

Fasset Learnerships: Professional Qualification: Certified Accounting Technician (CAT) Learnership



Professional Body:	The Association of Chartered Certified Accountants (ACCA)
Learnership Title:	Certified Accounting Technician (CAT) Learnership
Learnership Code:	01/Q010013/00/390/5
NQF Level:	5

Whether you wish to start a career in finance, gain recognition for the wealth of skills and experience you have already achieved, or want accelerated progression to the ACCA Professional Scheme and a more senior position in accountancy, the ACCA Certified Accounting Technician (CAT) Learnership will help you towards your career of choice.

The CAT Learnership comprises a combination of examinations and practical experience. It is designed to equip learners with the necessary technical skills and knowledge required to fulfill an accounting role at technician level. It also provides a firm foundation of knowledge and the opportunity to fast track learners towards becoming professional ACCA Accountants.

The CAT qualification is internationally recognized, highly regarded and can lead to a challenging and rewarding career. Upon completion of the examination (minimum of 18 months to a maximum of two years) and the required practical experience, learners are able to use the CAT designation after their name and work as account support staff offering assistance to professional accountants.

Entrance Requirements

- 16 years or older, no formal qualification required
- Literacy and numeracy
- Previous examinations and experience may entitle a learner to exemptions from certain papers. This will ensure the point of entry is suitable for the learner's level of knowledge and skills.

Syllabus

There are nine examinations, split into three levels (Introductory, Intermediate and Advanced). These are all designed to test the knowledge, skills and understanding required for an accounting support role. Examinations at the Advanced level are equivalent to the first year of a university degree.

Introductory Level
Paper 1 – Recording Financial Transactions Paper 2 – Information for Management Control
Intermediate Level
Paper 3 – Maintaining Financial Records Paper 4 – Accounting for Costs
Advanced Level

Paper 5 – Managing People and Systems
Paper 6 – Drafting Financial Statements
Paper 7 – Planning, Control and Performance Management

Two options from

Paper 8 – Implementing Audit Procedures
Paper 9 – Preparing Taxation Computations 2
Paper 10 – Managing Finances

Examinations

Paper-based Examinations

There are two examination sessions per year – June and December. Papers can be written in any order with a maximum of four papers per examination session.

Computer-based Examinations (CBE)

Flexibility is key, when it comes to writing Cat examinations. At Introductory and Intermediate Levels of the CAT exams, learners can choose to sit some or all of these papers as computer-based exams (CBE). CBE offers learners the flexibility to sit papers outside the prescribed June and December exam sessions, providing immediate access to results upon completion. Before taking any computer-based examinations, learners must register with the ACCA.

Practical Workplace Training

Practical training ensures that learners acquire and demonstrate the necessary competencies in a wide range of technical, management and personal skills. Learners must complete at least one year of supervised workplace experience, before, during and after completion of the examinations, in any sector (commerce and industry, public sector, public practice) and meet the minimum competence requirements. Learners provide evidence of having fulfilled the practical experience requirements by regularly completing the Technician Training Record (TTR). The supervisor must review and authorize the work undertaken. To achieve CAT status, learners must satisfy one year of supervised practical training.

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