

ADVANCED DIPLOMA IN PUBLIC FINANCE

AdvDip (Public Finance) - NQF Level 7 (120 credits)

Qualification code: **ADPF20**

SAQA ID: 110079, CHE NUMBER: H/H16/E141CAN

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

REMARKS

- a. *Admission requirement(s):*
A Diploma in Public Finance, **or** a relevant bachelor's degree, **or** an equivalent qualification at NQF Level 6 with a minimum of 360 credits.
- Holders of any other equivalent South African or international qualification may also be considered, see Chapter 1 of Students' Rules and Regulations.
- b. *Selection criteria:*
Admission is subject to selection. Acceptance is subject to available capacity according to the Student Enrolment Plan (SEP). 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.
- 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 on Ga-Rankuwa Campus and evening classes on Mbombela and Polokwane campuses.
- f. *Minimum duration:*
One year.
- g. *Exclusion and readmission:*
See Chapter 2 of Students' Rules and Regulations.
- h. *WIL Public Finance IV (Simulation):*
See Chapter 5 of Students' Rules and Regulations.

CURRICULUM

ATTENDANCE

CODE	MODULE	NQF-L	CREDIT
PFM107V	Public Finance Management IV	(7)	(20)
PFW107V	Public Finance Law IV	(7)	(20)
PPS107V	Professional Standards and Ethics in Public Sector IV	(7)	(12)
WPF107V	WIL in Public Finance IV (Simulation)	(7)	(20)

FIRST SEMESTER

AUA117V	Auditing IVA	(7)	(12)
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PF117V Office Practice and Interpersonal (7) (12)
Relations IV

SECOND SEMESTER

AUB117V Auditing IVB (7) (12)
RPF117V Research Principles in Public (7) (12)
Finance IV

TOTAL CREDITS FOR THE QUALIFICATION: 120

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 IVA (AUA117V) 1 X 3-HOUR PAPER
(Module custodian: Department of Auditing)

This module explains the critical role and importance of the external audit function in the public sector to students. The module explores broad understanding of the public sector mandate, financial management legislations (Public Finance Management Act, 1999 (Act No. 1 of 1999) and Municipal Finance Management Act, 2003 (Act No. 53 of 2003)), the Constitutional mandate of the Supreme Audit Institution, the audit process (with specific focus on the audit of financial statements, compliance with laws and regulations; and the audit of performance predetermined objectives and the performance information), and the audit evidence. External audit function in the public sector builds public confidence in the use of public funds and assets. It supports the governments (at national, provincial and local levels – including the public entities) to exercise their responsibilities for the use of public resources into service delivery to citizens. (Total notional time: 120 hours)

AUDITING IVB (AUB117V) 1 X 3-HOUR PAPER
(Module custodian: Department of Auditing)

This module explains the critical role and importance of identifying risks during the audit process in the public sector to students. The module explores broad understanding of the risk management framework that is aligned with objectives in public sector, the risk management structure and reporting lines, the role that internal audit, external audit and fraud prevention play in the process. An understanding of the tools and techniques to categorise and document the identified risks, the severity rating of the risks, monitoring, review and report on the risk profile and actions taken to manage risks that will form part of the audit function in the public sector. Preventing risks is critical to the smooth functioning of the public service institutions – and thereby it build public confidence in the use of public funds and assets. It supports the governments (at national, provincial and local levels – including the public entities) to exercise their responsibilities for the use of public resources into service delivery to citizens. (Total notional time: 120 hours)

O

OFFICE PRACTICE AND INTERPERSONAL RELATIONS IV (PF117V) 1 X 3-HOUR PAPER
(Module custodian: Department of People Management and Development)

An introduction to organisational behaviour, organisational culture, individual diversity in the workplace, groups and teams and communication in the information age. (Total notional time: 120 hours)

P

PROFESSIONAL STANDARDS AND ETHICS IN PUBLIC SECTOR IV (PPS107V) 1 X 3-HOUR PAPER
(Module custodian: Department of Public Sector Finance)

Professional standards and code of conduct as prescribed by relevant national and international professional bodies, conflicts of interest, bribery and corruption, political interference, professionalism and integrity, ethical conflict resolution and ethical decisions and analysis of behaviour. (Total notional time: 120 hours)



PUBLIC FINANCE LAW IV (PFW107V)**1 X 3-HOUR PAPER****(Module custodian: Department of Public Sector Finance)**

Revenue and revenue related acts and regulations, expenditure and related act and regulation include supply chain management, financial management related acts, regulations, practice notes and circulars, government accounting standards, standard chart of account (SCOA and MSCOA), financial intelligence and related acts, prevention and combating of Corrupt Practices Act, 2004 (Act No. 12 of 2004) and Public Service Act, 1994 (Act No. 13 of 1994). (Total notional time: 200 hours)

PUBLIC FINANCE MANAGEMENT IV (PFM107V)**CONTINUOUS ASSESSMENT****(Module custodian: Department of Public Sector Finance)**

Demonstrate an understanding of strategic planning, compile an in-year monitoring report and analyse the financial statements of a government department or a municipality. (Total notional time: 200 hours)

R**RESEARCH PRINCIPLES IN PUBLIC FINANCE IV (RPF117V)****CONTINUOUS ASSESSMENT****(Module custodian: Department of Public Sector Finance)**

The purpose of research and the qualities of a good researcher, types of research, the research process, research ethics, plagiarism and contamination of data, referencing and citation styles and practical applications and academic literacy review. (Total notional time: 120 hours)

W**WIL IN PUBLIC FINANCE IV (SIMULATION) (WPF107V)****SIMULATED WORK-INTEGRATED
LEARNING****(Module custodian: Department of Public Sector Finance)**

Demonstrate skills required to be competent in the public finance management and public finance accounting through financial management and reporting, ethical behaviour and office practice and interpersonal relations. (Total notional time: 200 hours)

