

Certificate Accounting Technician: NQF LEVEL 4

SAQA ID 77143 - 120 Credits

AT(SA) is a competency-based accountancy qualification and membership designation offered by South African institute of Chartered Accountants (SAICA), the foremost accountancy institute in South-Africa.

DESCRIPTION:

The FET Certificate in Accounting equips students with the skills to work as accounting technicians. Graduates will confidently prepare final accounts, understand cash management and costing, and provide cost and revenue information.

MEMBERSHIP:

This qualification leads to SAICA Accounting Technician membership, offering support, advisory services, networking, and learning opportunities to enhance skills, excel in current roles, and advance careers.

ASSESSMENT:

Units of learning within this qualification are assessed using computer-based assessments which test students' ability to apply newly acquired skills and competencies in the work environment

TYPE OF PROGRAM:

Part time / Distance Learning.

PROGRAM OUTLINE:

This qualification consists of 6 core units, all of which have to be completed to obtain the Certificate. The qualification covers the following units:

- 1 Accounts Preparation 1**
- 2 Accounts Preparation 2**
- 3 Cash Management**
- 4 Cost & Revenues**
- 5 Indirect Tax**
- 6 Professional Ethics in Accounting and Finance**
- 7 Spreadsheet Software**

AT(SA) REGISTRATION PROCEDURES:

Students must register with AT(SA) through accredited training providers. First-time registrations require the following documents:

- Certified copy of a valid SA ID
- Certified copy of a valid school certificate
- Valid passport, study permit, and SAQA verification for foreign results.

DURATION:

14 - 16 Months

ADMISSION:

Learners entering this qualification are expected to be competent in language, communication, and mathematical literacy at NQF level 4. Training providers may assess students to determine the appropriate starting level in the three-part qualification.