

Certificate Accounting Technician: NQF LEVEL 3

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:

This entry-level Accounting Technician qualification provides access to the profession without prior accounting knowledge. Students learn the basics of accounting, costing, workplace skills, and computerized accounting. Graduates can take on support roles in various sectors, such as accounts clerk, tax assistant, and junior bookkeeper

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.

PROGRAM OUTLINE:

This qualification consists of 5 core units, all of which have to be completed to obtain the Certificate. The qualification covers the following units:

- 1 Basic Accounting 1
- 2 Basic Accounting 2
- 3 Work Effectively in Accounting and Finance
- 4 Basic Costing
- 5 Computerised Accounting

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:

12 Months.

TYPE OF PROGRAM:

Part time / Distance Learning.

ADMISSION:

Learners entering this qualification are expected to be proficient in language, communication, and mathematical literacy at NQF level 4. Training providers may conduct an initial assessment to determine the appropriate starting level within the three-part qualification.