

## DIPLOMA IN INTERNAL AUDITING

Dip (Internal Auditing) - NQF Level 6 (360 credits)

**Qualification code: DPIA20**

SAQA ID: 110584, CHE NUMBER: H/H16/E082CAN

Campus where offered: Ga-Rankuwa, Mbombela and Polokwane campuses

### REMARKS

a. *Admission requirement(s) and selection criteria:*

• **APPLICANTS WHO OBTAINED A SENIOR CERTIFICATE BEFORE 2008:**

**Admission requirement(s):**

A Senior Certificate or an equivalent qualification, with at least a D symbol at Higher Grade for English and a C symbol at Standard Grade for Mathematics.

**Selection criteria:**

Swedish formula:

SYMBOL	HG VALUE	SG VALUE
A	7	6
B	6	5
C	5	4
D	4	3
E	3	2
F	2	1

To be considered for this qualification, applicants must have a score of **22** or more.

• **APPLICANTS WHO OBTAINED A NATIONAL SENIOR CERTIFICATE IN OR AFTER 2008:**

**Admission requirement(s):**

A National Senior Certificate with a bachelor's degree or a diploma endorsement or an equivalent qualification, with an achievement level of at least 4 for English (home language or first additional language), 3 for Accounting or 3 for Mathematics or Technical Mathematics or 5 for Mathematical Literacy.

**Selection criteria:**

To be considered for this qualification, applicants must have an Admission Point Score (APS) of at least **22** or at least **24** (with Mathematical Literacy). Life Orientation is excluded for APS calculation.

• **APPLICANTS WITH A NATIONAL CERTIFICATE (VOCATIONAL) AT NQF LEVEL 4:**

**Admission requirement(s):**

A National Certificate (Vocational) at NQF Level 4 with a bachelor's degree or a diploma endorsement, with at least 50% for English (home language or first additional language) and 40% for Mathematics or 60% for Mathematical Literacy, 40% for Life Orientation (excluded for APS calculation), and 50% for any other three compulsory vocational subjects.

**Selection criteria:**

To be considered for this qualification, applicants must have an Admission Point Score (APS) of at least **22** or at least **24** (with Mathematical Literacy). Life Orientation is excluded for APS calculation.



- **FOR APPLICANTS WITH A NATIONAL N DIPLOMA AS PUBLISHED IN NATED 191 (NQF LEVEL 5):**

**Admission requirement(s):**

A National Senior Certificate (NSC) with at least 50% (APS score of 4) for English, and a National N Diploma (Nated 191: N4/N5/N6) at NQF Level 5, issued by the Council for Quality Assurance in General and Further Education and Training (Umalusi), with at least 40% (APS of 3) for Financial Accounting at NQF Level 5 averaged from the combination of N4 Financial Accounting and N5 Financial Accounting and N6 Financial Accounting at NQF Level 5.

Applicants will be exempted from certain NQF Level 5 modules on the grounds of N4/N5/N6 modules passed.

- **APPLICANTS WITH QUALIFICATIONS ON THE HIGHER EDUCATION QUALIFICATION SUB-FRAMEWORK (HEQSF) OFFERED BY UNIVERSITIES OF TECHNOLOGY:**

A Higher Certificate in Accounting, or any other equivalent recognised certificate at NQF Level 5. Applicants will be exempted from equivalent modules on condition that 50% per module is achieved.

- b. *Assessment procedure(s):*

No further assessment will be done. Please take note that all completed applications received within the published due dates will be ranked. After consideration of the Departmental Student Enrolment Plan, only the top ranking applicants will be selected. Once a programme is full, a waiting list will be in place to provide an opportunity for applicants to fill places of those who did not register on time. Applicants will be informed of their status per official letter from the Office of the Registrar, alternatively, they can check their application status on the TUT website, [www.tut.ac.za](http://www.tut.ac.za).

- c. *Recognition of Prior Learning (RPL), equivalence and status:*  
See Chapter 30 of Students' Rules and Regulations.

- d. *Intake for the qualification:*  
January only.

- e. *Presentation:*  
Day classes.

- f. *Minimum duration:*  
Three years.

- g. *Exclusion and readmission:*  
See Chapter 2 of Students' Rules and Regulations.

- h. *WIL (Simulation) I, II and III:*  
See Chapter 5 of Students' Rules and Regulations.

## CURRICULUM

### FIRST YEAR

CODE	MODULE	NQF-L	CREDIT	PREREQUISITE MODULE(S)
CPI105X	Computer Literacy I	(5)	(10)	
IIL125D	Introduction to Information Literacy I (block module)	(5)	(2)	
LF1125X	Life skills I (block module)	(5)	(2)	



**FIRST SEMESTER**

CGV115D	Corporate Governance I	(5)	(12)	
CUA115X	Communication for Academic Purposes I	(5)	(10)	
FAA115D	Financial Accounting IA	(5)	(12)	
WIU115D	WIL (Simulation) I	(5)	(12)	

**SECOND SEMESTER**

BCS115D	Business Communications I	(5)	(12)	
BIY115D	Business Information Systems I	(5)	(12)	
BMD115D	Business Mathematics I	(5)	(12)	
FAB115D	Financial Accounting IB	(5)	(12)	
PSG115D	Public Sector Governance, Control and Auditing I	(5)	(12)	

TOTAL CREDITS FOR THE FIRST YEAR: **120**

**SECOND YEAR**

CODE	MODULE	NQF-L	CREDIT	PREREQUISITE MODULE(S)
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**FIRST SEMESTER**

ATA216D	Auditing IA	(6)	(12)	Corporate Governance I
FAA216D	Financial Accounting IIA	(6)	(12)	Financial Accounting IA Financial Accounting IB
FMB216D	Financial Management IB	(6)	(12)	Financial Accounting IA Financial Accounting IB
TAA215D	Taxation IA	(5)	(12)	
WIA216D	WIL (Simulation) IIA	(6)	(12)	WIL (Simulation) I

TOTAL CREDITS FOR THE SEMESTER: 60

**SECOND SEMESTER**

ATB216D	Auditing IB	(6)	(12)	Corporate Governance I
BLW215D	Business Law I	(5)	(12)	
FAB216D	Financial Accounting IIB	(6)	(12)	Financial Accounting IA Financial Accounting IB
FMA216D	Financial Management IA	(6)	(12)	Financial Accounting IA Financial Accounting IB
WIB216D	WIL (Simulation) IIB	(6)	(12)	WIL (Simulation) I

TOTAL CREDITS FOR THE SEMESTER: 60

TOTAL CREDITS FOR THE SECOND YEAR: **120**

**THIRD YEAR**

CODE	MODULE	NQF-L	CREDIT	PREREQUISITE MODULE(S)
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**FIRST SEMESTER**

FAA316D	Financial Accounting IIIA	(6)	(12)	Financial Accounting IIA Financial Accounting IIB
IAA316D	Internal Auditing IIA	(6)	(12)	Auditing IA Auditing IB
IYA316D	Information Systems Auditing IA	(6)	(12)	Auditing IA Auditing IB



RMO316D	Risk Management and Control II	(6)	(12)	Corporate Governance I
WIA316D	WIL (Simulation) IIIA	(6)	(12)	WIL (Simulation) IIA WIL (Simulation) IIB
TOTAL CREDITS FOR THE SEMESTER:			60	
<b>SECOND SEMESTER</b>				
ASS316D	Audit Software Systems I	(6)	(12)	Auditing IA Auditing IB
FAB316D	Financial Accounting IIIB	(6)	(12)	Financial Accounting IIA Financial Accounting IIB
IAB316D	Internal Auditing IIB	(6)	(12)	Auditing IA Auditing IB
IYB316D	Information Systems Auditing IB	(6)	(12)	Auditing IA Auditing IB
WIB316D	WIL (Simulation) IIIB	(6)	(12)	WIL (Simulation) IIA WIL (Simulation) IIB
TOTAL CREDITS FOR THE SEMESTER:			60	
TOTAL CREDITS FOR THE THIRD YEAR:			<b>120</b>	
TOTAL CREDITS FOR THE QUALIFICATION:			<b>360</b>	

## MODULE INFORMATION (OVERVIEW OF SYLLABUS)

The syllabus content is subject to change to accommodate industry changes. Please note that a more detailed syllabus is available at the Department or in the study guide that is applicable to a particular module. At time of publication, the syllabus content was defined as follows:

### A

#### **AUDITING IA (ATA216D)**

**1 X 3-HOUR PAPER**

*(Module custodian: Department of Auditing)*

External Audit and its postulates. Foundation for auditing principles and practice. Auditing as a professional career choice. The South African Institute for Chartered Accountants (SAICA) code of ethics. Basic business structures, how a business operates and various cycles within a business illustrating key business concepts like objectives, risks and controls and various operational activities within a business. Development of critical thinking skills in real life scenarios and how to work independently. (Total notional time: 120 hours)

#### **AUDITING IB (ATB216D)**

**1 X 3-HOUR PAPER**

*(Module custodian: Department of Auditing)*

Foundation for internal auditing principles and practice with its primary focus on internal audit. Internal auditing as a professional career choice. The Institute of Internal Audit (IIA) code of ethics. Basic business structures, how a business operates and various cycles within a business illustrating key business concepts like objectives, risks and controls and various operational activities within a business. Development of critical thinking skills in real life scenarios and how to work independently. The different role players in a business and internal auditor's role and interaction with these various key role players. (Total notional time: 120 hours)

#### **AUDIT SOFTWARE SYSTEMS I (ASS316D)**

**1 X 3-HOUR PAPER**

*(Module custodian: Department of Auditing)*

An introduction of the availability of Generalised Audit Software (GAS) in conducting internal audit engagements in an effective and efficient manner. Upon successful, the student will have introductory knowledge and skills with regard to the main audit software systems that are available to the internal auditor or internal audit function in conducting audits in a business era that is dominated by significant volumes of data. (Total notional time: 120 hours)



**B****BUSINESS COMMUNICATIONS I (BCS115D)****1 X 3-HOUR PAPER***(Module custodian: Department of Auditing)*

To demonstrate the competency and the ability to present and communicate complex information in business management in a reliable, effective and coherent manner using both oral and written communication for academic purposes. (Total notional time: 120 hours)

**BUSINESS LAW I (BLW215D)****1 X 3-HOUR PAPER***(Module custodian: Department of Law)*

The South African legal system and to equip students with detailed knowledge, skills, attitudes and competencies to analyse and solve basic problems relating to the general principles of the law of contract and to specific contracts and other aspects of commercial law in South Africa. South African legal systems, principles of law of contracts. (Total notional time: 120 hours)

**BUSINESS INFORMATION SYSTEMS I (BIY115D)****CONTINUOUS ASSESSMENT***(Module custodian: End User Computing Unit)*

This module provides skills in working with advanced spreadsheets (MS Excel) functions, advanced features of word processing (MS Word) and database design (MS Access). (Total notional time: 120 hours)

**BUSINESS MATHEMATICS I (BMD115D)****1 X 3-HOUR PAPER***(Module custodian: Department of Mathematics and Statistics)*

The module will equip students with the ability to perform calculations. Furthermore, the module will provide students with knowledge of the application of interest calculations using numbers, ratios, exponential formulas, graphs, sequence and series and simple and compound interest calculations. (Total notional time: 120 hours)

**C****COMMUNICATION FOR ACADEMIC PURPOSES I (CUA115X)****1 X 3-HOUR PAPER***(Module custodian: Department of Auditing)*

A workable knowledge of English is an essential skill for any graduate who is required to conduct themselves successfully in a professional working environment. This module will equip students with the competencies required to compose a selection of written texts related to communicating both internally and externally within a professional environment. In addition, the module includes strategies that are essential for the effective communication in various situations, including small groups to avoid unproductive conflict, a multicultural context, etc. (Total notional time: 100 hours)

**COMPUTER LITERACY (CPI105X)****CONTINUOUS ASSESSMENT***(Module custodian: End User Computing Unit)*

This module provides foundational knowledge in computing fundamentals, essential digital skills in key applications based on MS Office Suite and network basics (i.e. MS Outlook and Internet). Online exams are mapped with End-User Computing: SAQA 49077 (61591) Core Element as well as Internet and Computing Core Certification (IC3). (Total notional time: 100 hours)

**CORPORATE GOVERNANCE I (CGV115D)****1 X 3-HOUR PAPER***(Module custodian: Department of Auditing)*

Principles of corporate governance as espoused in the King Report on Corporate Governance in South Africa and to apply these insights to simple case studies based on the business environment; Governance prescriptions of relevant legislation in South Africa; The identification and making of basic recommendations for the mitigation of risks in a business environment; Ethical decision-making with reference to the professional code of ethics and conduct of the Institute of Internal Auditors. (Total notional time: 120 hours)

**F****FINANCIAL ACCOUNTING IA (FAA115D)****1 X 3-HOUR PAPER***(Module custodian: Department of Accounting)*

The module introduces the accounting process for recording of transactions from source documents through to the financial statements of a sole trader. The focus is on the measurement and recognition of Value Added Tax (VAT), assets, liabilities, income and expenses; recognition of accounting adjustments and period end adjustments. (Total notional time: 120 hours)



**FINANCIAL ACCOUNTING IB (FAB115D)****1 X 3-HOUR PAPER****(Module custodian: Department of Accounting)**

The module will re-enforce the accounting process for recording of transactions from source documents through to the financial statements of a partnership, close corporation and non-profit organisation. The focus is on the measurement and recognition of Value Added Tax (VAT), assets, liabilities, income and expenses; statement of cash-flow, the disposal of non-current assets, recognition of accounting adjustments and period end adjustments. (Total notional time: 120 hours)

**FINANCIAL ACCOUNTING IIA (FAA216D)****1 X 3-HOUR PAPER****(Module custodian: Department of Accounting)**

Requirements of the Companies Act, 2008 (Act No. 71 of 2008) in respect of the preparation of a set of financial statements; the accounting framework and presentation of financial statements; property, plant and equipment, inventories, revenue, events after reporting period and change in accounting policies, estimates and prior period's error. (Total notional time: 120 hours)

**FINANCIAL ACCOUNTING IIB (FAB216D)****1 X 3-HOUR PAPER****(Module custodian: Department of Accounting)**

Introduction to group financial statements (simple group structure, elimination of intergroup transactions), the statement of cash flows, the accounting treatment and disclosure of income tax including deferred tax, foreign exchange transactions, earnings and dividends per share and analysis of financial statement. (Total notional time: 120 hours)

**FINANCIAL ACCOUNTING IIIA (FAA316D)****1 X 3-HOUR PAPER****(Module custodian: Department of Accounting)**

A broad overview of the framework and Presentation of financial statement (IAS 1), Income tax (IAS 12), Property, plant and equipment ((IAS 12) and (IFRS 13)), Impairment of assets (IAS 36), Intangible assets (IAS 38), Earnings per share (IAS 33) and Leases (IAS 17). (Total notional time: 120 hours)

**FINANCIAL ACCOUNTING IIIB (FAB316D)****1 X 3-HOUR PAPER****(Module custodian: Department of Accounting)**

Recording and disclosure of financial information as required by the accounting standards. The syllabus covers the following topics: Consolidated financial statements, Cash flow statements (IAS 7). Accounting policies, Change in accounting estimates and errors (IAS 8), Interpretation of financial statements; Borrowing costs (IAS 23) and Foreign currency transaction ((IAS 30) and (IFRS 7)). (Total notional time: 120 hours)

**FINANCIAL MANAGEMENT IA (FMA216D)****1 X 3-HOUR PAPER****(Module custodian: Department of Finance and Investment)**

Fundamentals of financial management with regards to corporate finance. Students will be exposed to and assessed on the role and purpose of financial management; understanding financial statements; analysis of financial statements for decision making; time value of money; risk and return relationships; business valuation; short-term planning and current asset management. (Total notional time: 120 hours)

**FINANCIAL MANAGEMENT IB (FMB216D)****1 X 3-HOUR PAPER****(Module custodian: Department of Finance and Investment)**

The fundamentals of cost accounting. Students will be exposed to and assessed on the purpose of management accounting, cost classification, the determination of product costs, cost allocation according to traditional and activity-based costing methods, inventory management, cost accumulation according to job and process costing methods, the treatment of joint and by-products and cost determination according to the direct and absorption costing methods, cost-volume-profit analysis and decision-making. (Total notional time: 120 hours)

**I****INFORMATION SYSTEMS AUDITING IA (IYA316D)****1 X 3-HOUR PAPER****(Module custodian: Department of Auditing)**

Introductory knowledge and skills of what an information systems audit entails and adherence to IT Professional Standards. The student is introduced to the International Professional Body (ISACA) that governs the conduct of Information Systems audits. (Total notional time: 120 hours)



**INFORMATION SYSTEMS AUDITING IB (IYB316D)****1 X 3-HOUR PAPER****(Module custodian: Department of Auditing)**

Engagement planning, risk and control identification of a given control environment within business, preparation of test procedures to be included in the audit program, conducting of test procedures, selecting samples for the required test procedures and documenting the test results in the audit working papers. Students will not only be competent from a technical skill perspective but will also be competent in the softer skills such as effective communication when compiling reports for the audits that were conducted, conflict management skills as students will be exposed to scenarios where group assignments will have to be completed. (Total notional time: 120 hours)

**INTERNAL AUDITING IIA (IAA316D)****1 X 3-HOUR PAPER****(Module custodian: Department of Auditing)**

Principles and rules of the Code of Ethics; Performance and implementation standards; Analyses of the information technology (IT) environment; Audit within the revenue and receipt cycle; Audit within the purchasing and payment cycle. (Total notional time: 120 hours)

**INTERNAL AUDITING IIB (IAB316D)****1 X 3-HOUR PAPER****(Module custodian: Department of Auditing)**

Audits in the bank and cash, inventories, production and warehousing, human resources and payroll cycles; compliance with Health and Safety legislation and policies within an organisation; and communicate audit results. (Total notional time: 120 hours)

**INTRODUCTION TO INFORMATION LITERACY I (IIL125D)****CONTINUOUS ASSESSMENT****(Module custodian: Directorate of Library and Information Services)**

Introduction of information literacy. Development of a search strategy and application of a search string to search engines and academic databases. Evaluation of information sources. Ethical and legal use of information. (Total notional time: 20 hours)

**L****LIFE SKILLS I (LF1125X)****CONTINUOUS ASSESSMENT****(Module custodian: Directorate of Student Development and Support)**

Personal, socio-emotional and academic skills development for students in higher education. This module includes 1. Intra- and interpersonal skills (e.g. emotional intelligence, relationships, and conflict management); 2. General study skills (e.g. time management, goal setting, learning styles); 3. Health and wellness (e.g. HIV/AIDS, GBV issues, substance abuse); 4. Student life and adjustment (e.g. identity development, adjusting to a higher education environment); and 5. Financial management. (Total notional time: 20 hours)

**P****PUBLIC SECTOR GOVERNANCE, CONTROL AND AUDITING I (PSG115D)****1 X 3-HOUR PAPER****(Module custodian: Department of Public Sector Finance)**

General theoretical principles and the requirements outlined by relevant regulations and legislation governing the national, provincial and local spheres of government, the role players involved and ethical principles applicable. (Total notional time: 120 hours)

**R****RISK MANAGEMENT AND CONTROL II (RMO316D)****1 X 3-HOUR PAPER****(Module custodian: Department of Auditing)**

The required knowledge to act in an advisory capacity regarding a risk management strategy for the organisation, i.e. the steps required to identify and prevent potential problems before they occur and to plan for detection and risk-handling activities, should problems occur, that will mitigate their adverse impact on the organisation achieving its objectives. The module content is to an extent aligned to that of the International Certificate in Enterprise Risk Management of the Institute of Risk Management. (Total notional time: 120 hours)



**TAXATION IA (TAA215D)****1 X 3-HOUR PAPER****(Module custodian: Department of Accounting)**

A broad overview of the different South African taxes with specific reference to income tax and the related topics of gross income, exempt income and deductions; fringe benefits; employees' tax; provisional tax and taxes on non-residents. (Total notional time: 120 hours)

**WIL (SIMULATION) I (WIU115D)****WORK-INTEGRATED LEARNING****(Module custodian: End User Computing Unit)**

This module provides students with skills in working with computer accounting applications. Therefore the module aims to send a student into the business and financial workplace as a confident user of accounting computing tools such as setting a company up and doing the daily accounting processing. Using technology-assisted learning, the module integrates the theory from Accounting with a practical element and the student will work with a computer-based entity (sole trader and partnership) on which aspects of Accounting can be performed. (Total notional time: 120 hours)

**WIL (SIMULATION) IIA (WIA216D)****WORK-INTEGRATED LEARNING****WIL (SIMULATION) IIB (WIB216D)****WORK-INTEGRATED LEARNING****(Module custodian: End User Computing Unit)**

This module provides students with skills in working with computer accounting applications. Using technology-assisted learning. This module integrates the theory from Accounting and Taxation with a practical element and the student will work with a computer-based entity (company) on which aspects of Accounting and Taxation can be performed. Students must be able to recognise, classify and measure various line items in the Statement of financial position, Statement of profit and loss and other comprehensive income, Statement of cash flows and Statement of changes in equity according to their relevant International Financial Reporting Standards (IFRS). (Total notional time: 120 hours)

**WIL (SIMULATION) IIIA (WIA316D)****WORK-INTEGRATED LEARNING****(Module custodian: Department of Auditing)**

This module will introduce students to ACL-GRC software. ACL-GRC is a software tool that helps to improve the efficiency and effectiveness of risk-based auditing and work paper management during the conduct of an internal audit or information technology audit engagement in an organisation. (Total notional time: 120 hours)

**WIL (SIMULATION) IIIB (WIB316D)****WORK-INTEGRATED LEARNING****(Module custodian: Department of Auditing)**

This module will further elaborate on the functionalities and commands that students can apply with the ACL-GRC software. ACL-GRC is a software tool that helps to improve the efficiency and effectiveness of risk-based auditing and work paper management during the conduct of an internal audit or information technology audit engagement in an organisation. (Total notional time: 120 hours)

