workplace</p> <ul style="list-style-type: none"> • Identify personal values and how it influences values about others in the context of a diverse workplace. • Understand the interconnections between values, spirituality, ethics, and leadership. • Develop a greater level of social responsibility and demonstrate

<p>communication within business context.</p> <ul style="list-style-type: none"> • Identify and use information from a variety of sources ethically and responsibly. • Demonstrate an awareness of cultural, social justice issues and ethics in the business world. • Apply basic business literacy concepts small businesses. 	<p>appropriate spiritually based values for the workplace.</p>
<p>Cornerstone 101 Identify and critically interrogate particular <i>constructions</i> about themselves and others in the context of a diverse society.</p> <ul style="list-style-type: none"> • Apply communication practices appropriate to higher education. • Demonstrate values of respect, accountability and responsibility in relation to a just society and a sustainable environment 	<p>Quantitative Techniques 1a</p> <ul style="list-style-type: none"> • To perform basic mathematical and financial calculations in the business environment as a mean in assisting in decision making. • To perform the summarizing and analyzing of data in the business environment to assist in decision-making.
<p>Cost and Management Accounting 1a</p> <ul style="list-style-type: none"> • Application of the basic principles of cost classification and terminology. • Define and explain the different terms and concepts in respect of stock holding and administer different stock systems. • Administer remuneration systems. • Classification and analysis of overheads and allocation of overheads by means of 	<p>Cost and Management Accounting 1b</p> <ul style="list-style-type: none"> • Discuss the basic principles of Integrated and Interlocking costing systems • Classification and analysis of overheads and allocation of overheads by means of predetermined rates in Job Costing. • Discuss the cost flow in contracts to determine cost of service • Apply the various concepts in Case studies for decision making purposes.

<p>predetermined rates.</p> <ul style="list-style-type: none"> • Discuss the cost flow in a manufacturing concern determine cost of manufactured products and services. • Apply the Cost-volume-profit analysis as a management tool. 	
<p>Financial Accounting Ia</p> <ul style="list-style-type: none"> • Identify the elements and the effect of transactions on the accounting equation. • Record transactions within the accounting system from source document to conclusion in the financial statements. • Prepare year end procedures including adjustments and closing entries. • Enter transactions using both the perpetual and periodic inventory systems including the recoding of VAT. • Draw up a manufacturing statement to calculate the cost of manufacture of finished goods. • Reconcile the General Ledger Bank account with the Bank Statement. 	<p>Financial Accounting Ib</p> <ul style="list-style-type: none"> • Prepare a set of financial statements for a sole trader using correct disclosure. • Record changes in assets especially the purchase, depreciation and disposal of property, plant and equipment. • Present liabilities in the financial statements showing non-current and current portions. • Understand the difference between the equity of a sole trader, partnership, close corporation and a company. • Prepare accounting records for partnerships with respect to profit sharing, admission of a partners and the liquidation of a partnership. • Record the issue of share capital in a company and its effect on the equity of a company. • Prepare the financial statements of a close corporation.
<p>Principles of Microeconomics</p> <ul style="list-style-type: none"> • Define Economics, the economic problem and its implications. • Use a graphical model to explain how a market economy works, identify the participants in this economy and describe the 	<p>Principles of Macroeconomics</p> <ul style="list-style-type: none"> • Use appropriate models to explain how the macro-economy operates. • Explain macroeconomic objectives and their measurement. • Apply the relevant quantitative analysis to measure the relevant

<p>interrelationships between them.</p> <ul style="list-style-type: none"> • Use demand and supply diagrams to explain how price and output are determined in free and regulated goods markets. • Explain the concept of elasticity and its application in business decisions. • Use demand and supply diagrams to explain how wages and employment are determined in the perfect and imperfect labour markets. • Analyse the cost and revenue structure of a profit maximizing firm. • Evaluate the decisions of firms in perfect and imperfect market structures, both in the short-run and the long-run periods 	<p>economic indicators in the macro-economy.</p> <ul style="list-style-type: none"> • Explain the role of the monetary sector within the macro-economy. • Discuss the role of the government within the mixed economic system. • Explain the interaction between the domestic economy and the foreign sector (international sector).
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YEAR TWO

SEMESTER 1	SEMESTER 2
<p>Auditing 2a</p> <ul style="list-style-type: none"> • Describe the reasons for having an auditor, differentiate between the types of auditors, • Understand the four parts of the Code of professional conduct apply the application of the code and define the fundamental principles. • Identify threats and provide safeguards to address the threats, describe the procedures of pre-incorporation contracts, issuing of shares, financial assistance to directors& removal of directors. 	<p>Auditing 2b</p> <ul style="list-style-type: none"> • Internal controls which are applied in the daily processing of transaction in the business sector, the procedures when good goods are sold on credit and returned by customers, • Understanding the procedures when goods are purchased on credit and returned to suppliers, • Understanding the procedures when inventory is received or manufactured and safely stored, • Understanding the procedures for payment of wages to

<ul style="list-style-type: none"> • Define reportable irregularities. • Define corporate governance. • Understand the role and functions of the board of directors, audit committees, internal audit and the company secretary, • Describe the steps that lead to the audit process, Understand the fundamental reasons for obtaining evidence and explain the terms sufficiency, appropriate, 	<p>employees and understanding the various types of fraud than can occur in the cycle.</p>
<p>Business Fundamentals 2</p> <ul style="list-style-type: none"> • Conduct independent research using several methods & sources. • Develop a sense of environmental awareness & responsibility through exposure to trends in sustainable environmental practice. • Explain the environmental impact & ethical implications of decisions taken at the organisational level. • Use established conventions of academic writing to prepare a basic business plan. • Explain perspectives on value, respect and appreciate diversity & difference in local, regional, national and global context. • Develop an awareness of link between technology & 	<p>Quantitative Techniques 1b</p> <ul style="list-style-type: none"> • Perform financial calculations in the business environment as a means of assisting in decision making. • Perform the forecasting of future levels of activities by means of time series analysis and linear regression and correlation analysis in the business environment to assist in decision making. • Determine the reliability and certainty of generalizing sampling findings from a survey to estimate parameters in the target population through probability concepts and probability distributions in the business environment to assist in decision making. • Generalize sample findings to their target population through statistical estimation

<p>society.</p>	<p>and hypothesis testing in the business environment to assist in decision making.</p>
<p>Business Information Systems 2</p> <ul style="list-style-type: none"> • Demonstrate a basic understanding of the structure and use of computer networks in business • Demonstrate the ability to use Web 2.0 technologies • Discuss the impact of Web 2.0 services on small businesses • Discuss potential computer risks and the methods of safeguarding against these risks (risks with regards to organizations, individuals, and health and ethical issues in an information system) • Discuss methods for maintaining high-quality data, organizing them in a database and assessing the quality of valuable information • Describe the special requirements of an enterprise-size organization • Describe the different phases involved in development of an information system 	<p>Taxation I</p> <ul style="list-style-type: none"> • Determine the components of gross income. • Identify and apply all the special inclusions for individuals. • Determine which incomes are exempt for individuals. • Apply the general deduction formula, for individuals. • Compute the tax due by or due to an individual. • Calculate the value of fringe benefits received for an individual. • Apply and discuss Capital Gains Taxation in a relation to individuals. • Complete the tax return for an individual.
<p>Commercial Law for Accountants 2a</p> <ul style="list-style-type: none"> • Outline the law relating to a contract of lease and apply the information to practical situations and find solutions to problems; • Implement the legal provisions relating to the various forms 	<p>Commercial Law for Accountants 2b</p> <ul style="list-style-type: none"> • Explain the nature, legal status and administration of business organisations • Explain the law relating to the financing and management of companies limited by shares.

of payment, including negotiable instruments, electronic data interchange and electronic fund transfers, as well as the legal implications of e-commerce and apply the information to practical situations and find solutions to problems;

- Analyse the law relating to insurance and apply the information to practical situations and find solutions to problems;
- Explain the law relating to the various forms of security and apply the information to practical situations and find solutions to problems.
- Implement the legal provisions set out in the National Credit Act 34 of 2005 and the Consumer Protection Act 68 of 2008, and apply the information to practical situations and find solutions to problems;
- Outline the provisions relating to employment contracts, the Basic Conditions of Employment Act 75 of 1997, the Occupational Safety Act 85 of 1993 and related labour legislation;
- Outline the principles relating to the various intellectual property rights in South Africa; and

- Understand the capital maintenance principles and the purpose for which shares are issued, redeemed or purchased and the principles of corporate finance in general.
- Explain the appointment, retirement and removal of directors and other prescribed officers of the company.
- Understand the concept of “group of companies”, fundamental transactions and takeovers.
- Explain the business rescue and compromise proceedings, and remedies, South African enforcement agencies and alternative dispute resolution processes.

<ul style="list-style-type: none"> • Outline the principles governing sequestration and insolvent estates in so far as they relate to the rights of a creditor. 	
<p>Cost and Management Accounting 2a</p> <ul style="list-style-type: none"> • Analyse data and prepare variable budgets and report on performance management • Demonstrate an understanding on contracts and calculate the profit or loss • Reconciliation of Cost profits with Financial profits in an interlocking and integrated accounting system • Calculation of Total Job costs and the application of over and under applied Overheads 	<p>Cost and Management Accounting 2b</p> <ul style="list-style-type: none"> • Demonstrate competency in the operation of process costing systems with equivalent units and normal and abnormal losses. • Demonstrate competency in operation of process costing systems with joint and by products • Draw up income statements according to the direct and absorption costing methods • Demonstrate the ability to use pricing decisions • Demonstrate the ability to implement a standard costing system
<p>Financial Accounting 2a</p> <ul style="list-style-type: none"> • Display a thorough knowledge and application of the Conceptual Framework • Prepare and present financial statements in compliance with Generally Accepted Accounting Practice and International Financial Reporting Standards. • Display a thorough understanding of maintaining proper records pertaining inventory for different types of entities (i.e. Service, retail 	<p>Financial Accounting 2b</p> <ul style="list-style-type: none"> • Display a thorough knowledge and application of the Conceptual Framework • Prepare and present financial statements in compliance with Generally Accepted Accounting Practice and International Financial Reporting Standards • Display a thorough knowledge of the preparation of the Statement Cash Flows. • Demonstrate an understanding of accounting for Foreign

<p>and Manufacturing).</p> <ul style="list-style-type: none"> • Display an understanding of the treatment of shares in accordance with the new companies act of 2008. 	<p>Exchange Transactions.</p> <ul style="list-style-type: none"> • Demonstrate an ability to perform the annual indicator reviews and accounting for assets impairment losses
YEAR THREE	
SEMESTER 1	SEMESTER 2
<p>Applied Financial Accounting 3A</p> <ul style="list-style-type: none"> • Apply the conceptual framework of the IASB using an integrated knowledge of International Financial Reporting Standards. • Demonstrate an ability to produce and analyse financial statements in compliance with generally accepted Accounting Practice and IFRS. • Demonstrate an ability to present and evaluate a statement of cash flows • Apply IFRS to compute, disclose and report on basic earnings per share, dividends per share and headline earnings per share • Differentiate finance and operating leases and calculate and disclose the elements related thereto in terms of IFRS. 	<p>Applied Financial Accounting 3B</p> <ul style="list-style-type: none"> • Discuss the purpose of financial reporting by applying analysis and interpretation techniques to financial statements • Identify and execute the requirements of IAS27 to prepare group financial statements/ consolidated financial statements in conformity with International Financial Reporting Standards (IFRS) and generally accepted Accounting practice (GAAP). • Apply valuations in respect of a security or business using an asset based or income based valuation in the applicable circumstances. • Incorporate changes in the form of capital structure of an entity in accordance with the objectives to be achieved and legal constraints as applicable to reconstructions and liquidations.
<p>Management Accounting 3a</p> <ul style="list-style-type: none"> • Discuss, calculate, prepare and 	<p>Management Accounting 3b</p> <ul style="list-style-type: none"> • Discuss and apply the relevant

<p>evaluate fixed and flexible operational and cash budgets</p> <ul style="list-style-type: none"> • Discuss the use of budget reports to evaluate performance • Application of IT in the budget process • Calculate and analyse all variances associated with standard costing • Record and reconcile the standard costing bookkeeping system • Apply and discuss the experience and learning curve • Apply Resource Planning. 	<p>costs for both short-term and long-term decision making</p> <ul style="list-style-type: none"> • Apply and discuss the linear programming model • Application of project management techniques and tools in cost and management accounting • Evaluate projects using investment appraisal techniques with both quantitative and qualitative factors
<p>Organisational Management Ia</p> <ul style="list-style-type: none"> • Discuss the concepts of management • Discuss the different types of organisational charts/organograms • Identify and apply the principles of Coordination • Discuss and apply the principles of Leadership, Motivation, Organisational Power and Organisational Politics. • Determine the various conflict management techniques and methods to resolve workplace conflict based on various factors 	<p>Organisational Management Ib</p> <ul style="list-style-type: none"> • Discuss the various job analysis methods and the contribution thereof to workplace planning • Determine the planning, implementation and evaluation of placement strategies in the organisation • Implement the various labour legislation that impacts on the administrative role and function of Human Resource Management in the workplace • Discuss the principles and processes of performance management • Apply the various conflict management techniques and methods to resolve workplace conflict based on various factors.
<p>Taxation 2a</p> <ul style="list-style-type: none"> • Apply an integrated knowledge of general and special tax deductions 	<p>Taxation 2b</p> <ul style="list-style-type: none"> • Compute the value added tax payable or refundable by a vat

<p>and related allowances and provisions.</p> <ul style="list-style-type: none"> • Identify, analyse and calculate tax liability • Prepare and complete appropriate and well-formed tax returns in compliance with legislation • Discuss the various legal entities and the tax implications for those entities. 	<p>registered vendor</p> <ul style="list-style-type: none"> • Discuss VAT vendor processes. • Compute income tax payable for a taxpayer (who operates a business) who has had capital gains transactions during the year of assessment. • Compute taxation of small and micro businesses • Discuss and Apply Tax Avoidance and Tax Evasion legal provisions • Apply the key Sections of the Tax Administration Act
<p>Community Engagement <i>(This module is part of the general education component of the programme)</i></p> <ul style="list-style-type: none"> • Demonstrate how to apply community engagement principles for the improvement of society. • Work effectively in a diverse group to plan a community engagement project. • Work effectively in a diverse group to implement a community engagement project. • Work effectively in a diverse group to evaluate a community engagement project. 	<p>Entrepreneurial Spirit</p> <ul style="list-style-type: none"> • Express ideas and technical details clearly via written reports, communications media, and speech • Show an ability to plan and identify appropriate resources and manage a project through to completion • Demonstrate creativity and innovation by working productively in a laboratory or field setting both as an individual and as a group • Develop a perspective of the global marketplace. • Engage with contemporary ICTs for example social media and web technologies
<p>Corporate Procedures</p> <ul style="list-style-type: none"> • Understand the need for and the requirements for a valid meeting • Outline the role of the chairman in a meeting • Understand the importance of 	<p>The Global Environment</p> <ul style="list-style-type: none"> • Differentiate between various types of environmental pollution and its impact (social, economic and personal) • Describe the social, economic

quorum in a meeting

- Discuss the role and benefits of an agenda
- Have Knowledge of motions and resolutions
- Explain procedure and types of voting
- Understand the procedure for the taking and keeping minutes
- Identify the various types of meetings in the corporate world
- Understand the procedure of forming and managing a company
- Describe the role of directors in a company
- Explain the role and duties of the Company Secretary
- Describe the borrowing powers of the company
- Explain the termination of the company
- Describe the way in which Stock Exchange operates
- Define Corporate Governance
- Explain the interaction of the corporate governance with business ethics and company law
- Describe the history of Corporate Governance internationally
- Distinguish between detailed rules based and principle based approaches to Governance
- Explain the effect of corporate

and environmental impact of human population growth

- Explain the consequences of climate change on human health, natural resources and biodiversity
- Identify the inter-relationships between sustainable development, social responsibility, economic development and environmental protection.

<p>Governance on directors 'powers and duties</p> <ul style="list-style-type: none"> • Describe different board structures, the role of the board and corporate social responsibility • Describe the types of policies and procedures that constitute best practice • Explain the regulatory governance framework for companies and benefits to stakeholders 	
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7.2 DIPOMA IN MANAGEMENT ACCOUNTING (ECP)

SEMESTER 1	SEMESTER 2
<p>ACCOUNTING PROFESSIONAL PRACTICE 1a</p>	<p>ACCOUNTING PROFESSIONAL PRACTICE 1b</p>
<p>QUANTITATIVE LITERACY</p> <ul style="list-style-type: none"> • Communicating effectively using visual, accounting and language skills in the modes of oral and/or written persuasions. • Working effectively with others in a team in collecting and processing data. • Identifying and solving basic problems in which responses display responsible conduct. • Collecting and organizing information. • Demonstrating an understanding of the dynamics between the micro- and 	

<p>intermediate environments as a set of related systems by recognizing that basic problem solving does not exist in isolation.</p> <ul style="list-style-type: none"> Organizing and managing oneself and one's activities responsibly and effectively as a member of the financial/management team. 	
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7.3 ADVANCED DIPLOMA: MANAGEMENT ACCOUNTING

SEMESTER 1	SEMESTER 2
<p>FINANCIAL MANAGEMENT 4a</p> <ul style="list-style-type: none"> Introduction/overview to Financial Management Time value of money Valuation of bonds and shares Risk and Return Portfolio Management Dividend Policy Analysis and Interpretation of Financial statements 	<p>FINANCIAL MANAGEMENT 4b</p> <ul style="list-style-type: none"> Cost of Capital Capital Budgeting Sources of Finance Working Capital Management Mergers and Take-overs International Financial Management
<p>FINANCIAL REPORTING 4a</p> <ul style="list-style-type: none"> Conceptual Framework IASI presentation of financial statements Taxation Earnings per share Interpretation of financial statements 	<p>FINANCIAL REPORTING 4b</p>
<p>MANAGEMENT ACCOUNTING 4a</p> <ul style="list-style-type: none"> Measuring Relevant Cost & 	<p>MANAGEMENT ACCOUNTING 4b</p> <ul style="list-style-type: none"> Outlining the historic development of management accounting

<p>Revenues for Decision making</p> <ul style="list-style-type: none"> • Theory of constraints and the concept of Synchronous manufacturing • Risk and Uncertainty • Operational control and performance measurement • Divisional performance Evaluation • Transfer Pricing 	<ul style="list-style-type: none"> • Discuss the history of management accounting. • Explaining the current developments in management accounting. • Critically evaluate how new developments may be expected to create value for organization in the future (eg beyond budgeting and environmental management accounting. • Applying sound management accounting knowledge, principles and practice in advising any organization in its long-term plan. • Critically assess a simulated organization situation and provide relevant input into the organisation's decision-making process.
<p>RISK MANAGEMENT</p> <ul style="list-style-type: none"> • Identification, classification and evaluation of risk • Responses to strategic risk • Internal controls to manage risk 	<p>STRATEGIC PLANNING</p> <ul style="list-style-type: none"> • Explain the concept of strategy • Identify organization stakeholders and their influence on the organization • Evaluate and appraise international issues, competitive forces and data for environmental analysis • Identify and evaluate strengths, weaknesses, opportunities and threats of an organization • Evaluate appropriate control measures and the use of multidimensional models of performance measurement and the use of shareholder value analysis • Identify problems in strategic performance measurement

<p>SYSTEMS AND PROJECT MANAGEMENT 4a</p> <ul style="list-style-type: none"> • Project Management • Management of quality • Auditing of Activities and Systems • Audit Cycles 	<p>SYSTEMS AND PROJECT MANAGEMENT 4b</p> <ul style="list-style-type: none"> • Information Technology and Systems • Control of Activities and resources • Business Analysis
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7.4 POST GRADUATE DIPLOMA: MANAGEMENT ACCOUNTING

SEMESTER 1	SEMESTER 2
<p>ADVANCED FINANCIAL MANAGEMENT</p> <ul style="list-style-type: none"> • Role of senior financial adviser in the multinational organisation: • Financial Management environment • Acquisitions and mergers • Corporate reconstruction and re-organisation • Treasury and advanced risk management techniques 	<p>ADVANCED FINANCIAL REPORTING</p> <ul style="list-style-type: none"> • Consolidations IFRS 10- IAS 28; • Disclosure of Financial Statements including, Deferred Tax and Leases • IAS 1, IAS 32, IAS 17, IAS 12, IFRIS 16 • Accounting for Government Grant IAS 20 Income based and Asset based grant • Cash Flow Statements IAS 7
<p>ADVANCED MANAGEMENT ACCOUNTING A</p> <ul style="list-style-type: none"> • Integration of the following through case studies: • Cost accounting systems • Budgeting • Short-term decision making • Cost planning and analysis for competitive advantage • Control and performance management of responsibility centres 	<p>ADVANCED MANAGEMENT ACCOUNTING B</p> <ul style="list-style-type: none"> • Application of management accounting and finance to critically assess a simulated organizational situation and provide relevant input into the organisation’s decision-making process based on the following: <ul style="list-style-type: none"> – Long-term decision making – Management control, risk and uncertainty with cash flows and capital investment decisions – Strategy and integrated reporting
CORPORATE GOVERNANCE	FINANCIAL MARKETS

<ul style="list-style-type: none"> • Corporate Governance Framework • Role and Responsibilities of Directors • History of Corporate Governance Scandal • International Corporate Governance Perspectives • Corporate Governance reporting and Recommendations • Principles of Good Governance 	<ul style="list-style-type: none"> • An introduction to financial markets • Stock exchange market • International financial markets
<p>RESEARCH METHODOLOGY</p> <ul style="list-style-type: none"> • An introduction to various sources of data • Model Specification • Data Analysis Techniques • Analysis tools and Different Statistical Packages (An Understanding of) • Interpretation of Data Analysis 	<p>RESEARCH PROJECT</p> <ul style="list-style-type: none"> • Formulate title of research project within the module discipline. • Introduction and background. • Literature review. • Appropriate methodology. • Analysis of findings. • Conclusions and recommendations
<p>RISK AND PROJECT MANAGEMENT A</p> <ul style="list-style-type: none"> • An introduction to the risks within the organisation and project management • Managing the risks associated within the finance function • Managing the risks associated with technology and information • Managing the risks associated with Human Resources and Operations Management 	<p>RISK AND PROJECT MANAGEMENT B</p> <ul style="list-style-type: none"> • An introduction to strategic management and assessing the global environment • The human aspects of the organisation • Managing relationships • Managing change through projects • Managing risks associated with cash flows • Managing risks associated with capital investment decisions

PHASE OUT QUALIFICATIONS:

7.5 NATIONAL DIPLOMA IN COST AND MANAGEMENT ACCOUNTING (NDCMA3)

AUDITING 2

Module 1

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.

Module 2

Understand the framework for internal control and internal control evaluation.

Understand the framework for internal audit.

Awareness of the process of reporting audit findings.

BUSINESS INFORMATION SYSTEMS I

Module 1

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.

BUSINESS INFORMATION SYSTEMS I

Module 2

Understand the role of the computer in an e-commerce trade cycle.

Use the computer as a word-processing tool.

Use the computer as a spreadsheet tool.

Use the computer as an accounting tool.

COMMERCIAL LAW FOR ACCOUNTANTS I

Module 1

Understand the SA legal framework.

Understand the rules relating to the interpretation of statutes.

Understand and apply knowledge of principles relating to the law of contract. Understand the legal principles relating to Contract of Sale.

Understand and apply knowledge of principles relating to the law of agency.

COMMERCIAL LAW FOR ACCOUNTANTS 2

Module 1

Know and understand the most important principles and sections of the

Credit Agreements Act 75 of 1980.

Understand the objectives of the Usury Act of 1968. Understand the contract of lease.

Understand the legal principles relating to negotiable instruments.

Understand the law relating to insolvency.

Understand and apply the principles relating to the different forms of security. Understand and apply the principles relating to law of insurance.

COMMERCIAL LAW FOR ACCOUNTANTS 2

Module 2

Know and apply the law relating to companies

Understand and apply provisions of the Close Corporations Act 69 of 1984.

Know partnerships as a business form.

COMMUNICATION SKILLS

Effectively apply communication principles to a variety of communication activities, contexts and resolving problems.

Demonstrate verbal and written communication skills.

COST ACCOUNTING 1

Module 1

Understand the basic principles of cost classification and terminology.

Define and understand the different terms and concepts in respect of stock holding and administer different stock systems.

Administer remuneration systems.

Classification and analysis of overheads and allocation of overheads by means of predetermined rates.

Understand the cost flow in a manufacturing concern.

Determine the cost of manufactured products and services. Use the cost-volume-profit analysis as a management tool.

COST ACCOUNTING 2

Module 1

Administer an integrated accounting system and a cost ledger accounting system. Operate a basic job-costing system.

Administer contract accounts. Draw up fixed and flexible budgets.

Module 2

Demonstrate competency in the operation of process costing systems with equivalent units and

normal and abnormal losses.

Demonstrate competency in the operation of process costing systems with joint and by products.

Demonstrate competency in preparing income statements according to direct and absorption costing methods.

Demonstrate the ability to use pricing decisions.

Demonstrate the ability to implement a Standard Costing system.

ECONOMICS I

Module 1

Discuss the study of the economic problem and show how it is manifested in the different participants in the economy.

Discuss different ways in which societies can solve this economic problem through economic systems.

Discuss, illustrate and analyse the individual, as well as market, demand and supply curves and discuss price determination and equilibrium in the market.

Calculate, analyse and discuss all related aspects regarding the price elasticity of demand and supply, income elasticity and cross elasticity.

Determine consumer equilibrium using the utility approach.

Determine consumer equilibrium using the indifference approach.

Define, discuss and calculate the concepts regarding the production function of a producer as well as different costs of the producer over the short and long term.

Differentiate between the different revenue concepts and discuss and illustrate the profit maximisation in a perfect competitive market.

Determine profit maximisation in an imperfect competitive market for the various market forms.

ECONOMICS I

Module 2

Discuss international economic markets by referring to international trade, balance of payments, restrictions to trade and international trade organisations.

Analyse the role of government in the economy and evaluate the application of fiscal policy.

Analyse the monetary sector's role into the economy and evaluate the application of monetary policy by the central bank.

Differentiate, define, calculate and interpret national income accounting figures.

Derive and present graphically the macro-demand curve using the components of total expenditure.

Analyse and evaluate the two major causes of economic instability, namely

unemployment and inflation.

Identify current economic issues and indicate how to address them.

FINANCIAL ACCOUNTING I MODULE 1

Financial Reporting as specified in AC000

Identify overall objectives of Financial Reporting

Define elements of financial statements related to measurement

Define and advise the qualitative characteristics of financial information Identify and apply recognition and measurement

Explain the need for a conceptual framework Explain the meaning of GAAP

Prepare basic financial reports Practical

Practical work shall consist of tutorial and self-study assignments on all sections of the syllabus.

FINANCIAL ACCOUNTING, I MODULE 2

Statement of Changes in equity: Sole Trader - changes in capital Partnership
Close Corporations Company

Change in ownership:

Sole trader - dissolution of entity Partnership - entry and retirement

Close Corporations - entry of new member AC Statements

AC101 AC108 AC123 AC128

Practical

Practical work shall consist of tutorial and self-study assignments on all sections of the syllabus.

FINANCIAL ACCOUNTING 2 Module 1

AC101 - Presentation of Financial

Statements AC108 - Inventory

AC123 - Property, Plant &

Equipment AC128 -

Impairments of Assets AC107 -

Events after the balance sheet

AC112 - Foreign exchange

AC129 - Intangibles

AC130 - Provisions and contingencies

Practical

Practical work shall consist of tutorial and self-study assignments on all

sections of the syllabus. Computer applications

FINANCIAL ACCOUNTING 2

Module 2

AC101 - Presentation of Financial

Statements AC108 - Inventory

AC123 - Property, Plant &

Equipment AC128 -

Impairments of Assets AC107 -

Events after the balance sheet

AC111 – Revenue AC112 -

Foreign exchange AC129 -

Intangibles

AC130 - Provisions and

contingencies AC118 - Cash

Flow Statements

Practical

Practical work shall consist of tutorial and self-study assignments on all sections of the syllabus. Computer applications

TAXATION I

Module I

Establish what is taxable income.

Determine and calculate the taxation of persons other than companies. Apply the provisions relating to non-resident taxpayers.

Determine and calculate employees' tax and provisional tax. Identify and value fringe benefits and allowances.

ENTREPRENEURIAL SKILLS

Develop an understanding of the basic business and economic principles by identifying & justifying the relationship between business & economic principles.

The basic functions of the enterprise and how they relate.

Create, maintain and enhance a culture of entrepreneurship.

BUSINESS CALCULATIONS

Basic mathematics

Summarising and analysing data. Index numbers.

Business Statistics 2

Financial calculations / mathematics.

Forecasting

Correlation and Regression

Time Series Probability

Probability concepts

Probability distributions

Sampling Theory

Business Taxation 2

Module 1

Establish what is taxable income.

Determine and calculate the taxation of persons other than companies partnerships.

Determine and calculate the taxation of companies, close corporations and labour brokers.

Establish what trading stock is and deemed trading stock.

Determine and calculate lump-sum benefits from employment.

Comply with the general provisions.

Module 2

Determine the taxation of farming operations.

Understand the concept of value-added tax.

Determine and calculate output tax.

Determine and calculate input tax.

Identify and calculate the value added tax adjustments.

Comply with value-added tax administration.

Understand the concept of value-added tax avoidance.

Identify and apply value added tax provisions.

Determine the taxation from capital gains tax in terms of the 8th schedule.

Corporate Procedures 2

Know and understand the general principles of corporate law. Know and understand the procedure of meetings

Financial Accounting 3

Module 1

Identify overall objectives of financial reporting, the specific information needs of equity investors, and the general information needs of other users.

Define the elements of financial statements related to the measurement of financial position and performance and apply to the presentation of financial reports.

Define and advise the qualitative characteristics financial information

Identify and apply recognition and measurement criteria to financial statements. Explain the need for a conceptual framework and for standards of financial reporting.

Identify the statutory disclosure requirements, and explain the meaning of fair presentation

Module 2

Apply techniques to account for associates, subsidiaries and joint ventures

Incorporate changes in the form or capital structure of an entity in the financial statements in accordance with the objectives to be achieved and the legal constraint.

Demonstrate the purpose of financial reporting by applying analysis and interpretation techniques to financial statements

Management Accounting 3

Module 1

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 behavioural implications of planning and budgeting Explain the use of IT in the budget process

Analyse, calculate and interpret operational variances

Prepare reports using a range of benchmarks and evaluate the results Explain the behavioural 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

Module 2

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

Organisational Management 3

Module 1

Basic concepts of management.

Understand and apply the principles of planning.

Demonstrate the different types of organisational charts/organograms. Define and apply the concepts of delegation and span control.

Identify and apply the principles of co-ordination.

Identify the main sources of organisational power and the use of organisational politics. Identify the sources of job satisfaction and their effect on the organisation.

Understand and apply the principles of leadership. Identify and apply the principles of motivation.

Identify modern trends of management and their effects on the parties concerned. Understand the factors influencing organisational change, conflict and organisational development. Define and identify control/monitoring measures.

Module 2

Understand and apply the strategic human resources planning process. Understanding the human resource function and its effect on the organization. Understand the designing of jobs and its effect on the organization structure. Understand and apply the recruitment and selection of staff

Identify and apply appropriate appraisal systems.

Identify the rewards open to staff, their appropriateness and effectiveness. Identify staff movements in an organization and their effects on staff.

Identify and apply the options open to managers in staff training and development.

Understand the legislation affecting management and staff.

Identify and deal with the effects of change in the organization.

NATIONAL DIPLOMA: COST & MANAGEMENT ACCOUNTING (EXTENDED CURRICULUM PROGRAMME)

MODULES AS PER 7.5 AND THE FOLLOWING ADDITIONAL MODULES:

Accounting Professional Practice

This module provides development in two aspects, viz. Higher Education Literacies and Information Literacy. In this module, students will develop the values, attitudes, ways of thinking and behaving, beliefs and ways of interacting of Higher Education.

Learners will be able to:

- be responsible citizens, by helping them develop and apply a variety of personal management and self-reliance skills;
- apply the language used in the academic contexts;
- write academic texts in a style appropriate to their field of study;
- communicate effectively in an academic context, by interacting with lecturers and peers.
- to recognize and define information needs
- to identify and use a variety of information sources
- to recognise that information is organised in a variety of ways in order to be easily accessible
- to develop a search strategy to find relevant information
- to evaluate and select relevant sources according to set criteria
- to use information ethically and responsibly

This module will be run over the entire academic year at 4 periods per week. The course is evaluated using continuous assessment. Assessments include the following

- class tests
- portfolios
- presentations and
- an integrated project

Because it is continuous assessment learners are expected to work consistently in order to pass.

Quantitative Literacy

Learners will be able to:

- use numbers to quantify and solve problems in their daily lives as well as the field of commerce;
- recognize the relationships represented by different graphs;
- convert from one measure to another e.g. currencies, time etc.;
- develop reasoning based on elementary mathematics, word problems.