



ICB
ACCREDITED BUSINESS
QUALIFICATIONS

2019 Programme for Campus Learners

Internationally recognised | Locally essential

Registered and Reputable

All ICB qualifications are **registered on the National Qualifications Framework (NQF)** by the **South African Qualifications Authority (SAQA)**.

Our programmes are valued by employers, and our graduates are recognised locally and internationally by several professional bodies.

ICB qualifications are modular, which means you can build on them as your studies or career progress. You can also qualify in another programme just by completing a few more subjects.

We are a **Quality Assurance Partner for the Quality Council for Trades and Occupations (QCTO)**. The **Finance and Accounting Services Sector Education and Training Authority (Fasset)** issues NQF aligned certificates and diplomas to our graduates.

PLEASE NOTE

The ICB is not a training provider – rather, we are an **examining body** for several registered business qualifications.



CHOOSE
what to study

ICB's 5 Study Programmes

FINANCIAL ACCOUNTING
OFFICE ADMINISTRATION
PUBLIC SECTOR ACCOUNTING
ENTREPRENEURSHIP
BUSINESS MANAGEMENT

The ICB's 5 programmes are designed to give you the most relevant, practical and useful knowledge and skills to make you employable and valuable.

When you look at the programmes in detail, you'll see that some subjects appear in all of them. These are the courses that give you the most essential skills, no matter what programme you choose.

HOW to STUDY



FULL TIME

Most **school leavers** opt for full time studies as they have no work commitments.



AT A COLLEGE in a classroom

Monthly exams

Training providers conduct formal exams for **classroom-based students every month**.



PART TIME

If you're **working full time** and want to gain a qualification, you can attend classes after hours every week.

5 REASONS to choose the ICB



HIGH QUALITY LEARNING EXPERIENCE

Our unique study methodology has been designed to give you the best chance of succeeding.

You'll get a Portfolio of Evidence which includes 3 assignments and 2 tests.

There's also College tuition, textbooks and workbooks, and study support.



FLEXIBLE STUDY OPTIONS

Full time, part time, after hours, classroom learning and distance learning.



STUDY AT YOUR OWN PACE

Choose how many subjects you want to do at a time and when you want to do the final exams.



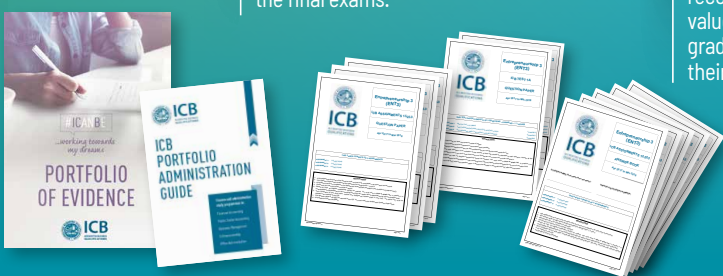
ACHIEVE YOUR QUALIFICATIONS QUICKLY

You'll get your first qualification after completing just a few subjects.



NQF REGISTERED ON THE NATIONAL QUALIFICATIONS FRAMEWORK

All our programmes are high quality, recognised, and valued by our graduates and their employers.



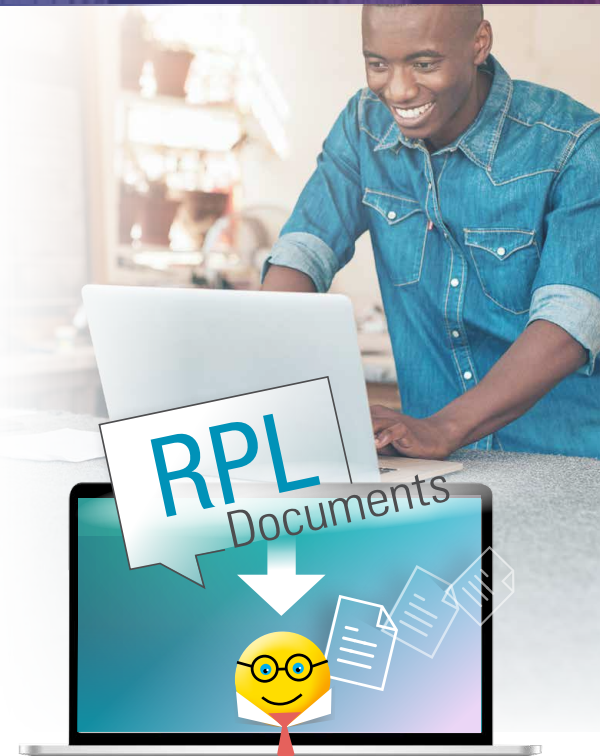
Recognising Prior Learning and Work Experience

To be considered for exemptions/RPL and credit towards an ICB qualification (note: this is not guaranteed), your previous qualifications or part-qualifications must have been registered on the NQF within the last five years. If these are more than five years old, you will also need to provide proof of more recent, relevant work experience.

We'll review your application and may offer you credits based on subjects you've already passed, or we may ask you to complete a RPL Portfolio of Evidence (PoE) which we will supply.

If you qualify for exemptions and want to go ahead and accept these credits, you will need to pay another fee to be granted full or conditional exemptions, and remember: you must be registered with the ICB too.

Refer to our website for the RPL fees.



DOWNLOAD

THE ICB STUDENT DETAILS FORM and the **GUIDELINES FOR RPL** from our website or email our support team on support@icb.org.za

**CELEBRATING
89 YEARS**

Internationally Recognised
Locally Essential



500
Accredited
providers



50,000
Student exams
annually



25,000
Successful
qualifications
over the last 15 years



15,000
Students
every year

CHECK OUT
our **NEW Online
PoE Option.**



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Mowbray 7700, Cape Town, South Africa

EMAIL US
support@icb.org.za

LIVE CHAT
www.icb.org.za



ICB VIDEO
Scan this
QR code

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- 16+ NO MATRIC? no problem!
- START NOW! finish later
- EARN NOW! while you learn...
- NQF 3-6 Qualifications
- 2 EXTRA SUBJECTS = ADDITIONAL QUALIFICATIONS

MONTH	FEBRUARY					MARCH		APRIL		MAY					JUNE	
EXAM DATES	Sat 9 FEB	Mon 11 FEB	Tue 12 FEB	Wed 13 FEB	Thu 14 FEB	Sat 9 MAR	Mon 11 MAR	Sat 6 APR	Mon 8 APR	Sat 11 MAY	Mon 13 MAY	Tue 14 MAY	Wed 15 MAY	Thu 16 MAY	Sat 1 JUN	Mon 3 JUN
SUBJECTS	BKTB PMSR CPBK BUSL FNST CMGT ITRT BLAC	BKTB CMGT CRPS FMCL ENT1 ENT2 BOA2	MACS FNST PMSR PAAD BMT1 BMT2 BMT3 ENT3 BOA1	CPBK ITRT TPAC FRRF HRLR OLPR MGMT BLAP	BUSL RTAP BLAC MMPR BOA3 ECON	BKTB PMSR CPBK BUSL FNST CMGT ITRT BLAC	BKTB PMSR CPBK BUSL FNST CMGT ITRT BLAC	BKTB PMSR CPBK BUSL FNST CMGT ITRT BLAC	BKTB PMSR CPBK BUSL FNST CMGT ITRT BLAC	BKTB PMSR CPBK BUSL FNST CMGT ITRT BLAC	BKTB CMGT CRPS FMCL ENT1 ENT2 BOA2	MACS FNST PMSR PAAD BMT1 BMT2 BMT3 ENT3 BOA1	CPBK ITRT TPAC FRRF HRLR OLPR MGMT BLAP	BUSL RTAP BLAC MMPR BOA3 ECON	BKTB PMSR CPBK BUSL FNST CMGT ITRT BLAC	BKTB PMSR CPBK BUSL FNST CMGT ITRT BLAC
Exam ENTRIES due by	Sat 29 DEC 2018					Sat 26 JAN 2019		Sat 23 FEB 2019		Sat 30 MAR 2019					Sat 20 APR 2019	
Enter for RE-WRITE by	Fri 25 JAN 2019					Fri 22 FEB 2019		Fri 22 MAR 2019		Fri 26 APR 2019					Fri 17 MAY 2019	
POSTPONE by	Fri 25 JAN 2019					Fri 22 FEB 2019		Fri 22 MAR 2019		Fri 26 APR 2019					Fri 17 MAY 2019	
RESULTS released by ICB	Fri 29 MAR 2019					Fri 26 APR 2019		Fri 24 MAY 2019		Fri 28 JUN 2019					Fri 19 JUL 2019	

IMPORTANT! Please double check with your College that they will be offering an exam for the subject you want to write on these dates. You'll also need to find out what their cut-off dates are for entries for the exams you want to write.

MONTH	JULY		AUGUST					SEPTEMBER		OCTOBER		NOVEMBER					DECEMBER		
EXAM DATES	Sat 6 JUL	Mon 8 JUL	Sat 10 AUG	Mon 12 AUG	Tue 13 AUG	Wed 14 AUG	Thu 15 AUG	Sat 7 SEP	Mon 9 SEP	Sat 12 OCT	Mon 14 OCT	Sat 16 NOV	Mon 18 NOV	Tue 19 NOV	Wed 20 NOV	Thu 21 NOV	Sat 7 DEC	Mon 9 DEC	
SUBJECTS 	BKTB PMSR CPBK BUSL FNST CMGT ITRT BLAC	BKTB PMSR CPBK BUSL FNST CMGT ITRT BLAC MMPR BOA1	BKTB PMSR CPBK BUSL FNST CMGT ITRT BLAC	BKTB CMGT CPRS FMCL ENT1 ENT2 BOA2	MACS FNST PMSR PAAD BMT1 BMT2 BMT3 ENT3 BOA1	CPBK ITRT TPAC FRRF HRLR OLPR MGMT BLAP	BUSL RTAP BLAC MMPR BOA3 ECON	BKTB PMSR CPBK BUSL FNST CMGT ITRT BLAC	BKTB PMSR CPBK BUSL FNST CMGT ITRT BLAC MMPR BOA1	BKTB PMSR CPBK BUSL FNST CMGT ITRT BLAC	BKTB PMSR CPBK BUSL FNST CMGT ITRT BLAC MMPR BOA1	BKTB PMSR CPBK BUSL FNST CMGT ITRT BLAC	BKTB CMGT CPRS FMCL ENT1 ENT2 BOA2	MACS FNST PMSR PAAD BMT1 BMT2 BMT3 ENT3 BOA1	CPBK ITRT TPAC FRRF HRLR OLPR MGMT BLAP	BUSL RTAP BLAC MMPR BOA3 ECON	BKTB PMSR CPBK BUSL FNST CMGT ITRT BLAC	BKTB PMSR CPBK BUSL FNST CMGT ITRT BLAC MMPR BOA1	
	Exam ENTRIES due by	Sat 25 MAY 2019		Sat 29 JUN 2019					Sat 27 JUL 2019		Sat 31 AUG 2019		Sat 5 OCT 2019					Sat 26 OCT 2019	
	Enter for RE-WRITE by	Fri 21 JUN 2019		Fri 26 JUL 2019					Fri 23 AUG 2019		Fri 27 SEP 2019		Fri 1 NOV 2019					Fri 22 NOV 2019	
	POSTPONE by	Fri 21 JUN 2019		Fri 26 JUL 2019					Fri 23 AUG 2019		Fri 27 SEP 2019		Fri 1 NOV 2019					Fri 22 NOV 2019	
	RESULTS released by ICB	Fri 23 AUG 2019		Fri 27 SEP 2019					Fri 25 OCT 2019		Fri 29 NOV 2019		Fri 10 JAN 2020					Fri 24 JAN 2020	

STUDY FURTHER ELSEWHERE with credit for your ICB qualification.

CIMA
Chartered Institute of Management Accountants
www.cimaglobal.com

ACCA
Association of Chartered Certified Accountants
www.accaglobal.com

Chartered Secretaries
Southern Africa
www.chartsec.co.za

PROFESSIONAL MEMBERSHIP OPPORTUNITIES
you can apply to after your studies are completed.

ICBA
Institute of Certified Bookkeepers and Accountants
www.icba.org.za

sait
South African Institute of Tax Professionals
www.thesait.org.za

saiba
SOUTHERN AFRICAN INSTITUTE FOR BUSINESS ACCOUNTANTS
www.saiba.org.za

IAB
International Association of Business Accountants
www.iab.org.uk

IAAP
International Association of Accounting Professionals
www.accountingprofessional.org

For more information on Further Studies and Professional Memberships see our website: www.icb.org.za

CHOOSE your study path

The ICB's 5 study programmes

This chart shows how **some of the subjects overlap** across our programmes and how easy it is to complete just a few extra subjects to **attain a second qualification**.



SCAN this QR code and watch our video

	Financial Accountant Accounting Technician Senior Bookkeeper Bookkeeper FINANCIAL ACCOUNTING PROGRAMME	Admin Manager Senior Office Administrator Office Administrator OFFICE ADMINISTRATION PROGRAMME	Public Sector Financial Accountant Public Accounting Technician Public Accounts Administrator PUBLIC SECTOR ACCOUNTING PROGRAMME	Management Accountant Senior Entrepreneur Entrepreneur ENTREPRENEURSHIP PROGRAMME	Business Accountant Senior Business Administrator Business Administrator BUSINESS MANAGEMENT PROGRAMME
National Certificate: Bookkeeping NQF L3 (SAQA ID: 58375)	●		●		●
Further Education and Training Certificate: Bookkeeping NQF L4 (SAQA ID: 58376)	●		●		●
National Diploma: Technical Financial Accounting NQF L5 (SAQA ID: 36213)	●		●		●
National Diploma: Financial Accounting NQF L6 (SAQA ID: 20356)	●		●		●
Certificate: Office Administration NQF L5 (SAQA ID: 23618)	●	●			
Higher Certificate: Office Administration NQF L6 (SAQA ID: 23619)	●	●			
Diploma: Office Administration NQF L6 (SAQA ID: 35958)	●	●			
National Certificate: Public Sector Accounting NQF L4 (SAQA ID: 20352)			●		
Diploma: Public Sector Accounting NQF L5 (SAQA ID: 20353)			●		
National Diploma: Financial Accounting NQF L6 (SAQA ID: 20356)			●		
National Certificate: Small Business Financial Management NQF L4 (SAQA ID: 48736)			●	●	
Higher Certificate: Office Administration NQF L5 (SAQA ID: 23619)			●	●	
National Diploma: Financial Accounting NQF L6 (SAQA ID: 20356)			●	●	
National Certificate: Small Business Financial Management NQF L4 (SAQA ID: 48736)				●	●
Higher Certificate: Office Administration NQF L5 (SAQA ID: 23619)				●	●
National Diploma: Financial Accounting NQF L6 (SAQA ID: 20356)				●	●
BKTB Bookkeeping to Trial Balance	●		●		●
PMSR Payroll and Monthly SARS Returns	●		●		●
CPBK Computerised Bookkeeping	●		●		●
BUSL Business Literacy	●		●		●
FNST Financial Statements		●		●	
CMGT Cost and Management Accounting		●		●	
ITRT Income Tax Returns			●		
BLAC Business Law and Accounting Control			●		
CRPS Corporate Strategy					●
MACS Management Accounting Control Systems					●
FRRF Financial Reporting and Reg Frameworks					●
RTAP Research Theory and Practice					●
BOA1 Business & Office Administration 1		●			
MMPR Marketing Management and Public Relations		●		●	
BLAP Business Law and Administrative Practice		●			
BOA2 Business & Office Administration 2			●		
HRLR HR Management and Labour Relations				●	
ECON Economics					●
BOA3 Business and Office Administration 3			●		
MGMT Management			●		
PAAD Public Accounting Administration			●		
TPAC Technical Public Accounting			●		
BMT1 Business Management 1					●
OLPR Office and Legal Practice				●	
BMT2 Business Management 2					●
BMT3 Business Management 3					●
FMCL Financial Management and Control					●
ENT1 Entrepreneurship 1				●	
ENT2 Entrepreneurship 2				●	
ENT3 Entrepreneurship 3					●
	12 SUBJECTS	12 SUBJECTS	12 SUBJECTS	12 SUBJECTS	12 SUBJECTS