

the apt

apc

PROGRAMME



2017

**CIRCULAR
2017**

apt

We offer our full 2017 APT APC Programme in Johannesburg, Midrand, Bloemfontein, Cape Town, Durban, East London, Harare, Pretoria, Pietermaritzburg, Port Elizabeth and Windhoek with Workshops for Online candidates in Polokwane and George.



Enrolment is open on
www.apcprogramme.co.za

Highlights of our Programme:

- APT is the country's leading presenter of preparation courses for the SAICA APC Examination written in November of each year, having prepared 77% of the candidates for the 2014 APC and 79,8% in 2015.
- 86% of the Candidates who started our programme in April 2014 and 88,8% who started the 2015 programme, passed the APC.
- In 2014 **seven of the ten honours candidates** in the APC were APT did the APT programme.
- In 2015 **all seven honours candidates** did the APT programme.
- Our programme meets SAICA's Requirements at Level 1 ["Accredited without conditions"]
- Our course evaluations reflect Median Scores above 5 on a 6 point Likert Scale, where "6" is excellent and "5" is "Very Good".
- We are proudly a B-BBEE Level 1 Contributor with 125% Procurement Preference.
- We offer a Fully Online Programme as well as a Blended Learning option.
- 98% of our 2015 candidates found our Course Material suitable for Online delivery.
- Five Workshops for Online Candidates will be offered in Polokwane and George.
- Our Blended Learning option is supported by 10 Contact Sessions in the centers listed above.
- Our Blended Learning Programme includes a significant component of direct, face to face contact with candidates.
- As the acquisition of professional competencies is so fundamentally different from the skills most candidates have already developed in the academic programme, we believe that candidates benefit significantly from the Blended Learning Programme's direct interaction with presenters.
- Candidates may change from one option to the other.
- Our programme is designed to produce a level of Professional Competence that enables candidates to pass the SAICA APC.
- Presenters are available for consultation with candidates in all the major centers. Skype consultation is available for candidates outside of major centers.
- Our Learner Support System includes a Chat Room monitored by the presenters and we comment on candidates' issues raised in the Chat Room.
- Our listed Course Fee is R10 850, excluding VAT.
- We offer discounts for block bookings.
- The discounted price is R8 680 excluding VAT.
- We cater for candidates who are required to write the June 2017 ITC.
- We offer a Catchup Programme starting after the June ITC for these candidates.
- Whilst this concentrated programme requires intense effort on the part of candidates, candidates can still have to opportunity to write the APC in 2017 provided that they have the prescribed 20 months' traineeship and pass the ITC.
- Our Certificate of Completion is valid for three year and would thus allow candidates who pass our 2016 Programme but Fail the ITC to write the APC in 2017 or 2018 once they have passed the ITC. They would not be required to repeat the professional programme.

APT APC PROGRAMME - 2017

From 2014, the IRBA PPE Examination and the SAICA Part II Financial Management Examination [“Part II Examinations”] have been replaced by a single SAICA competence based examination – the Assessment of Professional Competence [“APC”] – written in November of each year.

In order to be able to write the SAICA APC, you are required to have completed 20 months of traineeship and complete and pass a Professional Programme accredited by SAICA.

APT has run a SAICA Accredited [Accredited at Level 1] APC Professional Programme since 2014 and will do so again in 2017. Our Professional Programme specifically addresses your requirements and offers you a top-class opportunity to develop your professional competence.

THE APT PROGRAMME PROVIDES THE BEST OPPORTUNITY TO PASS THE APC

Who is APT?

APT’s mission is to strive for excellence in the accountancy profession through providing professional programmes leading our students to qualify as Chartered Accountants.

APT is the country’s leading presenter of Part II Programmes and has operated successfully in this market for 16 years, nationally and in Zimbabwe and Namibia.

APT has consistently met its goals in preparing candidates for entry into the accountancy profession. Our 2014, 2015 and 2016 programmes served approximately 80% of the market and were well received by both the market and candidates. Pass rates for APT candidates in the APC were outstanding in 2014 and 2015 and we expect this trend to continue for the 2016 APC [results in February 2017].

SAICA awarded honours to 10 candidates for the 2014 APC. Of these seven were APT candidates. In 2015 SAICA awarded honours to seven candidates. ALL SEVEN DID THE APT PROGRAMME.

APT has a full commitment to transformation in the accounting profession, business and the academic environment and is a Level 1 BBBEE Contributor.

What is the APC?

The APC is the second of SAICA’s two Qualifying Examinations.

- The first, the ITC [Part 1], focuses on the assessment of technical competence and is a standard setting examination after candidates complete a university programme [CTA or equivalent].
- The second is the APC which is SAICA’s final formal assessment before a candidate may register as a CA[SA]. The APC is an assessment of professional competence and focuses on the integration of technical skills within ‘real life’ circumstances, on pervasive skills such as communication, on understanding the ‘big picture’ [the business and the environment in which the business operates] and on strategy, risk management and governance. Aspects of professional competence are developed in the university programmes and in training programmes, but our Programme focusses fully on developing your competence to the level required of a CA[SA]. The APC Examination assesses professional competence to the extent possible in a written examination and has been very carefully designed to do so.



*The APT Programme will run nationally from mid-**April** until early **November**. Enrolment is online and early enrolment is already open through our website - www.apcprogramme.co.za*

Duration of the APT Programme

Our Professional Competence Programme is of six months duration and meets all requirements set by SAICA.

The 2017 programme commences on 19 April 2017 and terminates shortly before the APC in November.

Objectives

Our Professional Competence Programme is designed to achieve the learning objectives set out in relevant SAICA Guidelines concerning the APC, specifically with regard to the development of professional competence.

The primary objective of our Professional Competence Programme is to develop the professional competence of candidates to a level appropriate for new entrants to the Chartered Accountancy profession. A secondary, but very important, objective of our programme is to prepare you for the APC.

Programme Material – Available in English or Afrikaans

Vir Afrikaans sprekende studente is die kursusmateriaal ook in Afrikaans beskikbaar. A candidate may request the material in either English or Afrikaans, but is entitled to only one copy.

Board Course

The Programme is not a 'Board Course' in that it is much more than simply a course to prepare candidates to pass the APC. Our programme will equip you with new professional skills and further develop those which you already have. You will gain new perspectives, develop as an individual and be fully prepared to enter the CA profession. As you will not be able to enter the profession unless you pass the APC, our programme also gives you the best possible chance of passing.

Our programme does, however, include a Board Course as our Final Revision Module.

Changes to our programme

Whilst the management of APT do not anticipate significant changes to the outline set out above, this fact sheet is issued in November 2016 for a programme commencing in April 2017 and management therefore reserve the right to make necessary changes to the programme.



Candidates should have passed SAICA's ITC Examination and have completed 20 month's traineeship by November 2017.

The APT Team - *Presenters*

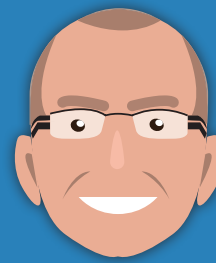
APT has significant expertise concerning the APC as several of our presenters were involved in the development of the SAICA model and we also conducted extensive research into this model over the three years prior to SAICA's implementation of the model.



**Jeff
Rowlands**



**Peter
Bourne**



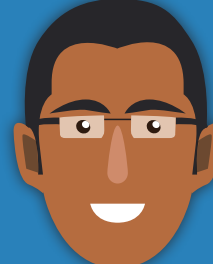
**Ben
Marx**



Alex van der Watt



Michael Wormald



**Ahmed
Mohammadali
Haji**



Lyndsay Maseko



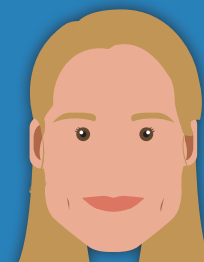
Jonathan Streng



Dewald Joubert



**Milan
van Wyk**



**Vanessa
van Dyk**

Personal Contact and Support

Query facilities and consultation are available on an ongoing basis. Our Online system includes a Chat Room that is monitored by the presenters and we comment on candidates' issues raised in the Chat Room.

Our policy is that all student queries should be dealt with as soon as possible and we have had few complaints in this regard in the past.

Interventions, including learner counselling and advisory facilities, are in place to enable us to react appropriately to underperforming students and assist these students.

Programme Methodology

We recognise that individuals learn differently and have preferences as to the way in which programmes are presented. Both programmes incorporate a tracking system which enables individual students to monitor their progress on the programme and their competency development.

The APT programme is presented in two formats:

Blended



Contact classes & online learning
[strongly recommended]

This programme is run on a national basis with contact session support in all major centres. Our programme uses a carefully considered blend of traditional contact session based teaching methods combined with online education.

As the acquisition of professional competencies is so fundamentally different from the skills most students have already developed in the academic programme, we believe that candidates will benefit from direct interaction with presenters.

The Blended Learning Programme therefore, includes a significant component of direct, face to face contact with candidates. Contact sessions will be provided in Johannesburg, Midrand, Bloemfontein, Cape Town, Durban, East London, Harare, Pietermaritzburg, Pretoria, Port Elizabeth and Windhoek with limited contact workshops in George and Polokwane. Details of provisional dates and times will be made available on our website.

Fully Online



Online learning with videos of the contact classes
[for candidates who cannot attend classes]

Our online programme allows candidates the flexibility of studying in their own time and completing work or submitting assignments within a scheduled time frame rather than on a fixed date. Videos of the contact classes are available online and form a central component of the online programme.

Students are able to access our online facilities from any place at any time, will have access to 'chat rooms' and will have the opportunity to work in groups.

Our online programme incorporates a tracking system which will enable individual students to monitor their own progress on the programme and their competency development.



Changing between the Online and Blended Learning Programmes is allowed.

Case studies

Our Professional Competence Programme incorporates seven case studies; each of which simulates the SAICA APC.

These case studies are the core of our programme and candidate development through the case studies is undoubtedly our major strength. The case studies are 'real life' professional assignments and are used as developmental tools where you are guided through the process and provided with the opportunity to test themselves under our guidance. You will receive continuous feedback and guidance as the programme progresses.

As the Professional Competence Programme progresses, two of our case studies are used as assessments, while a further five case studies are used for revision and final preparation.

The case studies require an understanding of the business environment (e.g. competition, the economy, social and political environment), an understanding of the business sector and an understanding of the particular business entity. With this understanding you will be required to use all your technical knowledge, including your competence in strategy, risk management and governance, in a fully integrated manner and simultaneously use other professional competencies to respond to a comprehensive integrated professional assignment.

The format of the SAICA APC is a multidisciplinary single integrated case study based on a real-life scenario, where:

- Candidates are provided with pre-released information in advance of the examination.
- Candidates have a period in which to analyse the pre-released information, conduct research, revise technical understanding and prepare for the assessment.
- Additional information and the required section is provided on the day of the examination.
- Candidates have 8 hours in which to complete the examination.
- The concept of a pass mark is replaced by assessments of candidates' professional competence; "Not competent", "Limited competence", "Competent" and "Highly competent".

Our programme takes candidates through a series of 'real life' case studies. We believe that professional competence is best achieved through experience of professional assignments [the work of a CA] and that our integrated case studies provide an excellent opportunity to gain this experience. Incidentally, the APC has exactly the same objective – to test professional competence through a 'real life' professional assignment which is integrated and comprehensive.

One of the very important aspects of our case studies is to develop your ability to conduct research relating to the case [research: entity, industry and the social, economic, political and legislative context in which the entity operates]. Once you have acquired the ability to conduct research of this nature you will be able to use it in new and unfamiliar circumstances. For this reason our programme does not teach you about particular industries but rather equips you to research any industry [it would not be possible to cover all industries anyway]. Of course each of our case studies refers to a particular industry and you will gain in-depth understanding of these industries

Our case studies are used as developmental tools and candidates are guided through the process in the initial stages of the programme and provided with the opportunity to test themselves under our guidance. Very specific guidance is given early in the programme, concerning:

- The nature of the examination and the related processes.
- Candidates' understanding of the pre-released information and guidance as to the analysis of this information and the process of preparing for the examination.
- Further analysis of information provided on the day and the specific requirements.
- Understanding the marking process and grading system.

Candidates receive continuous feedback and guidance as the programme progresses.

Assessment and Requirements to Pass the Programme

In order to pass our Professional Competence Programme, you are required to pass two formal APT assessments.

- Both assessments fully simulate the SAICA APC and are written under full examination conditions.
- Candidates are entitled to write our assessments in any language approved by SAICA.
- The first assessment is provisionally scheduled for 24 June 2017.
Candidates receive guidance prior to this assessment.
Candidates are also required to complete a series of short online assessments during May and June in order to assist their development and assess their progress and, thereby, to gain entry to this assessment.
- Candidates are required to pass the first assessment in order to progress to the second.
- Candidates who fail the first assessment are provided with further guidance and are required to write a supplementary assessment on 26 July.
- The second assessment is provisionally scheduled for 20 September 2017.
- Candidates who fail this assessment are allowed to write a supplementary assessment on 16 October.

On completion of the Professional Competence Programme, each candidate is awarded a certificate which will entitle him or her to write the APC.

Value Added

Our programme also offers Value Added in the form of our CPD Module, which provides technical updates in selected topics, and our Professional Profile Management (“PPM”) Module, which enable candidates to determine their personal development needs and to address those needs.

Candidates who write the June 2017 ITC

We allow June ITC Candidates to register.

Because we believe that June ITC Candidates should concentrate on Passing the June ITC, these candidates start work on our Programme after writing the ITC and then complete an intensive block release programme.

The “Catchup” programme enables candidates to work through Modules 1 and 2 in time to write our Deferred Assessment 1 on 31 July.

The “Catchup” programme involves six full day’s work from 30 June – Friday/Saturday 30 June/ 1 July, Friday/Saturday 7/8 July, Saturday 15 July and Friday 21 July.

If a Candidate fails the June ITC, the APC Certification is still valid for two years after 2017.



**Sounds great!
But how much
does it cost?**

R10 850
ex VAT

**Discounted
Block Booking**

R8 680
ex VAT



We offer discounts for block bookings.
[5 or more candidates from the same firm]

Conclusion

We have enjoyed developing our programme over the last 5 years and while it will be onerous and will require a great deal of hard work on your part, we are confident that the APT programme will enable you to develop the professional competence expected of a CA(SA) and will offer you the best possible chance of passing the APC in 2017.

What our candidates say

The presenters are informative and helpful and more than willing to go the extra mile to help you pass.

*– Mr Justin Shein
[Honours roll 2015]*

I am humbled by the success I achieved and knowledge obtained with my completion of the course.”

*– Mr Darryl Margolis
[Honours roll 2015]*

The APT program has changed the way I approach and interact with clients on all my engagements.

– Mr Michiel Oelofsen

Looking back, I realise the importance of having attended those APT classes and interacting with the Lecturers, as this was my winning formula for that exam.”

– Ms Morepe Ntjane

I enjoyed the entire course and I believe it gave me the confidence I needed when I wrote the APC.

*– Ms Megan Thomas
[Honours roll 2015]*

The focus of APT is not on quantity, but rather quality.

*– Mr Graham Starkey
[Honours roll 2015]*

Our mission is to strive for excellence in the accountancy profession through providing professional programmes leading our students to qualify as Chartered Accountants.

Provisional Course Outline 2017

Provisional Date:

**NOV
22**

**SAICA
APC EXAM**

Class
01

Weeks beginning Monday
17 and 24 April

Class
02

Week beginning Tuesday
2 May

Class
03

Week beginning Monday
15 May

Class
04

Week beginning Monday
22 May

Class
05

Week beginning Monday
12 June

ASSESSMENT
01

Saturday
24 June

Class
06

Week beginning Monday
10 July

SUPPLEMENTARY
ASSESSMENT
01

Monday
31 July

Class
07

Week beginning Monday
21 August

Class
08

Week beginning Monday
4 September

ASSESSMENT
02

Wednesday
20 September

SUPPLEMENTARY
ASSESSMENT
02

Saturday
21 October

Class
09

Week beginning Monday
23 October

Class
10

Week beginning Monday
30 October

APC vs ITC

A significant barrier that candidates face relates to the conceptual difference between the ITC and the APC.

| ITC | APC |
|---|---|
| The ITC is an academic and technical examination. | The APC is an Assessment of Professional Competence in which you are required to carry out specific simulated tasks typical of those performed by an entry level Chartered Accountant. |
| You can “swot” for the ITC. | The APC requires you to analyse Case Study information prior to the Assessment and conduct research. You would then identify specific issues apparent from the Case Study and prepare for those issues. |
| In the ITC, you could bring only your handbooks. | For the APC you may bring your handbooks but you may also summarise your preparation material and bring this material to the Assessment as long as it fits into a single standard Lever Arch file. Except for an 8cm paper thickness limit, there are no restrictions on what you may include in your file. |
| You received the ITC Scenario on the day of the examination. | You receive Pre Released Information [The initial Scenario] five days before the APC and thus get the opportunity to identify issues and prepare for them. You can work in teams with other candidates during this period. |
| ITC questions focus on Individual Subjects or Disciplines. | The APC is lateral and multi-disciplinary. In preparing for an issue, you would have to consider all competencies and all aspects that might be considered by a Chartered Accountant. |
| In the ITC, you could, to a degree, prepare “standard solutions” and “memory dump” these. | In the APC, you will have to analyse the requirement on the day and consider the context and to whom you are responding. You will then prepare a response [not a solution] that is appropriate in the context and for the specific audience. |

| | |
|--|--|
| <p>You could “cram” for the ITC just before the examination.</p> | <p>You develop professional skills over a period. And there is nothing to “cram” although you will have opportunity during the pre-release period of five days to revise technical issues which are ‘triggered’ in the Pre Release information.</p> |
| <p>Technical is “everything” in the ITC.</p> | <p>Technical provides the foundation for your responses in the APC but many candidates display sound technical competence but still fail the Assessment because of a lack of attention to the context and the audience.</p> |
| <p>Any topic in the syllabus can be examined in the ITC.</p> | <p>SAICA uses the term “trigger”, in the sense that a topic cannot be examined in the Assessment, unless it is “triggered” in the Pre Release information. The exception to this rule relates to ethical issues – these may not be ‘triggered’ in the Pre-released information</p> |
| <p>The ITC is graded according to a table of marks.</p> | <p>There is often no “correct” or “incorrect” “solution to an APC task. The nature of professional competence is that two competent professionals may approach a task differently. Candidates are graded according to whether or not they provided an appropriate professional response.</p> |

What is apparent from the above is that:

- Proper preparation before the examination is critical and this is not “swotting”. It is analysis and research in the context of a specific scenario and then very specific preparation on an identified set of issues [issues resulting from the ‘triggers’ in the pre-release information].
 - Developing the professional skill of preparing an appropriate response is critical. This involves judgement, professional scepticism, an understanding of the technical issues and an understanding of context and audience.
 - Development of these skills requires you to gain experience and have regular communication with your peers and with course presenters. It is vitally important that you understand that these competencies must be developed in an environment which provides for healthy debate and different views. The APT Professional Development Programme provides these opportunities through a wide variety of activities including face-to-face classes, videos, online chatrooms, individual consultations and many more.
1. *The above is an abbreviated summary of the skills that you need to develop over the course of the programme.*
 - *You have a lot to learn but we will enable you to develop these skills as the programme progresses.*
 - *But, first, you need to change your pre-conceptions about an “examination”.*
 - *And realise that you are NOT doing a Board Course. This is completely different.*
 2. *Strangely enough, despite the fact that you have a great deal of work ahead of you, we believe that once you have changed your pre-conceptions, you will find this much easier than “studying” for the ITC.*
 3. *If you have issues, ask one of the presenters. This is why we give you our EMail addresses and Cellphone numbers.*