

Financial
Management and
Taxation

2022



FORENSIC ACCOUNTING SHORT COURSES

Presented by the Department of Auditing, University of Pretoria

Shifting knowledge to insight



Shifting knowledge to insight

The rapid and vast changes we are beginning to experience in both our personal and professional lives call for a drastic shift in our thinking patterns and the way in which every industry will need to conduct business in the near future. Not only will business models in each and every trade need to transform in order to meet the growing needs and demands of consumers, but – more importantly – we will need to make a shift in the way we see and experience the world.

We currently live in a world governed by unprecedented technological advances – artificial intelligence, 3D printing and self-driving cars to mobile supercomputers, robotics and nanotechnology – that are all evidence of the significant change that is starting to happen around us right now.

We are on the brink of the Fourth Industrial Revolution that will no doubt change the way humankind lives, works and relates to one another. We are experiencing change at a speed unlike anything the world has experienced before, that compels us to live and create realities that were previously unthinkable.

As a means of contributing to the overall growth of the global market and anticipating future shifts in the way we then have to do business, **Enterprises University of Pretoria (Enterprises UP)** provides specialised training programmes and short courses for skills development as well as research and advisory services for critical business insights to both our clients and individuals in South Africa and beyond.

What better way to remain on top of global changes in every walk of life and industry than through a partnership with a leading training and research provider that is backed by a solutions-driven approach and experts from the **University of Pretoria**.

We not only ensure that you increase productivity and enhance service excellence in your line of business, but also that you continuously engage in groundbreaking knowledge transfer in an ever-changing world by always **shifting knowledge to insight**.

TRAINING SOLUTIONS

We are committed to lifelong learning and offer a unique selection of more than 500 short courses across 20 fields of industry. We also provide a choice of different training options that suit your needs and range from **scheduled short courses** and **online** and/or **blended courses** to **Continued Professional Development (CPD)** courses and **customised corporate training** to meet the growing demands of the changing global business and professional environments.



Choose from a variety of career-focused training options customised to your needs.

The best selection of training solutions customised to your own identified skills development needs.



Maximise career-growth opportunities within all industries and places of work.

Enrol in specialised training programmes and short courses for industry-aligned learning experiences.



Access training around the clock and complete it at your own pace.

Online and blended (hybrid) courses provide access to training opportunities anywhere and at any time.



Keep up with the latest developments in your field of expertise.

Complete CPD courses* to maintain your professional status and keep your expert knowledge up to date.

(*Registered with various local and international professional industry bodies.)



Take your knowledge to the next level with an entry point to formal qualifications.

With select credit-bearing** courses, you can start building your portfolio towards degree outcomes.

(*Credits are afforded in specified circumstances only and exclusively to formal degree programmes presented by UP. See the index for more details on credit-bearing courses and applicable programmes.)



Earn a certificate by a world-class, top-ranked* university.

Receive a certificate** of either successful completion or attendance issued by the University of Pretoria.

(*QS World University Rankings. **Relevant assessment criteria apply to the specific certificate earned.)

RESEARCH SOLUTIONS

We provide a service offering that spans **50 plus areas of functional expertise and capability**. Within each of these areas the total service offering is well balanced between **applied research, advisory services and specialised business units**. Most of our projects are **highly customised** and the solutions contained within each project draws on the latest **best practice** as informed by science and evidence.



Make business decisions informed by scientific evidence.

Science and scientific methods are embedded within our total solution offering.



Implement solutions that are shaped by and applicable to real-world challenges.

The strong symbiotic relationship between science and application enables us to generate solutions that are both innovative and practical.



Enrich your perspective by allowing multidisciplinary project teams to generate 360 degree insights.

We deploy various knowledge experts on the same project to generate enriched perspectives and diverse views.



Be a beneficiary of our creative journey with new ideas and solutions.

We are a breeding ground for new ideas, solutions and innovations – and only after they have been tested and applied do we put them into practice.

WHY PARTNER WITH US?



A single point of entry for all training, research and advisory services.



Access to all knowledge outputs from the University of Pretoria.



Personalised services to achieve unique business and professional development goals.



Innovative solutions for targeted training and critical business insight.



An extensive international footprint spanning six continents.



Draw from leading industry experts and South Africa's finest thought leaders.

SOLUTIONS-DRIVEN APPROACH

Our solutions present a multifaceted value proposition aligned with organisational objectives, personal growth and skills development goals – either as a combination of Training Solutions and Research Solutions or as distinct solutions on their own. This also means that your company can optimise on B-BBEE scorecard points with a combination of our offerings that support the following outcomes:

1

Work readiness development.

W

Let entry-level employees acquire the right skills to help them integrate into the world of work more easily.

2

Workplace Skills Plan (WSP) activation.

O

Develop capacity and equip designated employees with professional skills aligned with industry needs.

3

Community engagement.

R

Ignite change in communities through experiential training and innovative business opportunities.

4

Enterprise and supplier development.

K

Invest in small business entities and start-ups that aspire to be more effective, efficient and sustainable.

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Fraud Risk Management

Presented by the Department of Auditing, University of Pretoria

Virtual course: 09 – 13 May 2022 | Contact course: 26 – 30 Sep 2022

CREDIT BEARING

The **Fraud Risk Management** short course provides you with a full awareness of fraud and corruption malpractice in support of developing fraud risk management strategies. As the extent of fraud and corruption is a major concern throughout the world, professionals at all levels of management in all organisations, industries as well as government departments must be vigilant. Internationally, steps have been taken to combat fraud and corruption on a broad front. This includes the establishment of international protocols and the necessary legal frameworks. This course will enable you make the link between these protocols and frameworks to implement organisation-specific strategies.

Course content

- The basics of criminology and the extent of fraud
- The extent of fraud and organised crime
- Introduction to law and legal concepts
- Various acts and statutes of value to fight fraud effectively
- Cash fraud schemes that can be perpetrated by employees
- Procurement and contract fraud schemes that can be perpetrated by suppliers of goods and services, including recipients of government benefits through identity fraud
- The risk factors that can lead to fraud being committed or that might be an indication that it is taking place
- Preventative measures
- The investigative techniques that are applied when the possibility of fraud is identified

Learning outcomes

After completion of this course, delegates will be able to demonstrate an understanding of

- the extent of fraud, the elements of fraud, the legal aspects of it, the role of management in the prevention and detection of fraud and of the various financial fraud scheme that can be perpetrated
- the basic legal concepts pertaining to fraud and law of evidence
- programme development to discharge the onerous responsibilities that are required to prevent fraud and corruption, and
- certain investigative techniques.

Who should enrol?

Line managers in the public and private sector, internal auditors, financial managers, risk managers and procurement managers.

Course fees

Virtual course - R9 500.00per delegate (VAT incl.)

The method the course will be presented:

- During this period we aim for 3 hours (08:00 – 11:00) of live session per day where after, the other 5 hours (per day) will be for online facilitation, course and group work.
- The live sessions will be recorded and be made available on Click Up. These videos can then be accessed by all the delegates at their leisure.

Contact course - R12 000.00 per delegate (VAT incl.)

Course fees include all course material, refreshments and lunch on contact days.

Admission requirements

Prospective delegates must at least have a relevant Bachelor's degree for credit bearing exposure.

This **credit-bearing course** provides you with an entry point to formal degree programmes exclusively presented by the University of Pretoria with credits afforded towards the specified degree modules **FRA702 (20 credits) and or FRM801 (15 credits)**.



Investigation of Financial Crime

Presented by the Department of Auditing, University of Pretoria

Virtual course: 14 - 18 Feb 2022 | Contact course: 23 - 27 May 2022

CREDIT BEARING

Economic crime has always been a major risk in the workplace. Technological advances have also increased the opportunities to commit these types of crimes in the workplace. This practically-orientated **Investigation of Financial Crime** short course will deal with a number of investigation methodologies, techniques and tools which can lead to the more effective investigation of these crimes. A case-study approach, with ample opportunities for group-related activities, will be followed.

Course content

- Investigative methodologies
- Investigative tools, including non-conventional techniques used in the private and law enforcement sectors
- The tracing of undeclared/hidden assets
- Financial ratio-analysis
- Investigating uncompetitive behaviour
- Protecting the product of the investigation

Learning outcomes

After completion of this course, delegates will be able to

- how to properly plan an investigation
- working in investigative teams
- threats to a successful investigation
- gather evidence in a forensically sound manner to ensure its admissibility in subsequent proceedings
- distinguish between the available tools and when to use which tool
- trace hidden assets through the financial or other records
- use technology in the investigation process
- who can have access to the product of the investigation
- work-product and other privileges which may protect the product of the investigation, and
- the other side of the coin- what to do when your entity is being investigated.

Who should enrol?

The course would be beneficial for law enforcement officials, line managers in the public and private sector, internal auditors, financial managers, risk managers and fraud examiners.

Course fees

Virtual course - R9 500.00 per delegate (VAT incl.)

The method the course will be presented:

- During this period we aim for 3 hours (08:00 – 11:00) of live session per day where after, the other 5 hours (per day) will be for online facilitation, course and group work.
- The live sessions will be recorded and be made available on Click Up. These videos can then be accessed by all the delegates at their leisure.

Contact course - R12 000.00 per delegate (VAT incl.)

Course fees include all course material, refreshments and lunch on contact days.

Admission requirements

Prospective delegates must at least have a relevant Bachelor's degree for credit bearing exposure.

This **credit-bearing course** provides you with an entry point to formal degree programmes exclusively presented by the University of Pretoria with credits afforded towards the specified degree modules **FRA703 (20 credits) and or FRM804 (15 credits)**.

Law for Commercial Forensic Practitioners

Presented by the Department of Auditing, University of Pretoria

Virtual course: 11 – 15 July 2022 | Contact course: 17 – 21 October 2022

CREDIT BEARING

The **Law for Commercial Forensic Practitioners** short course familiarises you with the pertinent legal issues and consequent legislation of fraud and corruption. During the course, you will gain knowledge and insights to the nature of criminal conduct, the legal mechanisms used to obtain evidence, and other issues that must be considered when witnesses or suspects are interviewed. The course also looks at how evidence obtained through more unconventional investigative techniques are admissible in court, which labour law pitfalls stand in the way of a successful disciplinary hearing and which reporting duties are activated in the course of such an investigation.

Course content

- This course deals with the legal issues which may have an impact on the functions of a practitioner in the fraud and corruption environment
- Legal issues in managing the risk relating to the appointment of personnel
- General principles of Criminal Law
- Common law and statutory offences (including fraud, theft, misappropriation of trade secrets, corruption, cyber-related crime and money laundering.)
- Law of evidence and constitutional rights. Including the admissibility requirements for various types of evidence e.g. the warning of rights, dealing with privileges, ensuring the admissibility of the results of more invasive investigation techniques, such as, polygraph, search and seizure, the interception of communications and entrapment in criminal, civil and disciplinary hearings
- Labour law issues
- The liability of an entity and/or its officials
- Remedies available to an entity, including the recovery of ill-gotten gains
- Dealing with whistle-blowing in the workplace

Learning outcomes

After completion of this course, delegates should

- be aware of the relevant legal principles
- be able to act within and to comply with the law
- be able to ensure that policies, procedures and actions comply with the law, and
- minimise the risk of the employer's liability for unlawful actions.

Who should enrol?

People with prior experience in the broad forensic field and qualifications may apply.

The course will be practically structured, by making use of case studies and by fostering group discussions. Delegates who have paid the course fee in full will be provided with the prescribed and other material before the course starts in order to prepare themselves and to meaningfully take part in class discussions.

Course fees

Virtual course - R9 500.00per delegate (VAT incl.)

The method the course will be presented:

- During this period we aim for 3 hours (08:00 – 11:00) of live session per day where after, the other 5 hours (per day) will be for online facilitation, course and group work.
- The live sessions will be recorded and be made available on Click Up. These videos can then be accessed by all the delegates at their leisure.

Contact course - R12 000.00 per delegate (VAT incl.)

Course fees include all course material, refreshments and lunch on contact days.

Admission requirements

Prospective delegates must at least have a relevant Bachelor's degree for credit bearing exposure.

This **credit-bearing course** provides you with an entry point to formal degree programmes exclusively presented by the University of Pretoria with credits afforded towards the specified degree modules **FRA704 (20 credits) and or FRM803 (15 credits)**.

Investigation and Management of Cyber and Electronic Crime

Presented by the Department of Auditing, University of Pretoria

Virtual course: 16 – 20 May 2022 | Contact course: 22 – 26 Aug 2022

CREDIT BEARING

The short course in the **Investigation and Management of Cyber and Electronic Crime** provides you with insights to and knowledge of the legal and practical issues that specifically relate to criminal conduct in the online environment and exponential advancements in information and communication technologies that has given rise to cyber and electronic crime. During the course, you will be equipped with practical skills in the investigation, litigation and risk management of cyber and electronic crime that will lead to the eventual acquisition of admissible electronic evidence of criminal activities that can be used in a court of law or hearing.

Course content

- Conduct criminalised in the digital environment
- Investigations in the digital environment
- The acquisition of electronic evidence in a forensically sound manner
- The interception of communications
- Cyber-crime trends
- Legal duties pertaining to the protection of data
- The prevention of cyber-crime
- How corporate governance is affected by the growing incidence of cyber-crime

Learning outcomes

Following completion of this short course, delegates should be able to show a clear understanding of

- offences created in common law and the relevant statutes by way of or in respect of a computer
- tools available to the investigator of cybercrime, including available open-source free software
- basic concepts as to how to secure a computer and data in order for evidence to be admissible in future court proceedings
- recent developments and techniques used by criminals to intercept and/or “steal” data and the distribution thereof to other criminals
- legislation which places a duty on certain entities to obtain, process, store and distribute data in a specific manner
- recent national and international efforts to prevent cybercrime, and specifically the theft of identities, in cyberspace
- liability of companies and directors for failing to properly manage the risk posed by cyber criminals, and delegates should then also be able to apply the knowledge to a given factual scenario.

Who should enrol?

Almost all disciplines can benefit, but the programme is specifically geared towards

- investigators of the SA Police Force or other enforcement agencies
- Forensic Investigators attached to the private sector
- Risk Managers
- Legal Advisors
- Compliance Officers
- Prosecutors, and
- legal representatives in the public or private sector.

Course fees

Virtual course - R9 500.00per delegate (VAT incl.)

The method the course will be presented:

- During this period we aim for 3 hours (08:00 – 11:00) of live session per day where after, the other 5 hours (per day)will be for online facilitation, course and group work.
- The live sessions will be recorded and be made available on Click Up. These videos can then be accessed by all the delegates at their leisure.

Contact course - R12 000.00 per delegate (VAT incl.)

Course fees include all course material, refreshments and lunch on contact days.

Admission requirements

Prospective delegates must at least have a relevant Bachelor’s degree for credit bearing exposure.

This **credit-bearing course** provides you with an entry point to formal degree programmes exclusively presented by the University of Pretoria with credits afforded towards the specified degree modules **FRA707 (20 credits) and or FRM805 (15 credits)**.

Money Laundering Detection and Investigation

Presented by the Department of Auditing, University of Pretoria

Virtual course: 07 - 11 Feb 2022 | Contact course: 25 - 29 Jul 2022

CREDIT BEARING

The short course in **Money Laundering Detection and Investigation** provides you with the requisite skills and knowledge to implement risk-mitigating procedures and ensure compliance with the requirements of South African anti-money-laundering legislation. Commercial crime poses a significant threat to the stability of any financial system and democratic institutions, and as such, this course looks at strategies to combat these crimes by targeting illegal proceeds and removing the profit element. You will be able to gain invaluable insights to international and South African frameworks, regulations and guidelines on client identification, money laundering schemes, tracing of assets, and asset seizure and forfeiture.

Course content

- Anti-money laundering laws and regulations
- Money laundering schemes and case studies
- Responsibilities of accountable institutions
- Responsibilities of the Financial Intelligence Centre
- Responsibilities of law enforcement authorities

Learning outcomes

After successfully completing this course, you will have a better understanding of

- international and South African frameworks
- regulations and guidelines on client identification
- money laundering schemes
- the tracing of assets, and
- asset seizure and forfeiture.

Who should enrol?

- Compliance officers, risk managers, internal auditors, company secretaries
- Forensic investigators and commercial crime investigators and prosecutors
- Attorneys, auditors, accountants and business consultants

Course fees

Virtual course - R9 500.00per delegate (VAT incl.)

The method the course will be presented:

- During this period we aim for 3 hours (08:00 – 11:00) of live session per day where after, the other 5 hours (per day) will be for online facilitation, course and group work.
- The live sessions will be recorded and be made available on Click Up. These videos can then be accessed by all the delegates at their leisure.

Contact course - R12 000.00 per delegate (VAT incl.)

Course fees include all course material, refreshments and lunch on contact days.

Admission Requirements

Prospective delegates must at least have a relevant Bachelor's degree for credit bearing exposure.

Applicants are not required to hold degrees or other tertiary qualifications. However, in the absence of such formal qualifications, extensive work experience and an ability to participate effectively in such a specialist programme will be required.

This **credit-bearing course** provides you with an entry point to formal degree programmes exclusively presented by the University of Pretoria with credits afforded towards the specified degree modules **FRA705 (20 credits) and or FRM806 (15 credits)**.



Prevention and Detection of Corruption and Procurement Fraud

Presented by the Department of Auditing, University of Pretoria

Virtual course: 21 - 25 Feb 2022 | Contact course: 29 Aug – 02 Sep 2022



The **Prevention and Detection of Corruption and Procurement Fraud** short course provides you with the requisite knowledge and skills to identify fraud and corruption, and to put mechanisms in place to prevent it from occurring, in the procurement and contracting of goods and services. The course aims to provide you with insights to procurement and contract fraud in a range of industries and the varying levels at which it occurs. You will also be able to familiarise yourself with the various applicable legal principles and definitions, while knowing which proactive preventive measures to implement when the red flags are raised.

Course content

- Fraud schemes in procurement and contracting processes
- Common and statutory law principles and definitions in procurement and contracting
- Fraud risks in procurement and contracting processes
- Detection of red flags that might be indicative of fraud and corruption
- Effective proactive preventive measures

Learning outcomes

After completion of this course, delegates will be able to

- demonstrate a clear understanding of the various fraud schemes that can be perpetrated in procurement and contracting processes
- identify and clarify the various common and statutory law principles and definitions that are relevant to procurement and contracting
- identify the fraud risks in procurement and contracting processes
- detect red flags that might be indicative of fraud and corruption in procurement and contracting processes, and
- advice on effective proactive preventive measures aimed at limiting fraud and related offences.

Who should enrol?

Procurement officials, as well as officials who have regular interaction with procurement, such as persons in finances, legal services, contract administration, support services and internal audit, and fraud examiners.

Course fees

Virtual course - R9 500.00per delegate (VAT incl.)

The method the course will be presented:

- During this period we aim for 3 hours (08:00 – 11:00) of live session per day where after, the other 5 hours (per day) will be for online facilitation, course and group work.
- The live sessions will be recorded and be made available on Click Up. These videos can then be accessed by all the delegates at their leisure.

Contact course - R12 000.00 per delegate (VAT incl.)

Course fees include all course material, refreshments and lunch on contact days.

Admission requirements

Prospective delegates must at least have a relevant Bachelor's degree for credit bearing exposure.

This **credit-bearing course** provides you with an entry point to formal degree programmes exclusively presented by the University of Pretoria with credits afforded towards the specified degree modules **FRA709 (20 credits)**.

Economic Crime Schemes

Presented by the Department of Auditing, University of Pretoria

Contact course: 05 - 09 Sep 2022

CREDIT BEARING

The short course in **Economic Crime Schemes** provides you with an introduction to particular crime schemes that are directed against organisations and often perpetrated by its employees, management or involvement of third parties.

The course covers various topics that range from tax evasion, illicit capital heavens and money laundering to crimes committed by public officials such as bribery and/or embezzlement. As technological advances have increased the opportunities to commit these types of crime in the workplace, the course will also specifically touch on the knowledge and skills needed to raise red flags and identify economic crime schemes in your organisation.

Course content

- Employee fraud
- Financial Institution Fraud
- Insurance Fraud
- Pyramid, Ponzi and other schemes aimed at defrauding the general public
- Corruption and procurement fraud
- Financial statement and other types of management fraud
- Theft of trade secrets or other immaterial property
- Internet and computer related economic crime schemes
- Uncompetitive behaviour

Learning outcomes

After completion of this course delegates should have sufficient knowledge to detect and investigate abovementioned economic crime schemes, including

- the various economic crime schemes referred to under course content
- red flags indicative of these schemes, and
- the investigation of the respective schemes.

Who should enrol?

The course would be beneficial for line managers in the public and private sector, internal auditors, financial managers, risk managers and fraud examiners.

Course fees

Virtual course - R9 500.00 per delegate (VAT incl.)

The method the course will be presented:

- During this period we aim for 3 hours (08:00 – 11:00) of live session per day where after, the other 5 hours (per day) will be for online facilitation, course and group work.
- The live sessions will be recorded and be made available on Click Up. These videos can then be accessed by all the delegates at their leisure.

Contact course - R12 000.00 per delegate (VAT incl.)

Course fees include all course material, refreshments and lunch on contact days.

Admission requirements

Prospective delegates must at least have a relevant Bachelor's degree for credit bearing exposure.

This **credit-bearing course** provides you with an entry point to formal degree programmes exclusively presented by the University of Pretoria with credits afforded towards the specified degree module **FRA701 (20 credits) and or FRM802 (15 credits)**.



Interviewing Skills for Fraud Examiners and Auditors

Presented by the Department of Auditing, University of Pretoria

CREDIT BEARING

The **Interviewing Skills for Fraud Examiners and Auditors** short course provides you with the necessary skills and knowledge to obtain more reliable information from people to ensure the eventual admission of fraud-related information in a disciplinary hearing or court of law.

The success of any investigation, whether criminal, civil, disciplinary, audit or compliance-related, is directly linked to the quality of the information obtained, and during the course, you will become familiar with the behaviours and dynamics people exhibit in order to help you in your role as fraud examiner or auditor to conduct interviews in an ethical and lawful manner.

Course content

The psychological basis of the interview

- Personality types and how the interviewer should deal with this
- How the interviewer's behaviour may influence a suspect to cooperate

The interviewing process

- Preparing for an interview
- The interview environment and lay-out
- Interview strategies
- Developing rapport
- Questioning skills
- Summation of the interview

Legal requirements and issues

- The employee's duty to cooperate
- Employees' rights
- When is it necessary to explain a suspect's constitutional rights
- The content of the rights to be explained
- Confessions and admissions

Techniques to detect deception

- Verbal and non-verbal communication
- The use of statement - and voice stress analysis
- Polygraphs as truth detection techniques: practical and legal issues

The convergence of theory and practice:

- Case studies will be presented by experts in the field
- Role plays by willing participants will be video recorded. Thereafter participants will be debriefed and the recordings discussed

Learning outcomes

This comprehensive course will

- formally, yet practically, introduce and enable the fraud examiner and auditor to be successful in conducting an interview within the current forensic environment, and
- develop the people knowledge, skill and behaviours required by a professional fraud examiner and auditor to successfully manage the people dynamics during the interviewing process.

Who should enrol?

Fraud examiners, auditors, insurance claims assessors, attorneys and individuals that ask questions for a living in the fraud and accounting environments. Individuals working for banks or any financial institution.

Course fees

Contact course - R12 000.00 per delegate (VAT incl.)

Course fees include all course material, refreshments and lunch on contact days.

Virtual course - R9 500.00per delegate (VAT incl.)

The method the course will be presented:

- During this period we aim for 3 hours (08:00 – 11:00) of live session per day where after, the other 5 hours (per day) will be for online facilitation, course and group work.
- The live sessions will be recorded and be made available on Click Up. These videos can then be accessed by all the delegates at their leisure.

Admission requirements

Prospective delegates must at least have a relevant Bachelor's degree for credit bearing exposure.

This **credit-bearing course** provides you with an entry point to formal degree programmes exclusively presented by the University of Pretoria with credits afforded towards the specified degree module **FRA708 (20 credits)**.

Course in Basic Financial Investigation

Presented by the Department of Auditing, University of Pretoria

Contact course: 24 - 28 Oct 2022

CREDIT BEARING

The **Course in Basic Financial Investigation** provides you with the insights to conduct basic financial investigations by enhancing your understanding of money banking systems, the nature of certain trading entities and basic financial investigative techniques.

The course will enable you, as forensic practitioner, to develop detection and investigative skills in order to stay ahead of various economic crimes that are on the increase. During the course, you will be therefore be equipped with the necessary skills to effectively follow money trails and obtain relevant evidence in a manner that will ensure its admission to a court of law or disciplinary hearing.

Course content

- The different types of financial crimes
- How these offences should be investigated and the tools available in that regard
- Basic techniques to detect and investigate financial crimes
- The concept of money in its different manifestations
- The banking system with an emphasis on different accounts and accounting documentation and their interpretation
- The difference between banking and non-banking systems and where to find available information pertaining to various entities
- The systems for moving money within the banking system
- An individual's idiosyncrasies from a bank statement
- The seizure and preservation of evidence by a financial investigator

Delegates are also expected to apply the above mentioned in a given factual scenario.

Course fees

Virtual course - R9 500.00 per delegate (VAT incl.)

The method the course will be presented:

- During this period we aim for 3 hours (08:00 – 11:00) of live session per day where after, the other 5 hours (per day) will be for online facilitation, course and group work.
- The live sessions will be recorded and be made available on Click Up. These videos can then be accessed by all the delegates at their leisure.

Contact course - R12 000.00 per delegate (VAT incl.)

Course fees include all course material, refreshments and lunch on contact days.

Admission requirements

Prospective delegates must at least have a relevant Bachelor's degree for credit bearing exposure.

This **credit-bearing course** provides you with an entry point to formal degree programmes exclusively presented by the University of Pretoria with credits afforded towards the specified degree module **FRA710 (20 credits)**.



Acquisition of Electronic Evidence (First Responder)

Presented by the Department of Auditing, University of Pretoria

Perpetrators of economic crimes, such as fraud and corruption, leave electronic footprints behind which may be an invaluable source of information for investigators. It is, however, important to know where to look for this evidence and to ensure that the evidence is obtained in a forensically sound manner to be admissible in a subsequent judicial proceeding. The short course in **Acquisition of Electronic Evidence (First Responder)** aims to enable delegates to be effective first responders to an electronic crime scene. During the course, delegates will gain a thorough, practical understanding of the fundamental skills required to acquire digital evidence correctly in the course of investigation.

After the completion of the course, delegates will be able to acquire and seize electronic evidence technically and lawfully. The course focuses on the practical execution of the search and seizure of electronic evidence in various media.

Course content

- Introduction
- Relevant standard operating procedures and applicable standards
- Legal aspects relating to the seizure of electronic evidence
- Acquisition of data, including: External drives, hashing, use of write-blockers, practical issues, statement writing and court testimony
- Drive acquisition
- Securing the Chain of Evidence
- Application: practical scenario

Learning outcomes

After successfully completing the course, you will

- be an effective 1st responders to an electronic crime scene
- be able to acquire and seize electronic evidence technically and lawfully.

Who should enrol?

This course is ideal for you if you are a private and internal investigators, law enforcement, auditors and attorneys or fraudinvestigators.

Course fees

R7 500.00 per delegate (VAT incl.)

Course fees include all course material, refreshments and lunch on contact days.

Course duration: 3 contact days.

Admission requirements

Prospective delegates should at least have a National Senior Certificate (Grade 12), good computer literacy and investigative background.

Delegates will need their own laptop during the course with minimum 4 GB Ram and Wi-Fi ability.



Remote Investigations (Virtual)

Presented by the Department of Auditing, University of Pretoria



Travel and social distancing restrictions due to the spread of COVID-19 have a huge impact on how law enforcement and other organisations conduct their respective investigations. Even if these restrictions are lifted in the near future, it may make good economic sense to continue to procure information and evidence remotely in suitable circumstances.

The virtual short course in **Remote Investigations** will be dealing with the legal and practical considerations that accompany these types of remote investigations.

This course is presented as fully online and will be for a duration of 2 days. Each virtual contact session will be approximately 2.5 hours.

Course content

- Factors to consider before embarking on a remote investigation
- Pitfalls & opportunities of remote investigations3. Preparing for remote investigations:
 - practical preparation
 - the forwarding of documents/material to persons to be interviewed
 - setting of expectations.
- Interviewing across jurisdictions (including the impact of EU General Data Protection Regulation)
- Differences between traditional interviewing and remote interviewing and practical considerations when conducting remote interviews

- Overcoming obstacles in obtaining the pure version from witnesses in remote interviews:
 - Dealing with objections.
 - How to maintain rapport.
 - Etiquette when interviewing remotely.
- Investigative interviewing (interviewing of suspects):
 - Potential risks
 - Strategies to use when interviewing suspects remotely;
 - Pre-interview warnings.
- Recording of Interviews (for instance, the impact of Act 70 of 2002, as far as SA is concerned.)
- Protecting the confidentiality of company and other documents used in the remote investigation:
 - Security of remote interactions.
 - Ensuring shared documents/data are not further distributed/ investigation compromised (e.g. the use of Non-Disclosure Agreements etc.).
- The effect of and relevance of the Protection of Personal Information Act on remote investigations (still to be put in operation but useful pointers to be considered)
- Privilege and remote investigation (E.g. the danger of waiving litigation and other privileges when embarking on remote investigations)
- Investigation team meetings- practical issues and risks
- Remote harvesting of electronic evidence from devices/ storage
- Ensuring the authenticity of forwarded documents/ information
- Ensuring the chain of custody in remote investigations.

Who should enrol?

This course is ideal for you if you are investigating fraud, corruption or workplace contraventions.

Course fees

R3 500.00 per delegate (VAT incl.)

Course fees include all course material.

Admission requirements

Prospective delegates should at least have a matric certificate.

Online course in Anti-corruption and procurement fraud: Private sector

Presented by the Department of Financial Management and Taxation, University of Pretoria



The public sector is highly regulated to prevent and detect corruption and procurement fraud. Companies and organisations within the private sector are to a lesser extent regulated, but are still subject to a plethora of laws and regulations. Some pieces of legislation have been drafted with the view to cast the net as wide as possible, and therefore creates a real risk that a company or its employees may face criminal prosecution with its accompanying reputational and other negative consequences.

Given the recent developments in South Africa, for instance evidence led at the State Capture Commission, private sector organisations are furthermore increasingly expected to be good corporate citizens. The lack of formal regulation creates an obligation for private sector organisations to take ownership in managing corruption and procurement fraud risk efficiently and effectively.

The **Online Course in Anti-corruption and procurement fraud: Private sector** provides delegates with a good understanding of why some people tend to break the law and the legislative regime (including foreign legislation which might be applicable to a SA company) regulating corruption and procurement fraud.

The common schemes perpetrated and the red flags indicating the existence of these schemes, are also dealt with. These issues lay the basis so that a delegate can have a good grasp as to how these risks should be identified, assessed and ultimately managed, with a special emphasis on an effective whistle-blowing regime.

Course content

The following modules/topics will be covered:

- Module 1: The extent of corruption, and what is wrong with it.
- Module 2: The human element: when do people act corruptly?
- Module 3: The legal regime in South Africa.

- Module 4: The legal regime in the USA and UK and its impact on a SA entity.
- Module 5: Corruption and procurement fraud schemes.
- Module 6: Managing the Corruption and Procurement fraud risks.
- Module 7: Whistle-blowing.

Learning outcomes

Upon completion of the course, delegates will have a good understanding of:

- The extent of corruption
- Corruption and The human element
- The legal regime in South Africa
- The legal regime in the USA and UK and its impact on a SA entity
- Corruption and procurement fraud schemes
- Managing the Corruption and Procurement fraud risks
- Whistle-blowing

Who should enrol?

This course is ideal for personnel of any company which is concerned about possible corruption risks facing the company.

Course fees

R3 500.00 per delegate (VAT incl.)

Course fees include all course material and other materials.

Practical Risk Based Approach

Presented by the School of Financial Sciences, University of Pretoria

The short course in **Practical Risk Based Approach (RBA)** to risk management is the first of its kind in South Africa. The two-day foundational course is designed to teach you the practical techniques used operationally in financial institutions on a daily basis. Designed for individuals working in the risk and compliance environment, within accountable institutions and instructs them on how to use projects to deliver a Risk Based Approach for any organisation. Through this course, you will also gain the necessary tools to enable you to plan and make informed decisions within the regulatory environment, while lowering the costs of regulatory compliance.

Course content

- Conducting product risk assessments
- Conducting customer risk assessments
- Practical ways to Identify, assess risks
 - Legislation
 - Business processes
 - Business operations
 - Distribution channels
 - People
 - Location
 - Data
 - Software solutions
 - Systems and technical infrastructure
- Practical techniques for understanding risk exposure
- Methods to prioritise and plan tactical and strategic initiatives
- Executing measure to mitigate risk and implementation of preventative measures.

Learning outcomes

After successfully completing this course, you should be able to

- perform practical methods of regulatory gap assessment
- write a risk management and compliance plan
- understand the building blocks of an RBA, and
- develop and build an RBA Framework.

Who should enrol?

This course is ideal for you if you are a/an

- working within a risk and compliance environment
- project professional working with regulatory environment
- within a leadership or accountable position within an accountable institution, or
- executives within an accountable institution.

Course fees

R7 000.00 per delegate (VAT incl.)

Course fees include all course material.



Internet-based investigations (OSINT)

Presented by the Department of Auditing, University of Pretoria

Open Source Intelligence unlocks the world of the internet to the new breed of Digital Investigator. The **Internet-based investigations (OSINT)** short course presents you with a varied skill set that is utilised to acquire information around people, places, events, and companies. The course aims to develop your abilities to find targets online footprint, drill into additional avenues of information stored on the Deep Web. During the course, you will learn to map data and perform basic analysis of relationships. You will also be exposed to detailed hands-on experience and take away over 150 online tools for investigative use.

The world of Social Media reveals a treasure trove of information to the savvy investigator if he knows where and how to look. Our training approach is hands-on and you will be walked through free online tools and hidden portals to locate the information required to augment your investigation. Actual case studies will be presented during training to reinforce the abilities and investigative methodology.

Course content

- Introduction
- Investigative Methodologies
- Creating Covert Profiles
- VPN and Virtualisation
- Boolean Searches
- Social Media
- Meta Data and Deep web
- Telephone numbers, email addresses and domains
- Active Incident Monitoring
- Due Diligence
- Reporting tools
- Practical application (Capture the flag exercise)

Learning outcomes

The purpose of this course is to ensure that delegates are able to research and collect open source intelligence. Their abilities will extend to visualisation of data, reporting and include social media strands.

Who should enrol?

This course is ideal for you if you are a private and internal investigators, law enforcement, auditors and attorneys or fraud investigators.

Course fees

R12 000.00 per delegate (VAT incl.)

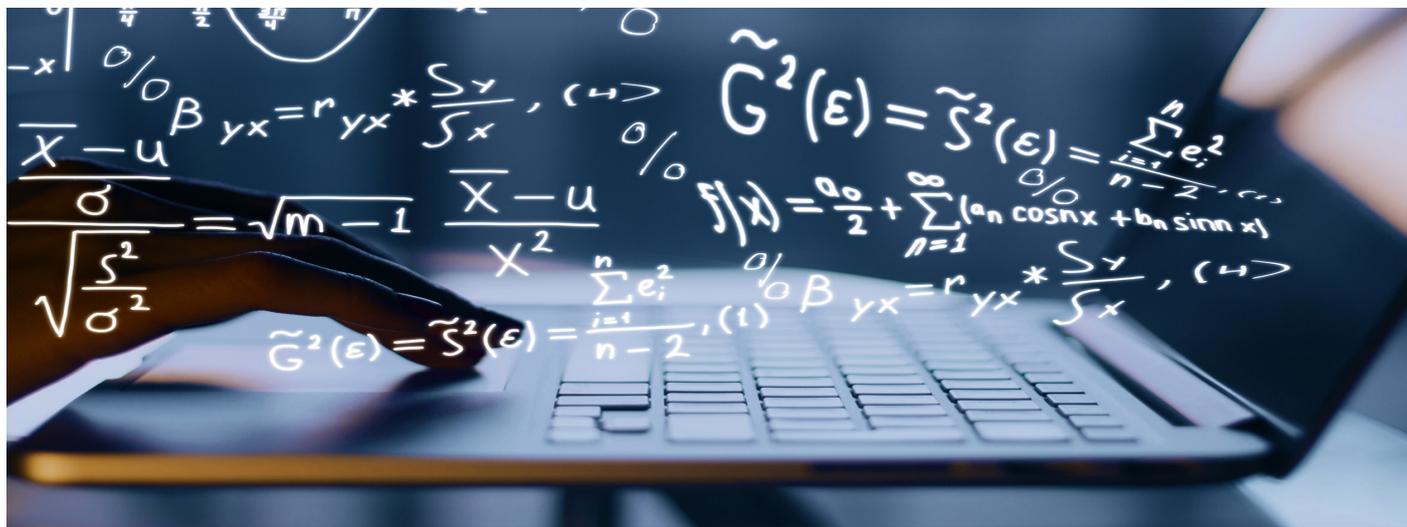
Course fees include all course material and refreshments during contact days.

Course duration: 5 contact days.

Admission requirements

Prospective delegates should at least have a National Senior Certificate (Grade 12), good computer literacy and investigative background.

Delegates will need their own laptop during the course with minimum 4 GB Ram and Wi-Fi ability.



SHORT COURSES IN FORENSIC ACCOUNTING, AUDITING AND ECONOMICS

Financial and monetary systems have continuously evolved and developed over time, and our products and services in **Financial Management and Taxation** is looking towards a more substantial way to harness competitiveness and drive this transformation with the requisite tools, knowledge and skills to achieve greater enablement and risk management. An approach that specifically focuses on in-country/regional work streams that will ultimately advance financial inclusion at both local and international levels that engage experts from multiple industries and sectors to implement a sustainable solution.

Dates listed indicate course start dates.

January–October 2021

Law for Commercial Forensic Practitioners
Money Laundering Detection and Investigation
Investigation of Financial Crime
Prevention and Detection of Procurement and Contract Fraud
Internet-based investigations (OSINT) - Cape Town
Acquisition of Electronic Evidence (First Responder) - Cape Town
Short Course in Remote Investigations (VIRTUAL)
Investigation and Management of Cyber and Electronic Crime
Fraud Risk Management
Practical Risk Based Approach (RBA)
Prevention and Detection of Corruption and Procurement Fraud
Acquisition of Electronic Evidence (First Responder) - Pretoria
Economic Crime Schemes
Internet-based investigations (OSINT)
Course in Basic Financial Investigation

Forthcoming courses

- Audit Readiness
- Computable General Equilibrium (CGE) Modelling
- Ethics in Business and in Professions
- Interviewing Skills for Fraud Examiners and Auditors
- Online course in Anti-corruption and procurement fraud: Private sector

Postgraduate Diploma in Investigation and Forensic Accounting

Only 50% of the course content of relevant short courses may articulate towards a postgraduate programme. This means that a participant can take up to three credit-bearing short courses. The rest of the programme (three modules), must be taken as formal modules in the Postgraduate Diploma in Investigative and Forensic Accounting.

MPhil (Fraud Risk Management)

Only 50% of the course content of relevant short courses may articulate towards a postgraduate programme. That means that a participant can take all the course work-related modules (FRM 801-FRM 806) as credit-bearing short courses (i.e. 90 credits). The rest of the MPhil (Fraud Risk Management) programme is made up of a research component consisting of the research module and research article (the other 90 credits).

Shifting knowledge to insight



Course Structure, Assessment, Accreditation and Fees

Course structure

These courses are presented over five contact days.

The number of delegates to enrol may be limited. Prior experience in the broad forensic field and qualifications may therefore be taken into account in this regard.

Delegates outside Gauteng will be accommodated as far as possible by arranging for examinations (where applicable) to be written in major cities in the various provinces.

Admission requirements

Prospective delegates must at least have a National Senior Certificate/Grade 12, and a Bachelor's Degree for credit bearing exposure.

Accreditation, credits and assessment

Enterprises University of Pretoria (Pty) Ltd offers short courses on behalf of the University of Pretoria. These short courses are not credit-bearing, and do not lead to formal qualifications on the National Qualifications Framework (NQF) – unless stated otherwise. Delegates who successfully complete a short course and comply with the related assessment criteria (where applicable) are awarded certificates of successful completion and/or attendance by the University of Pretoria.

The course-work dealt with in the short courses in Forensic Accounting may bear credits towards the Postgraduate Diploma in Investigative and Forensic Accounting and the MPhil Fraud Risk Management programmes. Successful completion of these short courses therefore entails that a candidate who otherwise qualifies and is selected for any of these formal programmes may obtain credits for the relevant module offered in the formal programme.

Successful completion of credit-bearing short courses entails that a candidate who otherwise complies with all the admission requirements for corresponding formal degree programmes – as published annually in the respective year faculty year books of the University of Pretoria – may upon registering for the formal programme obtain credits for the corresponding degree modules. Normal application processes for admission to formal programmes at the University of Pretoria must be followed. Certificates of successful completion of credit-bearing short courses issued by Enterprises University of Pretoria must be submitted during the application for recognition of allocated credits.

To successfully complete the course, delegates will be required to complete an assignment for which the delegate must obtain a mark of at least 50%. Delegates who successfully complete the short course and comply with the related assessment criteria will be awarded certificates of successful completion by the University of Pretoria.

Delegates may transfer credits towards selected modules of the MPhil Fraud Risk Management, and/or the Postgraduate Diploma in Investigative and Forensic Accounting, presented by the University of Pretoria, if they comply to the following prerequisites:

- Meet the admission requirements of the MPhil Fraud Risk Management, and/or the Postgraduate Diploma in Investigative and Forensic Accounting programmes. Delegates will be required to complete a research report and write an examination.
- The research report will count 40% of the delegate's final mark. The two hour open-book examination will count 60% towards the delegate's final mark and will take place on a Saturday. In order to obtain credits towards the corresponding module in the formal programme the delegate will have to obtain a final mark of 60% or more.
- The short course will only bear credit towards the said formal programmes for a period of three years since its completion. This means that the delegate will have to register for the formal programme within three years of completion of the credit-bearing short course.

Postgraduate Diploma in Investigation and Forensic Accounting

Only 50% of the course content of relevant short courses may articulate towards a postgraduate programme. This means that a participant can take up to three credit-bearing short courses. The rest of the programme, (in other words the other three modules), must be taken as formal modules in the postgraduate Diploma in Investigative and Forensic Accounting.

Successful completion of these short courses, therefore entail that a candidate - who otherwise qualifies and is selected for any of these formal programmes - will receive 20 credits in respect of the equivalent module offered in the Postgraduate Diploma in Investigative and Forensic Accounting.

The said initiative is geared towards delegates who have a University degree and who complete the relevant short course on a credit bearing level with a final result of 60% and more.

The following short courses presented or to be presented at Enterprises University of Pretoria, as set out in Column A of the following schedule, may bear credit in respect of the corresponding module set out in Column B of the following Schedule:

Column A Short courses (Enterprises University of Pretoria)	Column B Proposed module(PGD)
Economic Crime Schemes	FRA 701 Economic Crime Schemes
Fraud Risk Management	FRA 702 Fraud Risk Management
Investigation of Financial Crime	FRA 703 Investigation of Financial Crime
Law for Commercial Forensic Practitioners	FRA 704 Law for Commercial Forensic Practitioners
Money Laundering Investigation and Detection	FRA 705 Money Laundering Detection and Investigation
Investigation and Management of Cyber and Electronic Crime	FRA 707 Investigation and Management of Cyber and Electronic Crime
Interviewing Skills for Fraud Examiners and Auditors	FRA 708 Interviewing Skills for Fraud Examiners and Auditors
Prevention and Detection of Procurement and Contract Fraud	FRA 709 Prevention and Detection of Corruption and Procurement Fraud
Basic Course in Financial Investigation	FRA 710 Basic Financial Investigation

Venue

Courses will be presented from 08:00–16:00 daily. Group work and practical exercises will form an integral part of each course. Courses will also offer excellent opportunity for networking and sharing of work experiences.

Admission requirements

A senior certificate and sufficient appropriate practical or academic experience, subject to the discretion of the course leader.

Course fee (VAT inclusive)

All short course fees (except for the course in Fraud Examination: Preparation for the International CFE Examination) are as follows:

The course fee is **R11 500.00 per delegate** and includes comprehensive course material, buffet lunch and refreshments for the duration of the course. Delegates are responsible for their own travel and accommodation.

MPhil (Fraud Risk Management):

Credits from short courses. (For short courses completed at Enterprises University of Pretoria).

A short course(s) may bear credit towards the corresponding module offered in the formal UP programmes. Delegates who have a relevant LLB or Postgraduate University degree and who had successfully completed the relevant short course with a final mark of 60% or more over the past three years, will obtain credits for the corresponding module which will be deemed as equivalent.

Successful completion of these short courses, therefore entails that a candidate - who otherwise qualifies and is selected for any of these formal programmes - will receive 15 credits in respect of the corresponding module offered in the MPhil Fraud Risk Management Programme.

Only 50% of the course content of relevant short courses may articulate towards a Postgraduate programme. Therefore, only three coursework modules in the MPhil Fraud Risk Management programme could be considered as equivalent to corresponding credit bearing short courses, while students will need to upskill their knowledge (by means of an additional assignment based on knowledge obtained during the corresponding credit-bearing short courses) in the remaining three coursework modules. That means that a student will benefit from the coursework-related modules (FRM 801 to FRM 806) as credit-bearing short courses (i.e., 90 credits). The rest of the MPhil Fraud Risk Management programme is made up of a research component consisting of the research module (FRM 809) and research article (FRM 808) (the other 90 credits).

The following short courses presented at Enterprises University of Pretoria, as set out in Column A of the following schedule, bear credit in respect of the corresponding module set out in Column B of the following Schedule:

The said initiative is geared towards delegates who have a relevant LLB or Postgraduate University degree and who complete the relevant short course. The longer contact sessions enables the Unit to now make use of a number of practice-orientated outside presenters to enhance the overall learning experience.

The following short courses presented at Enterprises University of Pretoria, as set out in Column A of the following schedule, bear credit in respect of the corresponding module set out in Column B of the following schedule:

Column A Short courses (Enterprises University of Pretoria)	Column B MPhil (FRM) module
Fraud Risk Management	FRM 801 Fraud Risk Management
Economic Crime Schemes	FRM 802 Economic Crime Schemes
Law for Commercial Forensic Practitioners	FRM 803 Law for Commercial Forensic Practitioners
Investigation of Financial Crimes	FRM 804 Investigation of Financial Crimes
Investigation and Management of Cyber and Electronic Crime	FRM 805 Investigation and Management of Cyber and Electronic Crime
Money Laundering Detection and Investigation	FRM 806 Money Laundering Detection and Investigation

FAQs

I do not have a University degree. Can I still enrol for the short courses offered by the Unit for Forensic Accounting?

Yes, certainly. You will then enrol for non-credit bearing purposes, the level the short courses are currently offered in. The classes will be shared with persons who enrol for credit bearing purposes and you can rest assured that your teaching experience will be intensive and of a high quality.

Your assessment requirements will differ from those enrolled for credit-bearing purposes. You will only be required to submit an assignment and you will not be required to write an examination.

Can I do the course for credit-bearing purposes, even if I do not have a degree?

Yes, although a high level of academic writing skills is required when you complete your research assignment, and with the understanding that you will not be considered for selection to a formal UP postgraduate programme offered by the Unit for Forensic Accounting without (at least) a Bachelor's degree.

I did a short course at another Institution. Will this short course also be credited towards the MPhil and PGD?

Unfortunately not. Only short courses offered by the Unit Forensic Accounting, UP will be considered as credit-bearing since we know the standard and quality of the presentation.

I did a relevant short course- is admission to the PGD or the MPhil guaranteed?

*As with most courses, the number of participants to the above mentioned formal programmes is limited and there is no absolute guarantee in this regard. We have however amended our selection criteria for the above mentioned formal programmes to give **preference** to those persons who have completed the qualifying short courses.*

*In order to accommodate deserving candidates the formal MPhil and PGD will now also be offered **every year** instead of the **every two years** that the programmes were offered in the past.*

What are the current admission requirements for the formal programmes?

PGD: The current requirements are a BCom degree with Accounting or Auditing at 3rd year level or a Bachelor's degree in Law. We have applied for the admission requirements to be relaxed to any relevant Bachelor's degree and/or appropriate prior learning.

MPhil: An Honours degree in any relevant field of Financial Sciences or equivalent LLB degree.

When will the next intake be for the MPhil and PGD?

The next intake for formal programmes will be in 2018. Applications will open 1 April 2017 and close 30 September 2017 for local students and end of July 2017 for international students. By completing short courses in 2017 you can in effect start to work towards completion of the formal programme in 2018.

How much can I expect to pay for the formal programmes?

At this stage we cannot give a clear indication. Should you obtain credit for a short course, then you will register for the related module and the formal programme fees will be reduced accordingly

What does credit for a course mean?

You will not have to attend classes when the course work is presented.

You will not have to pay tuition fees for the relevant module presented in the formal programme.

How much of the short courses can count towards the PGD or the MPhil?

The rule is that not more than 50% of short courses can count towards the formal programme. In other words only 50% of a formal course can be made up of short courses.

MPhil: It is foreseen that for the MPhil that you can do short courses in respect of all the modules offered in the MPhil and you

could receive credit for those modules. The rest of the 50% is then made up of completion of a module in Research Methodology (approximately 3-5 days session) and completion of a research article to be submitted to (not "accepted by") a recognised academic journal.

PGD: It is foreseen for the PGD that you can take up to three credit-bearing short courses. The rest of the programme, in other words the other three modules, must be taken as formal modules in the PGD programme. In practice it will not make much of a difference since these modules will be presented in the same time-slot and in the same venue as the corresponding short course.

What are the advantages of completion of the relevant short courses as opposed to enrolment to the formal programmes?

In respect of the MPhil:

Experience has shown that students in the MPhil programme often encounter no difficulties in completion of the course-work modules. The MPhil programme must be completed within two years, although extension may be granted by the Dean in deserving cases. However, when students start with the research component they often do not know what topic to research and often run out of time to complete the research component in the MPhil.

This is a common recurring trend, not only experienced by other faculties in the University of Pretoria, but also elsewhere in South Africa and indeed globally.

Because of the more intensive and industry-related teaching on offer it is anticipated that the enhanced under-built offered in the short courses may give delegates a better scope of possible researchable topics.

Secondly, a student can buy themselves more time to complete the research component in the MPhil. Students can do the short courses without having to register for the formal programme. The two year period then only takes effect on the date of registration for the formal programme.

In respect of the PGD:

Candidates must complete three compulsory modules (can also complete the credit-bearing short courses in this regard) and three other elective modules in order to obtain the degree.

Depending on your areas of interest, you have a choice of other modules to complete.

As is the case with the MPhil programme candidates who have more flexibility as to when they can attend the various contact session(s) and when to complete the degree.

Why have you not decided to stick with the status quo regarding the formal programmes which have proved to be so highly successful in the past?

UP is continually seeking to improve its programmes and to keep up to date with developments in the forensic industry. In its proposed new format there is now enough time to build a proper academic relationship with the student. It seems incongruous to spend approximately 1.5 days on formal teaching (contact session) in a module such as cybercrime whereas delegates in the corresponding short course received formal teaching of 5- 6 days. We are now in the position to offer a better teaching experience since we can now make more use of experts in the industry to share their knowledge and practical experience with the participants.

I have more queries. Who can I address my questions to?

Ms Lynne van Tonder 012 420 3407 or lynne.vantonder@up.ac.za.

In respect of the Enterprises UP programmes you are welcome to contact the person referred to in the relevant brochures.

Course coordinator

Janine Scheepers

Tel: +27 (0)12 434 2579

Email: janine.scheepers@enterprises.up.ac.za

General enquiries

E-mail: enquiries@enterprises.up.ac.za

Course content enquiries

Adv Hannes Bezuidenhout

Tel: +27 (0)12 420 3802

Email: hannes.bezuidenhout@up.ac.za

Enrolments

E-mail: enrolments@enterprises.up.ac.za

Online enrolments: www.ce.up.ac.za

Proof of payment two weeks prior to the start date of each course will secure registration. Late applications will be accepted with proof of payment.

Credit-bearing courses

The following credit-bearing courses provides you with an entry point to formal degree programmes exclusively presented by the University of Pretoria with credits afforded towards the specified degree modules:

Faculty of Economic and Management Sciences

Advanced Programme in Labour Relations Management
Basic Course in Financial Investigation
Economic Crime Schemes
Fraud Risk Management
Interviewing Skills for Fraud Examiners and Auditors
Investigation and Management of Cyber and Electronic Crime
Investigation of Financial Crime
Labour Relations
Law for Commercial Forensic Practitioners
Module in Advanced Module in Basic Taxation (Graduate Level)
Module in Advanced Module in Basic Taxation (Postgraduate Level)
Module in Basic Taxation
Money Laundering Investigation and Detection
Prevention and Detection of Procurement and Contract Fraud
Programme in Empowering Responsible Leaders in Local Government

Module code and credits

ABV700
FRA710 (20 credits)
FRA701 (20 credits) | FRM802 (15 credits)
FRA702 (20 credits) | FRM801 (15 credits)
FRA708 (20 credits)
FRA707 (20 credits) | FRM805 (15 credits)
FRA703 (20 credits) | FRM804 (15 credits)
ABV320 (20 credits)
FRA704 (20 credits) | FRM803 (15 credits)
BEL300 (40 credits)
BEL751 (40 credits)
BEL200 (40 credits)
FRA705 (20 credits) | FRM806 (15 credits)
FRA709 (20 credits)
OBS781 (20 credits)

Faculty of Health Sciences

Online Course in Higher Exercise Science and Personal Training
Online Course in Neuroscience Visual Skills Testing and Training
Online Course: Introduction to Neuroscience Coaching

FLG331 (18 credits)
FLG211 (12 credits)
FLG327 (30 credits)

Faculty of Humanities

Advanced Course in Employee Assistance Programmes
Cross-Cultural Communication
Sport Facilities and Events Management

UPO923 (15 credits)
LCC715 (20 credits)
MBK709 (27 credits)

School of Public Management and Administration (credit towards enrolment in the Master's in Public Administration [MPA])

Executive Development Programme for the Public Sector
Executive Leadership Municipal Development Programme (ELMDP)
Executive Public Management Development Programme
Knowledge and Information Management for Senior Managers
People Management and Empowerment for Senior Managers
Public Management Development Programme (PMDP)
Strategic Capability and Leadership for Senior Managers

Successful completion of credit-bearing short courses entails that a candidate who otherwise complies with all the admission requirements for corresponding formal degree programmes – as published annually in the respective year faculty year books of the University of Pretoria – may upon registering for the formal programme obtain credits for the corresponding degree modules. Normal application processes for admission to formal programmes at the University of Pretoria must be followed. Certificates of successful completion of credit-bearing short courses issued by Enterprises University of Pretoria must be submitted during the application for recognition of allocated credits.

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Partner with Enterprises University of Pretoria to make the shift towards integrated training, research and advisory services by collaborating with world-class experts to create all-inclusive corporate solutions.

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- ✓ Specialised business units
- ✓ Direct access to experts from the University of Pretoria

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