

FACT SHEET

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Management
Accounting Officer

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Management Accounting Officer

FACULTY OF BUSINESS AND MANAGEMENT

Occupational Studies: 2025/2026 Fact Sheet

Programme Title	SAQA ID	Credits	NQF
Occupational Certificate: Management Accounting Officer	112824	180	5

Programme description

Whether you're aiming for a junior management role or want to boost your accounting and business skills for any industry, this programme has you covered. Get ready to take the next step towards a bright future in accounting and beyond!

The combination of modules that make up this qualification provides entry into management accounting and prepares a student for a junior management accounting position. The qualification also provides a foundation in the essential elements of accounting and business to people in other occupations that need such a foundation.

Admission requirements

- ▶ NQF Level 4 with Mathematics.
- ▶ The RPL process could also be applied to gain access to the Occupational certificate: Management Accounting Officer

Mode of study | Duration

Day Classes (full time): 12 Months (5 days/week)

Evening Classes (part time): 12 Months, (2 x evening classes per week, 18:00 - 21:00, Mon & Wed or Tues & Thurs as well as 2 x Saturday classes per month)

Distance Learning (self study): 12 Months

This is a self-study programme. However, students will be privileged to attend tutorial classes twice a month from 9 am – 4 pm (Optional).

Programme outline

- ▶ Business Economics
- ▶ Management Accounting
- ▶ Financial Accounting
- ▶ Ethics, Corporate Governance and Business Law

Teaching and Learning Methodology

A blended teaching and Learning methodology is followed. All theory classes will be conducted Virtually through Lecturer-led interactive teaching on a national basis. A flipped classroom approach will be followed in some sessions. This means that students are introduced to content at home and practice working through it during the applicable session, either the virtual theory sessions or the practical sessions. All students will be allocated to lecturers that are not necessarily based at the campus of enrollment but who will always be subject matter experts.

CTU implements a national academic standard and all lecturers have been appointed on the same criteria and use the same academic content in the teaching and learning process. The adherence to a national academic standard is monitored by the Academic Management team at the Head office. Therefore, all students will continue to receive the same quality of education. Students will attend some practical, group, and research sessions on campus or virtually. The same work and time will be spent on both methods, face to face and VLIT, with students. Extra practical sessions can be booked with the Campus Operational Manager. Students will be expected to attend the practical, group, and research classes on campus a minimum of two days a week, as per the campus schedule.

Textbooks and e-guides

A list of prescribed textbooks will be provided in your e-guides. Students will receive an electronic version of the academic guides (e-guides) for this programme on the Teaching and Learning platform. Access is available to an electronic library of textbooks on O'Reilly, and it is included in the fees. Refer to the [Device Specifications and Stationery List](#) document for more information.

Technology hardware, software and data requirements

Because CTU is embracing the future of education - education beyond the classroom - it is compulsory for students to have their own laptop with the necessary specifications to speed up their journey to success.

Student Support

Student support sessions with the facilitator will also take place on a one-on-one basis either virtually or physically at the campus per appointment or per the academic schedule.

Certification

On successful completion and verification by the Quality Assurance Partner of the programme, the student will receive an Occupational Certificate: Management Accounting Officer (SAQA ID: 112824, NQF 5)

Students may also get international certification in:

- ▶ Microsoft Word
- ▶ Microsoft Excel
- ▶ Microsoft PowerPoint

Management Accounting Officer

Career fields

Students can be employed in the following career fields:

- ▶ Accounting Officer
- ▶ Accounting Clerk
- ▶ Accounting Administrator

Pricing*

Programme	Registration fees	Tuition fee
Year 1	R9 000	R62 000

* Excludes external fees and identified textbooks if applicable.

Payment

Visit our website to view the payment method.

[Payment Methods.](#)

APPLY for Student Loan [HERE!](#)

Additional costs

Students must make provision for additional items such as textbooks, stationery, supplementary examinations, research costs and printing, field trips etc.

Disclaimer

The content of this fact sheet is subject to change without notification due to market trends in the industry, legislation and/or programme version updates. Refer to website for the latest version of the prospectus. Creative & Technology Universitas, a division of CTU Training Solutions (PTY) Ltd, reserves the right to change the programme content without prior notice. Additional international exams may be written but are not included in the programme fee. Minimum student (capacity) group sizes will fall into the Virtual Instructor-Led programme commencing in the months of February & July of each year.

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

Student signature:.....

Signature of legal guardian:.....

Name of legal guardian:.....

Consultant signature:.....

Name of sales consultant:.....

Date:.....

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

CONTACT US

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