

Shaping  
executive  
minds 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 offer 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 courses on offer have been carefully developed, and subsequently 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 aforementioned 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:**

Online learning.

### **Duration:**

6 months (5 contact/learning sessions – approximately once a month on a Saturday).

### **Costs:**

R11,000 per short course (all inclusive, i.e. registration and examination fees, study guide 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 [K&A](#) [ { { ^! &#94; } • 3A, ^• d a a } •; EÜ: a&#94; } aÁ Øæ åÜã \ Á a } æ ^ { ^ } ċ
- Closing date for applications: 14 February 2024.

### ENQUIRIES

Mr Albert van Zyl

Email: [albert.vanzyl@nwu.ac.za](mailto: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

After completion of this module, you should be able to demonstrate a detailed knowledge base of key terms, principles and theories in the field of commercial forensic accounting through the use of it in arguments and debates in written (assignments, case studies and/or company projects) and/or oral format including but not limited to the following:

- Basic transactional cycles with components referring to its purpose, sequence, core documentation, business risks normally associated thereto, concepts of internal control and risk, purpose of internal control and components of internal control with limitations thereto.
- A detailed knowledge of basic accounting principles which includes debits and credits, income, expenses, debtors and creditors, books of first entry, trial balance, etc.
- A detailed knowledge in relation to the practical application and principles behind a flow-of-funds analysis which include the interpretation of bank statements and other associated documentation as well as the determining of the source and flow-of-funds with reliable best evidence.
- A detailed knowledge of the application of basic research methods, techniques and technologies appropriate to the field of commercial forensic accounting should be demonstrated through identifying, gathering, organising, critical analysing, evaluating, interpreting relevant information and to write up the findings in assignments.

## 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 courses are offered online via our e-learning programme (eFundi) and classes are held via platforms such as MSTeams on Saturdays.

## 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

R11,000 which includes registration fees, tuition fees, welcoming pack, lecturing material, and examination fees. Should you wish to ONLY 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 short course certificate from the North-West University.

## REGISTRATION AND COMMENCEMENT

Registration ends 14 February 2024 with the first sessions commencing in April 2024.

**Link to more information:** <http://learn.nwu.ac.za/short-learning-programme-commercial-forensic-accounting>





# 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:

- Demonstrate a detailed knowledge of South African law relevant to the South African commercial forensic environment.
- Demonstrate a detailed knowledge of the effect of the Bill of Rights on investigations.
- Demonstrate a detailed knowledge of concepts relating to specific offences including fraud, theft, corruption, forgery and uttering, to name only a few.
- Demonstrate a detailed knowledge of aspects surrounding the law of evidence with regard to the relevance of evidence, the difference between and contents relating to hearsay and documentary evidence, principles and evidential issues of search and seizure in criminal and civil law, admissions and confessions, and the constitutional right to privacy.
- Demonstrate a detailed knowledge of aspects relating to labour law limited to misconduct and disciplinary issues.
- Demonstrate a detailed knowledge of the recovery of assets, including section 300 of the Criminal Procedure Act, Asset Forfeiture, Mareva injunctions, acknowledgement of debts and recoveries relating to pension funds.
- Demonstrate a detailed knowledge of the reporting duties of role-players relevant to investigations within the forensic industry.

## 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 courses are offered online via our e-learning programme (eFundi) and classes are held via platforms such as MSTeams on Saturdays.

## 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

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

## FEES

R11,000 which includes registration fees, tuition fees, welcoming pack, lecturing material and examination fees. Should you wish to ONLY 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 short course certificate from the North-West University.

## REGISTRATION AND COMMENCEMENT

Registration ends 14 February 2024 with the first sessions commencing in April 2024.

**Link to more information:** <http://learn.nwu.ac.za/short-learning-programme-commercial-forensic-law>



# 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 be able to:

- Demonstrate a detailed knowledge of the investigation process of crime within the commercial forensic environment.
- Demonstrate a detailed knowledge of interviewing and related skills relevant to the investigation of crime within the commercial forensic environment.
- Demonstrate a detailed knowledge of the different forms of statements, drafting of statements and the administration thereof relevant to the investigation of crime within the commercial forensic environment.
- Demonstrate a detailed knowledge of case administration relevant to the investigation of crime within the commercial forensic environment.
- Demonstrate a detailed knowledge of the process and practical execution of private search and seizure within the South African context relevant to the investigation of crime within the commercial forensic environment.
- Demonstrate a detailed knowledge of statements in terms of the Criminal Procedure Act 51 of 1977 relevant to the investigation of crime within the commercial forensic environment.
- 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 the investigation of crime within the commercial forensic environment.

## 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 courses are offered online via our e-learning programme (eFundi) and classes are held via platforms such as MSTEams on Saturdays.

## 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 the short course on Commercial Forensic Law** or having obtained exemption therefrom based on prior learning (e.g. an LLB).

## FEES

R11,000 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 short course certificate from the North-West University.

## REGISTRATION AND COMMENCEMENT

Registration ends 14 February 2024 with the first sessions commencing in April 2024.

**Link to more information:** <http://learn.nwu.ac.za/short-learning-programme-commercial-forensic-investigation>



# 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 be able to demonstrate a detailed knowledge base of key terms, principles and theories in the field of commercial forensic information technology by using them in arguments and debates in written (assignments, case studies and/or company projects) and/or oral format, having regard to the following:

- Legislative requirements relating to data privacy, admissibility of digital evidence and the treatment of data (electronic information);
- The fundamentals of forensic technology, including computer forensics, digital evidence, evidence gathering, forensic data analytics and any other applicable types of forensic technology;
- General IT concepts which a forensic practitioner might encounter, i.e. hardware, software, storage devices, networks, servers, etc;
- Digital evidence investigations which include forensic data analysis; electronic discovery management; evidence identification; evidence preservation and collection, evidence processing, review, production and preservation;
- Other areas relevant to forensic technology such as cybercrime, network forensics, mobile device forensics and anti-forensics.

## 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 courses are offered online via our e-learning programme (eFundi) and classes are held via platforms such as MSTeams on Saturdays.

## WHO SHOULD ENROL?

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

## ADMISSION REQUIREMENTS

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

## FEES

R11,000 which includes registration fees, tuition fees, welcoming pack, lecturing material and examination fees. Should you wish to ONLY 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 short course certificate from the North-West University.

## REGISTRATION AND COMMENCEMENT

Registration ends 14 February 2024 with the first sessions commencing in April 2024.

**Link to more information:** <http://learn.nwu.ac.za/short-course-commercial-forensic-information-technology>



# 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 a detailed knowledge of ethical standards and practice relevant to the South African commercial forensic environment.
- Demonstrate a detailed knowledge of the relevant role players (public and private entities, regulators, the legal fraternity, etc.) relevant to the commercial forensic environment.
- Demonstrate a detailed knowledge of commercial crime and statistics related thereto.
- Solve problems through the analysis of sets of facts and/or source documentation related 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.
- 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 courses are offered online via our e-learning programme (eFundi) and classes are held via platforms such as MSTeams on Saturdays.

## 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).

## FEES

R11,000 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 14 February 2024 with the first classes commencing in April 2024.

**Link to more information:** <http://learn.nwu.ac.za/short-learning-programme-practice-and-fraud-risk-management>

