



Shaping minds
of business
leaders in
Africa



SHORT COURSES PRESENTED BY THE NWU BUSINESS SCHOOL AND
PROGRAMME IN **FORENSIC ACCOUNTANCY**

WHO WE ARE?

Since 2013 the NWU Business School and NWU Programme in Forensic Accountancy collaborates in offering tailor-made executive training in commercial forensic practice, combining managerial, business and forensic skills.

- At the NWU Business School we strive to change the way our students think about business. We want our students to become manager-leaders in their own right; to walk away with real-world skills, international accreditation and pioneering research. Except for our flagship MBA programme we also some non-formal Executive Education programmes for working professionals with practical content that impact their professional and personal development.
- The Programme in Forensic Accountancy has been hosted since 2006 in the School of Accounting Sciences of the Potchefstroom Campus of the North-West University (“the Programme”). The Programme consists of the largest dedicated group of highly qualified and experienced lecturers in South Africa who offer both undergraduate and postgraduate degrees in Forensic Accountancy.

OUR OFFERING

The NWU Business School and Programme in Forensic Accountancy also offers the following short courses in commercial forensic practice, namely:

- Commercial Forensic Accounting (page 3 - 4)
- Commercial Forensic Law (page 5 - 6)
- Commercial Forensic Investigation (page 7 - 8)
- Commercial Forensic Information Technology (page 9 - 10)
- Practice and Fraud Risk Management (page 11 - 12)

OBTAIN PROFESSIONAL ACCREDITATION

The Institute of Commercial Forensic Practitioners (ICFP) is recognised by SAQA as a professional self-regulatory body for commercial forensic practitioners in South Africa.

All of the aforementioned short course on offer have been carefully developed, and approved by the ICFP, in order to assist those candidates who wish to prepare for the different modules of the ICFP Board Examination, should they wish to become full members of the ICFP.

This is achieved by the fact that the respective examinations following each of the above mentioned short courses also serve as the Board Examination of the ICFP. In other words, should you have passed all five of the above short courses, you have also passed the Board Examination of the ICFP required to become a full member of the ICFP. Full members of the ICFP are awarded with the professional designation FP(SA).

Please note that should you wish to become a full member of the ICFP, you may be exempted from some of the modules of the ICFP Board Examination based on your prior academic learning. The exemption process forms part of your enrolment for the short courses at the NWU, although the exemption itself is decided upon by the ICFP.

FREQUENTLY ASKED QUESTIONS

Please note the following regarding each of the short courses:

- Recognition:** i) By the NWU
ii) As preparatory courses for the ICFP Board Examination by the ICFP
- Delivery mode:**
- Contact classes in a professional environment in Gauteng
 - We also cater for distance learning
- Duration:** 6 months (5 contact/learning sessions – approximately once a month on a Saturday)
- Costs:** R10,750 per short course (all inclusive, i.e. registration and examination fees, all study guides and study material).

[Associate members of the ICFP in good standing may qualify for a subsidy from the ICFP. Ts&Cs apply. Please contact the ICFP for information.]

Admission requirements: Grade 12 and two years' relevant academic or practical experience. See the additional admission requirements for Commercial Forensic Investigations and Practice and Fraud Risk Management. Closing date for applications: 12 February 2022

ENQUIRIES

Mr Albert van Zyl: Course leader, Email: albert.vanzyl@nwu.ac.za

CERTIFICATE IN COMMERCIAL FORENSIC ACCOUNTING

OBJECTIVE

This course will enable participants to have a detailed knowledge of accounting principles and transactional cycles, the analysis of financial statements and accounting records as well as the manipulation thereof in order to execute commercial forensic investigations.

COURSE OUTCOMES

At the end of the course, the participants should be able to:

- Demonstrate detailed knowledge of accounting principles relevant to the commercial forensic environment;
- Solve problems through the analysis of sets of facts and/or source documentation relating to accounting aspects of the commercial forensic environment;
- Demonstrate detailed knowledge of the basic transactional cycles and the main purposes thereof, namely:
 - Basic activities, including the sequence of each of the five transactional cycles, core documentation within each activity of the cycles, and the relation of core documents to the main activities within each function;
 - Business risk normally associated with these activities and functions;
 - The purpose, principles, responsibility, limitations and components of internal control;
- Demonstrate a detailed knowledge of the principles of the accounting equation, the interpretation of financial position and performance relating to financial statements, and the manipulation of financial records; and
- Demonstrate a detailed knowledge of the practical application and principles behind a flow of funds analyses, including, but not limited to, the interpretation of bank statements and associated documentation as well as the determination of the source and origin of flow of funds with reliable best evidence.

ASSESSMENTS

Participants will have to submit two written assignments and/or case studies (formative assessment) and complete an examination (summative assessment). To pass the examination, the participant must obtain a minimum of 50%.

COURSE STRUCTURE AND VENUE

The contact modus of the course will be presented in Gauteng (venue to be communicated) over a period of six months by means of five classes to be held on Saturdays (more or less once a month), as well as an additional session for the examination of the particular course. We also cater for distance learning.

WHO SHOULD ENROL?

This course is aimed at persons working within the commercial forensic environment with limited formal accounting and auditing knowledge within the ambit of the conducting of commercial forensic investigations.

ADMISSION REQUIREMENTS

A senior certificate (Grade 12), plus two years' relevant academic or practical experience.

FEES

R10,750 which includes registration fees, tuition fees, welcoming pack, lecturing material, and examination fees. Should you only wish to enrol for the examination and not the preparatory course as well, please request the applicable fee from the programme administrator, Mrs Rentia Conradie ([via email: rentia.conradie@nwu.ac.za](mailto:rentia.conradie@nwu.ac.za)).

CERTIFICATION

Upon successful completion of this course, participants will receive a certificate from the North-West University.

REGISTRATION AND COMMENCEMENT

Registration ends 12 February 2022 with the first classes commencing in April 2022.

CERTIFICATE IN COMMERCIAL FORENSIC LAW

OBJECTIVE

The course will equip participants with a detailed knowledge of relevant and updated legal aspects (including basic human rights, law of evidence, criminal law, law of criminal and civil procedure, labour law and law of contract) applicable to conducting legally sustainable commercial forensic investigations in South Africa.

COURSE OUTCOMES

At the end of the course, the participants should be able to have detailed knowledge of:

- Aspects of the South African Constitution and human rights, including the right to privacy, dignity, fair labour practices equality, access to information and the rights of arrested, detained and accused persons relevant to the commercial forensic environment;
- Criminal law, including but not limited to, fraud, theft, corruption, money laundering, forgery and uttering;
- Law of evidence, relevant to the commercial forensic environment;
- Labour law, specifically regarding conducting commercial forensic investigations in the work-place;
- Basic principles of the law of contract relevant to commercial forensic practitioners;
- Recovery of assets, including section 300 of the Criminal Procedure Act, Asset Forfeiture, interdicts like Mareva Injunctions and Anton Piller Orders, acknowledgements of debts, recoveries related to pension funds, etc.; and
- Reporting duties relevant to commercial forensic practitioners.

ASSESSMENTS

Participants will have to submit two written assignments and/or case studies (formative assessment) and complete an examination (summative assessment). To pass the examination, the participant must obtain a minimum of 50%.

COURSE STRUCTURE AND VENUE

The contact modus of the course will be presented in Gauteng (venue to be communicated) over a period of six months by means of five classes to be held on Saturdays (more or less once a month), as well as an additional session for the examination of the particular course. We also cater for distance learning.

WHO SHOULD ENROL?

This course is aimed at persons working within the commercial forensic environment with limited knowledge of aspects of the South African law relevant to conducting legally sustainable commercial forensic investigations.

ADMISSION REQUIREMENTS AND DURATION

A senior certificate (Grade 12), plus two years' relevant academic or practical experience.

FEES

R10,750 which includes registration fees, tuition fees, welcoming pack, lecturing material and examination fees. Should you only wish to enrol for the examination and not the preparatory course as well, please request the applicable fee from the programme administrator, Mrs Rentia Conradie ([via email: rentia.conradie@nwu.ac.za](mailto:rentia.conradie@nwu.ac.za)).

CERTIFICATION

Upon successful completion of this course, participants will receive a certificate from the North-West University.

REGISTRATION AND COMMENCEMENT

Registration ends 12 February 2022 with the first classes commencing in April 2022.



CERTIFICATE IN COMMERCIAL FORENSIC INVESTIGATION

OBJECTIVE

The course will equip participants to plan, manage and execute legally sustainable and effective commercial forensic investigations within the South African context.

COURSE OUTCOMES

At the end of the course, the participants should have a detailed knowledge of:

- The planning and investigation of crime within the commercial forensic environment;
- Interviewing and related skills;
- The management of the economic crime scene;
- Introduction to the banking system and the analysis of bank statements;
- Statements (different types, the drafting thereof and relevant procedures in place);
- Search and seizures (conducting legally sustainable search and seizures within different contexts);
- Sources of information for investigative purposes.

ASSESSMENTS

Participants will have to submit two written assignments and/or case studies (formative assessment) and complete an examination (summative assessment). To pass the examination, the participant must obtain a minimum of 50%.

COURSE STRUCTURE AND VENUE

The contact modus of the course will be presented in Gauteng (venue to be communicated) over a period of six months by means of five classes to be held on Saturdays (approximately once a month), as well as an additional session for the examination of the particular course. We also cater for distance learning.

WHO SHOULD ENROL?

This course is aimed at persons working within the commercial forensic environment with limited knowledge of the planning, management and execution of legally sustainable commercial forensic investigations within the South African context.

ADMISSION REQUIREMENTS

A senior certificate (Grade 12), plus two years of relevant academic or practical experience PLUS having successfully completed Commercial Forensic Law or having obtained exemption therefrom based on prior learning (e.g. an LLB)

FEEES

R10,750 which includes registration fees, tuition fees, welcoming pack, lecturing material and ex-amination fees. Should you only wish to enrol for the examination and not the preparatory course as well, please request the applicable fee from the programme administrator, Mrs Rentia Conradie ([via email: rentia.conradie@nwu.ac.za](mailto:rentia.conradie@nwu.ac.za)).

CERTIFICATION

Upon successful completion of this course, participants will receive a certificate from the North-West University.

REGISTRATION AND COMMENCEMENT

Registration ends 12 February 2022 with the first classes commencing in April 2022.



CERTIFICATE IN COMMERCIAL FORENSIC INFORMATION TECHNOLOGY

OBJECTIVE

The course will enable participants to function effectively within the commercial forensic environment, with specific reference to the application of forensic information technology and requirements related thereto.

COURSE OUTCOMES

At the end of the course, the participants should have a detailed knowledge of:

- Fundamentals of information technology;
- Relevant South African law relating to information technology and cybercrimes;
- Computer forensics;
- Data analytics;
- Digital evidence and digital evidence gathering;
- Data privacy and related legislative requirements; and
- Commercial forensic information technology investigations including cybercrime, network forensics, mobile device forensics, anti-forensics and forensic technology certifications.

ASSESSMENTS

Participants will have to submit two written assignments and/or case studies (formative assessment) and complete an examination (summative assessment). To pass the examination the participant must obtain a minimum of 50%.

COURSE STRUCTURE AND VENUE

The contact modus of the course will be presented in Gauteng (venue to be communicated) over a period of six months by means of five classes to be held on Saturdays (approximately once a month), as well as an additional session for the examination of the particular course. We also cater for distance learning.

WHO SHOULD ENROL?

This course is aimed at persons working within the commercial forensic environment with limited information technology or data analytical knowledge.

ADMISSION REQUIREMENTS

A senior certificate (Grade 12), plus two years of relevant academic or practical experience.

FEES

R10,750 which includes registration fees, tuition fees, welcoming pack, lecturing material and examination fees. Should you only wish to enrol for the examination and not the preparatory course as well, please request the applicable fee from the programme administrator, Mrs Rentia Conradie (via email: rentia.conradie@nwu.ac.za).

CERTIFICATION

Upon successful completion of this course, participants will receive a certificate from the North-West University.

REGISTRATION AND COMMENCEMENT

Registration ends 12 February 2022 with the first classes commencing in April 2022.



CERTIFICATE IN PRACTICE AND FRAUD RISK MANAGEMENT

OBJECTIVE

The course will enable participants to function as professionals within the commercial forensic environment, with specific reference to topics such as ethics, role players in the commercial forensic industry, client acceptance and engagement, report writing, practice management and fraud risk management.

COURSE OUTCOMES

Upon completion of this short course participants should be able to:

- Demonstrate detailed knowledge of ethical standards and practices relevant to the South African commercial forensic environment;
- Demonstrate detailed knowledge of the relevant role-players (public and private entities, regulators, the legal fraternity, etc.) relevant to the commercial forensic environment;
- Demonstrate ethics knowledge, moral sensitivity, ethical reasoning and commitment to the principles and public role of commercial forensic practice;
- Position commercial forensic practice within the context of commercial crime, its scope and impact;
- Solve problems through the analysis of sets of facts and/or source documentation relating to fraud risk management and risk management within the commercial forensic environment and to formulate arguments flowing therefrom in an orderly fashion;
- Demonstrate an ability to evaluate different sources of information, to select information appropriate to the task, and to apply well-developed processes of analysis, synthesis and evaluation to that information relating to practice management, forensic reporting standards and fraud risk management; and
- Demonstrate an ability to present and communicate complex information reliably and coherently using appropriate academic and professional or occupational conventions, formats and technologies falling within the ambit of practice and fraud risk management.

ASSESSMENTS

Participants will have to submit two written assignments and/or case studies (formative assessment) and complete an examination (summative assessment). To pass the examination, the participant must obtain a minimum of 50%.

COURSE STRUCTURE AND VENUE

The contact modus of the course will be presented in Gauteng (venue to be communicated) over a period of six months by means of five classes to be held on Saturdays (approximately once a month), as well as an additional session for the examination of the particular course. We also cater for distance learning.

WHO SHOULD ENROL?

This course is aimed at persons working within the commercial forensic environment, who wish to obtain detailed knowledge of commercial forensic practice management and fraud risk management.

ADMISSION REQUIREMENTS

A senior certificate (Grade 12), plus two years of relevant academic or practical experience, plus having successfully completed the short course on Commercial Forensic Accountancy or being exempted from it based on prior learning (e.g. a BCom in Accountancy).

FEEES

R10,750 which includes registration fees, tuition fees welcoming pack, lecturing material and examination fees. Should you only wish to enrol for the examination and not the preparatory course as well, please request the applicable fee from the programme administrator, Mrs Rentia Conradie (via email: rentia.conradie@nwu.ac.za).

CERTIFICATION

Upon successful completion of this course, participants will receive a certificate from the North-West University.

REGISTRATION AND COMMENCEMENT

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[Visit http://commerce.nwu.ac.za/business/forensic-accountancy](http://commerce.nwu.ac.za/business/forensic-accountancy)
[for more information](#)

