



**QUALIFICATION: Postgraduate Diploma in Accounting (SAQA ID: 108930; NQF Level 8)**  
**MODE OF DELIVERY: DISTANCE LEARNING ONLINE**

This document should be read together with the  
information at <http://OnlineCTA.milpark.ac.za>

## DESCRIPTION

### PROGRAMME PURPOSE

The Postgraduate Diploma in Accounting (PGDip (Accounting)) is designed for graduates who would like to study further at a postgraduate level with the goal of ultimately qualifying as a Chartered Accountant (CA(SA)).

The PGDip (Accounting) is designed to:

- enhance students' employability and entrepreneurial ability.
- strengthen, deepen and synthesise students' knowledge of accounting disciplines.
- prepare students for a career as proficient Chartered Accountants.

The qualification is aligned with the competency framework and curriculum requirements of the South African Institute of Chartered Accountants (SAICA). It is also designed to prepare students to write SAICA's first qualifying examination (the Initial Assessment of Competence, or IAC) on the path to qualifying as a Chartered Accountant. The PGDip (Accounting) focuses on areas that have not been covered at an undergraduate level, and revises and integrates those that have.

The PGDip (Accounting) has four compulsory modules, namely Financial Reporting, Taxation, Management Accounting & Finance, and Corporate Governance & Auditing.

### PROGRAMME OUTCOMES

Upon successful completion of this programme, students will be able to:

- Demonstrate a comprehensive knowledge of accounting disciplines through critical and creative thought, problem-solving and holistic analysis in an innovative and changing environment.
- Apply International Financial Reporting Standards (IFRS) in preparing and analysing individual and group financial statements.

- Apply management accounting and financial management principles in order to provide useful and context-specific advice that assists in financial decision-making.
- Apply advanced knowledge of the Income Tax Act, the VAT Act, the Estate Duty Act, the Tax Administration Act and SARS' Practice Notes to calculate taxable income and tax liabilities and provide detailed explanations of appropriate tax principles.
- Apply advanced knowledge of external auditing, including taking account of the legal and regulatory environment that governs auditors.
- Demonstrate an advanced understanding of ethical behaviour required of a chartered accountant and a citizen.
- Apply advanced knowledge of business risk management, corporate governance and strategy.

## PROGRAMME STRUCTURE

Module name	Compulsory/Elective	Credits
Financial Reporting FREP01-8	Compulsory	30
Taxation TAXA01-8	Compulsory	30
Management Accounting & Finance MACF01-8	Compulsory	30
Corporate Governance & Auditing CGAU01-8	Compulsory	30

## MODULE DESCRIPTIONS

### Financial Reporting FREP01-8

This module focuses on the application of International Financial Reporting Standards (IFRS), at an advanced level, in preparing, critically evaluating and interpreting financial statements. This includes content relating to all aspects of businesses' financial statements, both at an individual financial statement level and at a group financial statement level. The module aims to develop students' conceptual reasoning and analysis skills through the application of financial reporting principles to authentic business and economic scenarios in order that students are prepared for the level of problem-solving, creativity, learning, resilience and adaptation required in the working world for them to lead and add value. The module prepares students to be effective financial accountants as an integral part of performing the role of an entry-level chartered accountant.

### Taxation TAXA01-8

This module focuses on the advanced application of taxes and duties levied in accordance with the Income Tax Act, the Estate Duty Act, the Value-Added Tax Act, the Tax Administration Act and SARS' practice notes. This includes content relating to taxation of companies, trusts and individuals. The module aims to develop students' conceptual reasoning and analysis skills through the application of taxation principles to authentic business and economic scenarios in order that students are prepared for the level of problem-solving, learning, resilience and adaptation required in the working world for them to lead and add value. The module equips students with a broad and detailed knowledge of taxation as an integral part of performing the role of an entry-level chartered accountant.

## **Management Accounting & Finance MACF01-8**

This module focuses on providing practical tools to support applied and advanced analytical reasoning and contribute to effective financial management and decision-making in the context of real-world scenarios. The module draws on a broad understanding of the economy and risk management, and includes content related to financial decision-making, financial structuring, budgeting and valuations. The module aims to develop students' conceptual reasoning and analysis skills through the application of management accounting and finance principles to authentic business and economic scenarios in order that students are prepared for the level of problem-solving, creativity, learning, resilience and adaptation required in the working world for them to lead and add value. The module prepares students to be effective decision-makers and financial managers as an integral part of performing the role of an entry-level chartered accountant.

## **Corporate Governance & Auditing CGAU01-8**

This module provides a comprehensive background to the external audit process (including different types of external audits), corporate governance and company-related legislation that can be applied to various business scenarios. The content focuses on the audit process, computer auditing, the legal and regulatory environment and corporate governance. The module aims to develop students' conceptual reasoning and analysis skills through the application of corporate governance and auditing principles to authentic business and economic scenarios in order that students are prepared for the level of problem-solving, creativity, learning, resilience, ethical behaviour and adaptation required for them to lead and add value in the working world. The module prepares students to be an effective external auditor as an integral part of performing the role of an entry-level chartered accountant.

## **ADMISSION REQUIREMENTS**

The minimum admission requirement for the PGDip (Accounting) is a SAICA-accredited Bachelor of Commerce degree or SAICA-accredited bridging programme, with a gap from the year of completion of no greater than last three years. (For example, a student wishing to start the PGDip (Accounting) in February 2025 should have completed their SAICA-accredited undergraduate degree or bridging programme no later than the end of 2021.)

Generally, any gaps in study longer than three years result in students struggling if they enter the PGDip (Accounting) directly, and we therefore require that such students first complete our six-month Bridging programme before advancing to the PGDip (Accounting).

Meeting the minimum admission criteria does not lead to automatic acceptance. A limited number of students are enrolled each year according to an analysis of their academic history and propensity for success (refer to the factors considered), as well as the institution's enrolment plan and the available capacity in respect of teaching infrastructure and human resources.

Students will be selected based on a combination of the following criteria:

- Average mark across major NQF 7 modules in the undergraduate degree – the higher the marks, the better.
- Time taken to complete the undergraduate degree – the shorter the time taken, the better.
- Any academic inactivity in accounting-related studies – ideally, students should have no gaps in study and they should be up to date with the latest legislation. Generally, any gaps in study longer than three years result in students struggling if they enter the PGDA directly, and we therefore require that they first complete our six-month Bridging programme.
- Average mark across modules if previously attempted a PGDip (Accounting)/CTA programme – generally, having attempted a CTA before is an advantage if the average was above 36%.

*As this is an online programme, there are important IT hardware and software to which students must have access.*

### **Other / International certificates**

Given the requirement for students to have completed a SAICA-accredited qualification to gain entrance to the PGDip (Accounting), it is not expected that students with foreign qualifications will be eligible for this programme.

### **Recognition of Prior Learning (RPL) applications**

In exceptional cases, admission may take place via RPL. RPL applicants must have a minimum of 10 years of employment experience in the field of accounting and must be able to demonstrate up-to-date knowledge of and application of **all** relevant legislation (tax, accounting, external auditing and governance).

RPL applicants would need to provide:

- a detailed curriculum vitae; and
- a one-page statement explaining how the above criteria are met.

In addition, an applicant may be required to present him/herself for an interview with the Head of Department. RPL applicants may also be required to prove their competence via an admission test.

### **RULES OF PROGRESSION**

To complete the PGDip (Accounting), all four modules must be passed.

To progress to SAICA's IAC, all four modules must be passed in the same exam sitting (which comprises a single summative exam sitting and the supplementary exam sitting immediately thereafter).

## DURATION

Students have a choice with reference to workload (i.e. full or half), depending on the time they have available for studies on a weekly basis – i.e. the selection of a workload is based on the time that a student has available each week to commit to their studies, NOT on their academic strength. Both workloads are completely flexible in that the time required to complete the weekly requirements can be inside and/or outside business hours.

The programme can be completed in a minimum of one year and a maximum of three years.

To complete the programme in the minimum one-year duration, a full workload is required with all four modules taken concurrently. The full workload requires  $\pm 40$  hours per week and is in line with other distance and contact institutions' one-year CTA programmes.

If a student cannot commit to a full workload, the programme is also offered on a half workload basis (which requires  $\pm 20$  hours per week), over a minimum duration of two years. Two concurrent modules are taken in year 1 (MACF01-8 and CGAU01-8) and two concurrent modules are taken in year 2 (FREPO1-8 and TAXA01-8). To progress to SAICA's IAC, all four modules must be written and passed at the end of year 2 in the same exam sitting (irrespective of prior results). Students who are unsuccessful in year 2 repeat the second year of the half workload and are not required to repeat year 1 if there are no gaps in their studies.

## STUDENT SUPPORT

### Academic support

Comprehensive student support services are available. Students are provided with administrative support by Student Services. To assist with understanding content, students have access to the academics whom they can contact via several platforms, which are introduced and explained during orientation. Students who experience study and/or personal problems have access to a student counsellor and a team of Student Support and Development Advisors. All support services are available to registered students via *myMilpark* and *myCourses*.

## ASSESSMENT

Each module is assessed via four written tests and one final exam. Students may elect whether to write assessments at venues or online, via proctoring. Dates of all assessments will be communicated to students at the start of the programme.

Students may participate in live online sessions for each module.

Students will write a final, summative assessment at the end of the programme, which contributes 60% towards the final mark. Students must obtain an overall mark of 50% in order to pass each module.

## CERTIFICATION

On successful completion of the qualification, the student will receive a Postgraduate Diploma in Accounting, NQF Level 8 (credits: 120). The Postgraduate Diploma in Accounting is accredited by the Higher Education Quality Committee of the Council on Higher Education (CHE) and the South African Institute of Chartered Accountants (SAICA).

## FURTHER STUDIES

The programme is at NQF level 8 and it will provide for articulation options into NQF level 9 programmes.

- Successful completion of the PGDip (Accounting) in one sitting allows students to write SAICA's first qualifying examination, namely the Initial Assessment of Competence (IAC), in partial completion of the Chartered Accounting qualification (other requirements for the Chartered Accounting qualification are appropriate work experience and specialist study towards SAICA's second qualifying examination).
- The completion of the PGDip (Accounting) meets the minimum requirements for admission to a cognate coursework or research Bachelor of Commerce Honours or Master of Commerce or Business at NQF level 9. Potential Master of Commerce specialisations may include Financial Accounting/Reporting, Tax, Management Accounting, Finance, Corporate Governance and Auditing. Other wider articulation opportunities also include areas of management and leadership such as Milpark's Master of Business Administration.

## PRICING

All module fees include one round of formative and summative assessments (supplementary examinations excluded). Module fees do not include the cost of prescribed textbooks, which will be for students' own account. The prescribed booklist will be available on *myMilpark* on registration.

## DISCLAIMER

The content of this brochure is accurate at the time of going to print. Milpark Education reserves the right to change the programme content due to changes in legislation, market requirements and other reasons. Notice of such changes will be published on our website.