

PROGRAMME TITLE	LEVEL	SAQA ID	NQF
National 'N' Diploma Financial Management	N4	66874	5
	N5	66954	5
	N6	66998	5
*Only offered at DHET registered exam centre campuses			

DESCRIPTION

Financial Management is one of the most popular and sought-after careers in the corporate and business world. Financial Management involves the effective and efficient utilisation of the financial resources of a company. Companies are constantly looking for people with financial and numeracy skills. You will be responsible for managing the financial resources of an organisation, recording of all financial and business transactions, preparing financial reports for senior management etc.

CAREER FIELDS

With this qualification, successful learners could pursue a career as a:

- Assistant to cost accountant
- Bookkeeper
- Accounting technician
- Accountant for a small firm
- Payroll administrator.

PROGRAMME OUTLINE

National N4 Certificate

1st Year Subjects - Annual

1. Entrepreneurship & Bus. Management	N4
2. Financial Accounting	N4
3. Computerised Financial Systems	N4
4. Management Communication	N4
5. Computer Practice	N4

National N5 Certificate

2nd Year 1st Semester Subjects

1. Financial Accounting	N5
2. Computerised Financial Systems	N5
3. Cost and Management Accounting	N5
4. Entrepreneurship & Bus. Management	N5

National N6 Certificate

2nd Year 2nd Semester Subjects

1. Financial Accounting	N6
2. Computerised Financial Systems	N6
3. Cost and Management Accounting	N6
4. Entrepreneurship & Bus. Management	N5

TYPE OF PROGRAMME

- Full Time: Minimum 2 Years
- In-Service Training: 18 Months



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ADMISSION REQUIREMENTS

A National Senior Certificate/ Senior Certificate or an equivalent NQF 4

LEARNER MATERIAL

All text books and Lab manuals are included in the tuition fees. A list of textbooks will be provided by your campus academic department.

PRICING

Enquire at the Berea Technical College campus for a current programme pricelist.

EXAMINATION AUTHORITY

- All examinations are National Examinations, set and administered by the Department of Higher Education and Training.

CERTIFICATION

- Certificates and diploma are issued by the Department of Higher Education and Training.
- All qualifications are nationally recognised by industry and universities.

Upon successful completion of this programme, learners will receive a:

- National Certificate at each level N4, N5, N6
- National n Diploma in Financial Management (on completion of N4-N6 and 18 months in-service training)

ARTICULATION

A candidate who has successfully completed the N4, N5 and N6 Certificates, may pursue the following path in order to obtain the National N Diploma, as per Report 191 by the DHET. The candidate must have:

- A minimum of 12 advanced instructional offerings, with at least a pass in four instructional offerings in each of the following levels: N4, N5 and N6.
- 2 instructional offerings at N6 level must be relevant to the candidate's vocation.
- The candidate must obtain work experience of two years in industry that has as its main function the practical execution of the 2 instructional offerings mentioned above.
- At the end of this period, the candidate is required to produce documentary proof to the DHET (a logbook which has to be completed by the employer, stating KPAs and date of employment period) of applicable experience.
- Candidate must present the N4, N5 and N6 certificate, together with above letter from employer, to the DHET to apply for the National N Diploma.

FURTHER STUDIES

Please enquire at the nearest Berea Technical College campus for the prospectus containing post-certificate studies.



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DISCLAIMER

The information contained in this fact sheet is accurate at the time of printing. However, factors beyond Berea Technical College control (such as environmental, regulatory or technical changes) may cause the contents of this fact sheet or of the programme to change. In the event of any such change, Berea Technical College will formally notify current learners. All possible measures will be taken to minimise inconvenience to learners.

Name of Learner: I....., hereby acknowledge that I understand the information stated in this document and fully comprehend the specifics explained above pertaining to this qualification.

Signature of Learner:

Name of Legal Guardian:
(if applicable)

Signature:

Name of Sales Consultant:

Signature:

Name of Head of Department:

Signature:

Date:

* Please note the original signed copy should be kept on the learner record file.



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