



YOUR ROADMAP TO
BECOMING A CA(SA)

I'VE MADE
UP MY MIND
TO MAKE A
DIFFERENCE.

#bethedifference



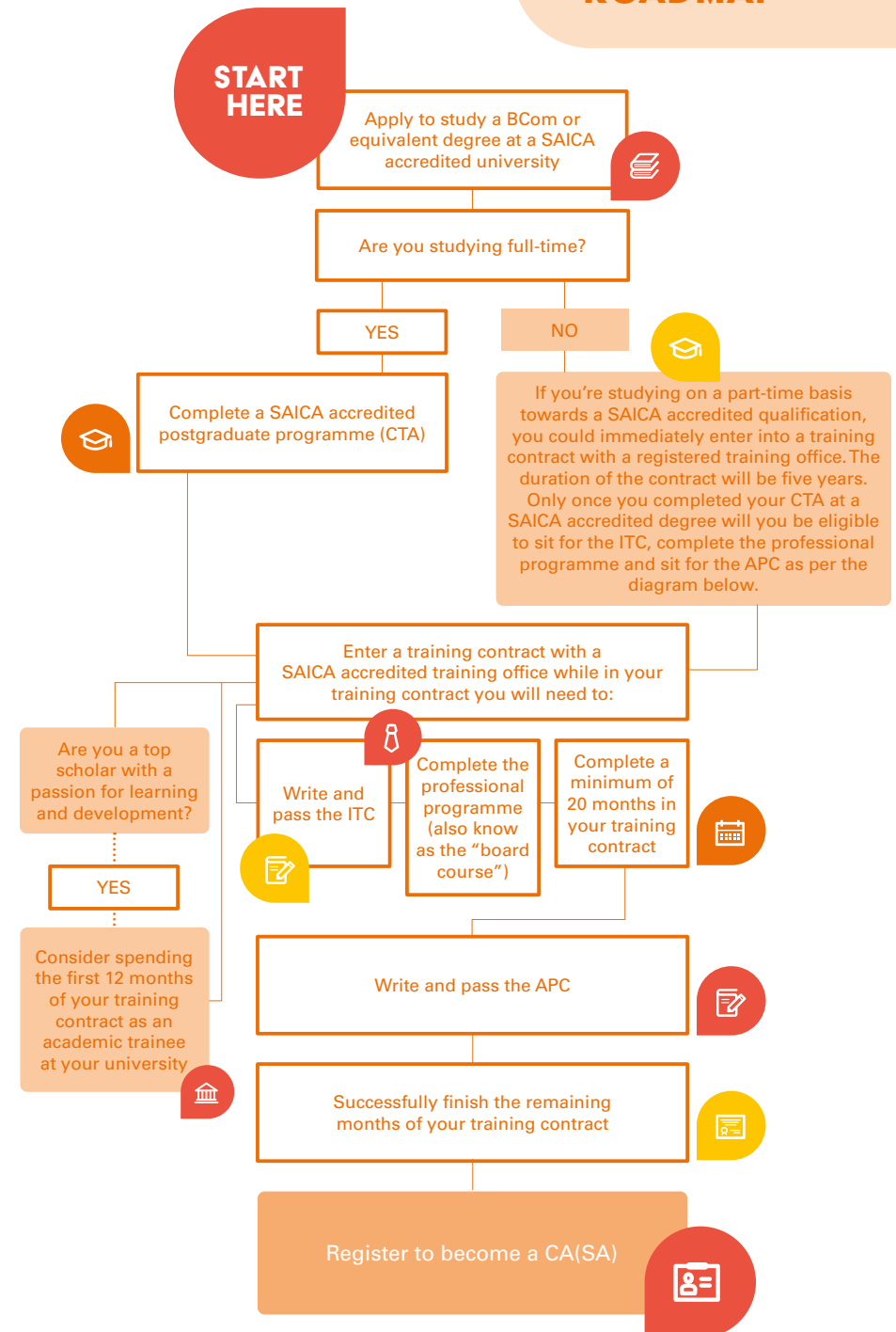
DIFFERENCE
MAKERS™

WE GET IT - YOU'RE YOUNG, YOU'RE AMBITIOUS, YOU WANT TO GO PLACES.

That's why you're studying to become a chartered accountant.

But making your way in the world is only part of the journey – as a chartered accountant [CA(SA)] and a member of the South African Institute of Chartered Accountant (SAICA), you'll be in a unique position to make a difference.

BECOME A DIFFERENCE MAKER – LET US SHOW YOU HOW.



01

GET THE RIGHT QUALIFICATION

The first step to becoming a CA(SA) starts at university.

Here you need to:

- Obtain an accredited **BCom accounting degree** or an equivalent accredited CA(SA) undergraduate qualification.
- Obtain a **SAICA accredited Certificate in the Theory of Accounting (CTA)** or equivalent qualification. This is a post graduate course - usually your fourth year at university. The course takes a minimum of one year.

For a full list of SAICA accredited university programmes, go to

www.saica.co.za



02

GET THE RIGHT WORK PLACE EXPERIENCE



The second stage takes place after you've graduated from university. This part of the journey entails three things.

1. a **36-month learnership programme** (minimum - it will be more if you are studying part time while completing your degree) known as a training contract with a SAICA accredited training office;
2. completing a **SAICA accredited professional programme (or board course)**; and
3. **passing both of SAICA's qualifying exams** (the ITC and APC)

03 YOUR TRAINING CONTRACT

This part of the qualifying process gives you practical experience to apply everything you've learnt at university.

When picking your training contract, you can choose to work in:

- private practice (this includes auditing firms and companies in the commerce and industry arena); or
- the public sector

In choosing your sector, you must also consider the various elective skills training offices offer (this is generally determined by the nature, size, geographic location and industry of the training office).

The elective determines the various areas of skills and technique in which you will receive advanced and focused experience during your training contract so that you can apply these concepts and techniques in complex situations or environments. On the other hand, skills that do not form part of your training office's elective will be given to you in more basic terms during your training contract and you will gain sufficient experience to apply a basic understanding

of these concepts and techniques in simple, uncomplicated situations or environments.

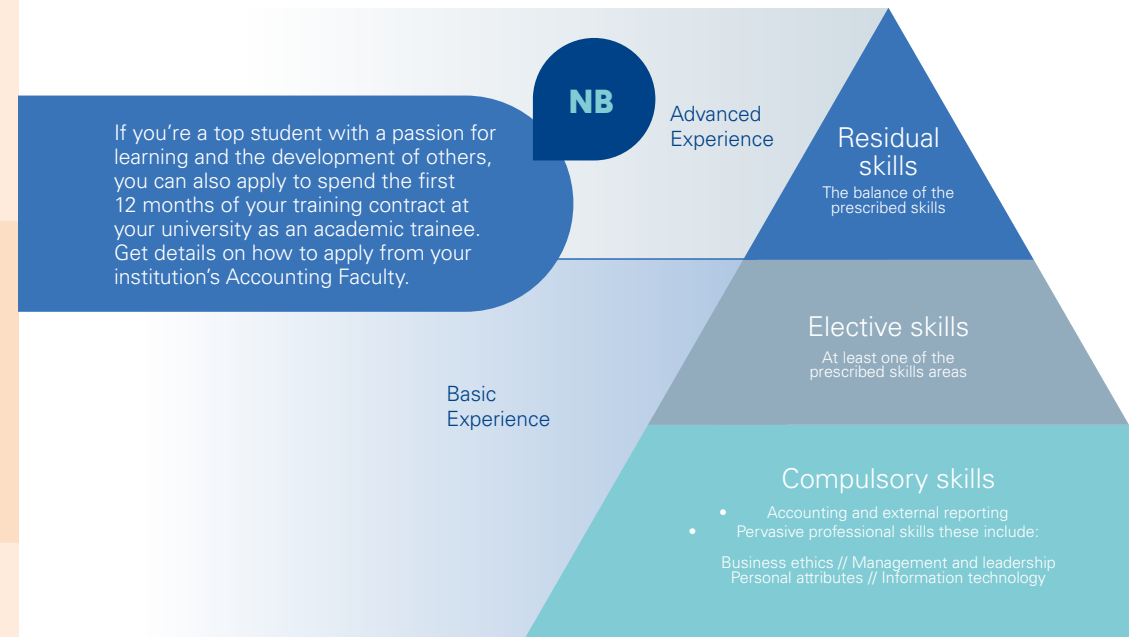
While this may sound confusing at first, the most important thing to remember is that no matter where you complete your training contract, you will be given access and experience into all the financial duties and multi-disciplinary skills a qualified CA(SA) needs. Your training office's elective will not limit your future career in any way so choose your training office based on your personal preference and personality fit.

To find a SAICA accredited training office go to www.saica.co.za

Let's take a quick look at the structure and content of the training contract:

Training offices must select at least one skills area as an elective and cover all the other skills areas as residual skills. These areas are:

- Auditing and assurance
- Financial management
- Taxation
- Management decision-making and control
- Risk management and governance



04

DEVELOP YOUR PROFESSIONAL COMPETENCE

AND PUTTING IT TO THE TEST

- a) During your training contract, you'll undertake the **professional programme**, which focuses on further developing your pervasive qualities and applying your technical skills, including those relating to strategy, risk management and governance, in a context that fully integrate the specific (technical) competencies all CAs(SA) need in business.

This programme (offered by APT, UCT and Endunamoo) takes around seven months to complete and usually runs between April and October.

- b) You'll also need to **complete two qualifying exams**: the Initial Test of Competence (ITC) and the Assessment of Professional Competence (APC). Both of these exams are set and administered by SAICA.



ABOUT THE QUALIFYING EXAMS

ITC

Once you have completed your CTA successfully, you are eligible to write the ITC. This exam has two sittings a year. Your CTA is valid for three years which means you're eligible to sit for the ITC exam for three consecutive years (or six attempts) starting the year after you obtain your CTA.

APC

Once you've passed the ITC, completed the professional programme (the "board course") and done a minimum of 20 months of your training contract, you're eligible to write the APC. This exam takes place once a year and tests your professional competence based on a multi-disciplinary case study.



05

BE THE DIFFERENCE!

Once you have successfully completed your training contract and passed the ITC and APC, register with SAICA to use the world-famous CA(SA) designation and **be the difference you want to see.**

**CONTACT US FOR
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THE SOUTH AFRICAN INSTITUTE
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develop.influence.lead.

**DIFFERENCE
MAKERS™**