



Education: "...that which reveals to the wise,
and conceals from the stupid,
The vast limits of their knowledge." **Mark Twain**

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CERTIFIED ACCOUNTING TECHNICIAN (CAT)

Introduction

Whether you wish to start a career in finance, gain recognition for the wealth of skills and experience you have already achieved, or want accelerated progression to the ACCA Qualification and a more senior position in accountancy, ACCA's Certified Accounting Technician (CAT) qualification will help you towards your career of choice. The CAT qualification will provide you with a solid foundation in finance and accounting. You will learn all the necessary technical skills and knowledge required to perform an accounting-support role. And after passing the CAT exams, you'll be able to gain exemptions from the ACCA Qualification and be one step closer to professional status.

To achieve CAT status you will need to complete a set of 9 exams and one-year's practical experience in the workplace. The CAT qualification is flexible and allows you to take control of how and where you study. With a range of internationally relevant syllabus options and the choice of distance learning, face-to-face or self study, the qualification allows you to study at your own pace and achieve a work-life balance that suits you.

Entry Requirements

There are no formal academic qualifications necessary to register for the CAT qualification. However your previous qualifications may entitle you to exemptions from some of the CAT exams. This means that you will start your studies at the most appropriate level according to your knowledge and skills. You may also be able to claim exemption from the introductory papers of the CAT qualification, if you already have one year's relevant practical experience.

How much will it cost for ACCA Registration and Examination Fees

The following fees are applicable in 2010 (and are subject to change without written notice)

Certified Accountant Technician ACCA Registration and Subscription Fees

Initial Registration £58

Subscription £58

*Re-registration fee £58

Exam/Exemption June 2010

Introductory Level £37

Intermediate Level £37

Advanced Level £42

CAT Direct Entry Fee £145

*If you have previously been registered with ACCA and wish to re-register, you should complete form TRRR which can be obtained from the ACCA office. The re-registration fee is £58 (an additional penalty fee of £58, plus any outstanding fees that you owe, may also be charged if you were removed from the register for non-payment of any fees and had not previously informed ACCA that you wished to leave the register)

Exams and Entry Dates

For the June exams: Register by 31 December of the preceding year

For the December exams: Register by 15 August of the same year

Tuition Fees at Johannesburg Polytechnic

For the CAT qualification you will complete nine exams, split into three Levels. These are all designed to test the knowledge, skills and understanding you will need to work in accounting support roles. The exams cover the key areas of accounting, finance, IT and management. Advanced Level exams are of equivalent standard to the first year of a university degree and offer a choice of options to suit your career needs. At Advanced Level, the element of choice is introduced so that you can tailor your learning to suit work experience and career aspirations.

INTRODUCTORY LEVEL	PART TIME	FULL TIME
1 Recording Financial Transactions	R 2500.00	R 2800.00
2 Information for Management Control	R 2500.00	R 2800.00
3 Maintaining Financial Records	R 2500.00	R 2800.00
4 Accounting for Costs	R 2500.00	R 2800.00
ADVANCED LEVEL		
5 Managing People and Systems	R 2500.00	R 2800.00
6 Drafting Financial Statements	R 2500.00	R 2800.00
7 Planning, Control and Performance Management	R 2500.00	R 2800.00
plus two options from:		
8 Implementing Audit Procedures	R 2500.00	R 2800.00
9 Preparing Taxation Computations	R 2500.00	R 2800.00
10 Managing Finances	R 2500.00	R 2800.00

***PRICES ARE ONLY VALID FOR THE FIRST SEMESTER 2010 (JUNE 2010 EXAMS)**

IMPORTANT NOTICE

- Registration fee: A registration fee of R1000.00 is applicable for all courses. This is payable in advance and per year and is non refundable.
- Please use the paper codes and levels in this table to fill in the registration form provided.
- Fees once paid are not refundable under any circumstances so long as classes have been booked and confirmed.

TUITION FEE BURSARY SCHEME

In order to meet the Accounting Skills deficit in South Africa, Johannesburg Polytechnic has come up with a bursary scheme for **FULL TIME STUDENTS ONLY**. Under this programme, South African Citizens, Permanent Residents and Protected Asylum Seekers/Refugees can apply for a fee waiver of up to 50% of tuition fees. This will enable them to use the waiver for external examinations. Under the programme, you will undertake 4 papers in a single sitting, on a full time basis and must pass two papers to qualify for the fee waiver during the next exam session. Please note that you will be required to undertake an aptitude test before you are formally accepted for the bursary programme.

HOW MUCH IS THE BURSARY

Description	Normal Fees	What you pay Bursary on programme
Registration Fee:	R 1,000.00 once off	R 500.00 Once off
Tuition Fees	R 2,800.00 Per Module	R 1, 400.00 per module
Total Fees for 4 Modules (4 Months)	R 12,200.00*	R 6, 100*

Installments when on bursary: R 2,500.00 on Registration | R 1, 200.00 x 3 Monthly Installments

Installments without bursary: R 3,500.00 on Registration | R 2, 900.00 x 3 Monthly Installments

*** Excludes External Examinations and Subscriptions. Excludes Books and Stationery**

For more information and to apply for the bursary visit our website on

<http://www.johannesburgpolytechnic.com>

METHODS OF PAYMENTS

DIRECT DEPOSIT: Deposit your cash into the bank account and fax back the deposit slip or scan to email to accounts@johannesburgpolytechnic.com

EFT: Electronic Funds Transfer- Simply Transfer the funds to our ABSA account conveniently and email the deposit slip to our accounts department.

CHEQUE PAYMENTS: Issue a **CROSSED CHEQUE** to JOHANNESBURG POLYTECHNIC and deposit it or bring it to the college.

BANKING DETAILS

ACCOUNT NAME: JOHANNESBURG POLYTECHNIC
BANK: ABSA SOUTH AFRICA
ACCOUNT NUMBER: 4072087713
ACCOUNT TYPE: CURRENT-CHEQUE
BRANCH: MARKET STREET
BRANCH CODE: 632005
SWIFT CODE: ABSAZAJJ (if required when paying outside South Africa)
REFERENCE: YOUR NAME

BOOKS AND STUDY MATERIALS PER MODULE

(These prices may change without notice and are inclusive of VAT)

ACCA BPP Study Text	R 477.00
ACCA BPP Revision Kit	R 350.00
ACCA Pass Card	R 300.00

***Total R 1127.00 PER MODULE**

***These are not included in the fees.**

COURSE DELIVERY MODES

Full time classes-These are available 3 days per week (Monday, Wednesday and Friday), they are ideal for those who are not currently working or anyone who feels he/she requires extra time to study. There are 4 two hour lessons per day giving you maximum contact hours to pass your CAT programme

Part time Classes-These are available on Saturdays only from 9.00am to 5.00pm. Please note that the college may shift some part-time classes to Sundays during Block release programme.

PROGRESSION UPON COMPLETION.

Upon completion of the Certified Accounting Technician you will be exempted from the first 3 papers of the Professional Scheme. This gives you an acceleration route towards finalizing the ACCA Professional Scheme.