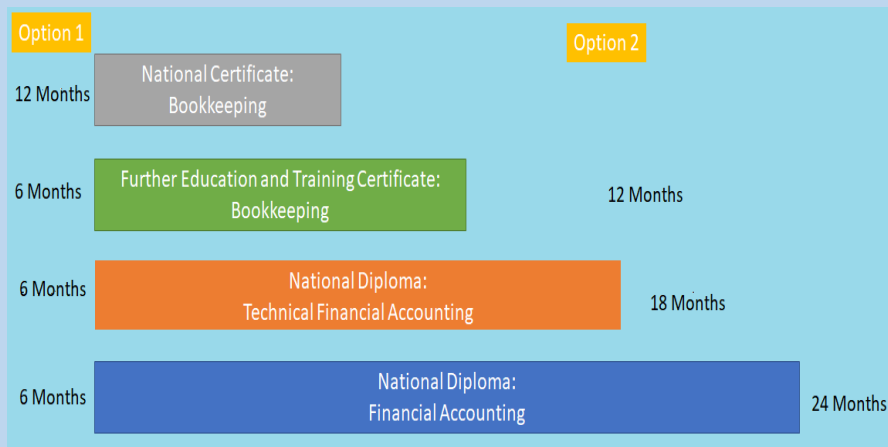




## 2020 STUDENT PROSPECTUS

### FINANCIAL ACCOUNTING PROGRAMME

#### FULL TIME AND PART-TIME (DISTANCE LEARNING) COURSES



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## 1. About us

VPBA College had been established as a wing of VPBA. VPBA is an Accounting and Advisory entity that offers a wide series of Accountancy Services that ranges from Bookkeeping, Taxation Services to Compilation of Annual Financial Statement.

Having worked with various number of Small, Medium and Large entities, we have discovered that most personnel lacks basic skills in Accounting due to inadequate financial background. We therefore aim to enhance our students with modern and relevant financial skills to prepare them for the world of Entrepreneurship and Workplace effectiveness.

### ACCREDITATIONS

All our Accountancy programmes are fully accredited with ICB, QCTO and FASSET.



## 2. Programmes (Courses) offered

Our learning programmes accommodate both Full-time campus learners and Distance learners programmes.

We offer the following courses

- **National Certificate: Bookkeeping**  
NQF Level 3 [SAQA ID: 58375]
- **Further Education and Training Certificate: Bookkeeping**  
NQF Level 4 [ SAQA ID: 58376]
- **National Diploma: Technical Financial Accounting**  
NQF Level 5 [ SAQA ID: 36213]
- **National Diploma: Financial Accounting**  
NQF Level 6 [ SAQA ID: 36213]

Student have the luxury of choosing between the following options tabulated below.

### Option 1: Full-time and Part-time

This option is predominately designed for learners with **Grade 10 as their minimum qualification**. There are numerous people that had severally failed Grade 11 and lost hope in furthering any career path since they do not possess Grade 12. There is life even when one does not have Grade 12. One may still progress in the Financial Sector with just Grade 10 as their highest qualification. The student may enrol with us on a full-time basis or part-time basis starting with ***National Certificate: Bookkeeping, then progressing to Further Education and Training Certificate: Bookkeeping and later study the National Diploma: Technical Financial Accounting and National Diploma: Financial Accounting***. This process may take a period of four (4) years for one to obtain a National Diploma with NQF L6. This National Diploma may enable one to study further towards a Degree level at any University in South Africa.

### Option 2: Full-time and Part-time

This option is mainly designed for students with either **Grade 11 and Grade 12** as their minimum qualification. Learners that wishes to further their studies in the Accountancy Sector.

Learners with **Grade 11 as their minimum qualification** they start with **Further Education and Training Certificate: Bookkeeping and then progress to National Diploma: Technical Financial Accounting and National Diploma: Financial Accounting**. It take a learner with Grade 11, a period of three (3) year to obtain a National Diploma with NQF L6.

Learners with **Grade 12 as their minimum qualification** start with *National Diploma: Technical Financial Accounting and the progress to National Diploma: Financial Accounting*. It take a learner with Grade 12, a period of two (2) years to obtain a National Diploma with NQF L6.

### Possible Career Path

Students who studied within these Accountancy discipline may end up working as:

National Certificate: Bookkeeping	Further Education and Training: Bookkeeping	National Diploma: Technical Financial Accounting	National Diploma: Financial Accounting
<ul style="list-style-type: none"> <li>• <b>Junior Bookkeeper</b></li> <li>• <b>Accounts Payable</b></li> <li>• <b>Account Receivable</b></li> </ul>	<ul style="list-style-type: none"> <li>• Senior Bookkeeping</li> <li>• Credit Controller</li> <li>• Business Analyst</li> </ul>	<ul style="list-style-type: none"> <li>• Financial Manager</li> <li>• Accounting Technician</li> <li>• Tax Technician</li> </ul>	<ul style="list-style-type: none"> <li>• Tax Practitioner</li> <li>• Management Accountant</li> <li>• Financial Accountant</li> </ul>

**Table 1: Option 1 of study**

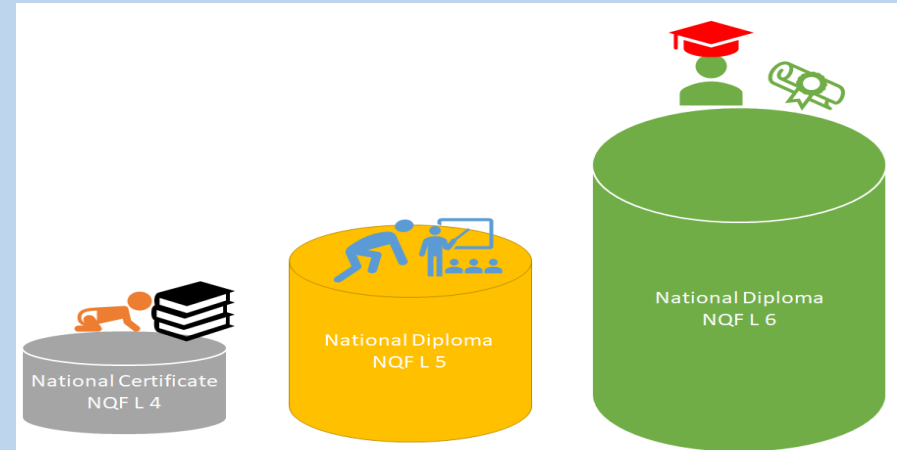
Codes	Course Descriptions	National Certificate: Bookkeeping	Further Education and Training Certificate: Bookkeeping	National Diploma: Technical Financial Accounting	National Diploma: Financial Accounting
Minimum Requirements		Grade 10	ICB Course	ICB Course	ICB Course
DURATION		12 Months	6 Months	6 Months	6 Months
YEAR OF STUDY		2022	2023	2023	2024
BKTB	Bookkeeping to Trial Balance	✓			
PMSR	Payroll and Monthly SARS Returns	✓			
CPBK	Computerised Bookkeeping	✓			
BUSI	Business Literacy	✓			
FNST	Financial Statements		✓		
CMGT	Cost and Management Accounting		✓		
ITRT	Income Tax Returns			✓	
BLAC	Business Law and Accounting Control			✓	
CRPS	Corporate Strategy				✓
MACS	Management Accounting Control Systems				✓
FRRF	Financial Reporting and Reg Frameworks				✓
RTAP	Research Theory and Practice				✓

**Table 2: Option 2 of study**

Codes	Course Descriptions	Further Education and Training Certificate: Bookkeeping	National Diploma: Technical Financial Accounting			National Diploma: Financial Accounting	
Minimum Requirements		Grade 11	Grade 12 or ICB Course		Grade 12 or ICB Course		
DURATION		12 Months	12 Months	6 Months	12 Months	12 Months	
YEAR OF STUDY		2022	2022	2023	2022	2023	
BKTB	Bookkeeping to Trial Balance	✓	✓		✓		
PMSR	Payroll and Monthly SARS Returns	✓	✓		✓		
CPBK	Computerised Bookkeeping	✓	✓		✓		
BUSI	Business Literacy	✓	✓		✓		
FNST	Financial Statements	✓	✓		✓		
CMGT	Cost and Management Accounting	✓	✓		✓		
ITRT	Income Tax Returns			✓	✓	✓	
BLAC	Business Law and Accounting Control			✓	✓	✓	
CRPS	Corporate Strategy					✓	
MACS	Management Accounting Control Systems					✓	
FRRF	Financial Reporting and Reg Frameworks					✓	
RTAP	Research Theory and Practice					✓	

**3. PROGRESSION TO DEGREE**

You may resume your Accountancy career path just from as lowest pass of Grade 10 (NQF L3) and then progress all the way towards National Diploma (NQF L6). The National Diploma is acceptable in all University.



Our qualifications are recognised by all types of Universities i.e:

- **Traditional Universities**  
[University of Cape Town, University of Fort Hare, University of the Free State, University of KwaZulu Natal, University of Pretoria, North-West University, Rhodes University, University of the Western Cape, Stellenbosch University and University of Witwatersrand]
- **Comprehensive Universities**  
[University of Johannesburg, Nelson Mandela university, University of South Africa, University of Venda, Walter Sisulu University, University of Zululand]
- **Technological Universities**  
[Tshwane University of Technology, Vaal University of Technology, Sol Plaajie University, University of Mpumalanga]



**TABLE 4: SECOND SEMESTER TIME TABLE 2022**

October		November					December	
Sat 3 Oct	Mon 5 Oct	Sat 14 Nov	Mon (☹) 16 Nov	Tue (☹) 17 Nov	Wed (☹) 18 Nov	Thu (☹) 19 Nov	Sat 5 Dec	Mon 7 Dec
BKTB	BKTB	BKTB	BKTB	MACS	CPBK	BUSL	BKTB	BKTB
PMSR	PMSR	PMSR	CMGT	FNST	ITRT	RTAP	PMSR	PMSR
CPBK	CPBK	CPBK	CRPS	PMSR	TPAC	BLAC	CPBK	CPBK
BUSL	BUSL	BUSL	FMCL	PAAD	FRRF	MMPR	BUSL	BUSL
FNST	FNST	FNST	ENT1	BMT1	HRLR		FNST	
ITRT	CMGT	CMGT	ENT2	BMT2	OLPR		CMGT	
BLAC	ITRT	ITRT		BMT3	BLAP		ITRT	
	BLAC	BLAC		ENT3			BLAC	
	MMPR							

**7. CONTACTS**

**COLLEGE ADDRESS**

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 Louis trichardt (Makhado)  
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