



BCTA 2024 Brochure

What does being a CA make you?

The Chartered Accountancy qualification opens the door to a vast range of exciting career opportunities, in every sector of business and finance, both in Zimbabwe and internationally. Chartered Accountants are in constant demand both at home and abroad, being recognised for their technical competence, professional standards, and veracity.

Different roles or pathways of CAs

Role	Responsibility
Management Accountant	Management accountants are responsible for preparing and monitoring budgets and internal reports to assist management to make financial decisions on, for example, the introduction of new product lines.
External Auditor	The role of the external auditor is to independently verify the accuracy of the financial statements prepared by a company. The role is determined by legislation and regulations as all listed companies must be audited by a registered auditor.
Financial Manager/Chief Finance Officer	Responsible for the financial wellbeing of the organisation. Duties include preparing financial reports, investment decisions and funding/financing decisions. Financial managers assist the organisation to make financial decisions.
Internal Auditor	The role of internal auditors is to independently give assurance that the internal controls, risk management and governance of the organisation are sound and effective
Investment Analyst	Investment analysts provide advice and recommendations to fund managers and investors on possible investment opportunities based on the researched data.
Credit Analyst	In a banking environment, credit analysts provide lending advice and recommendations to clients based on the researched risk profile of the client.
Tax Accountant/Specialist	An accountant who specializes in taxation and in the preparation of company and individual accounts
Company Secretary	Responsible for the administration of the secretarial and corporate governance of organisations.
Entrepreneur Owner/Managing Director/Chief Executive Officer	Many chartered accountants are entrepreneurs, managing directors and chief executive officers. This is top position in an organization, responsible for implementing existing plans and policies, improving the company's financial strength, supporting ongoing digital business transformation and setting future strategy.

Road to CA(Z)

BCTA

The Bridging Course to the Theory of Accounting (BCTA) is the first step into the Chartered Accountancy profession for those who do not have first degrees in Accounting or an accounting degrees older than 5 years. BCTA seeks to equip prospective accountants with basic principles in Accounting. After successful completion of BCTA applicants will be eligible to apply for the ZCTA

ONE

TWO

ZIMBABWE CERTIFICATE IN THEORY OF ACCOUNTING (ZCTA)

ZCTA is issued by ICAZ after completion of postgraduate ZCTA course. The ZCTA program covers the four accounting core courses namely Financial Accounting, Taxation, Auditing and Management Accounting and Finance. For students to successfully complete the ZCTA program and receive the ICAZ post graduate Certificate in Theory of Accounting they should pass all the above 4 modules in one sitting.

TRAINING CONTRACT

As part of the ICAZ qualification requirements trainee accountants should obtain work experience with any ATO. The duration of the training contract depends on the entry level, that is, a trainee accountant that joins a training office after ITC is normally given a 36 months contract while a trainee accountant that joins a training office straight after A-Level is given a 60 months contract.

THREE

FOUR

ICAZ BOARD EXAMS

One is also required to complete two ICAZ board exams to along with the articles.

BCTA

Are you interested in pursuing a career as a Chartered Accountant, the Bridging Course to the Certificate in Theory of Accounting (BCTA) is a perfect solution to help you achieve your career goals.

The program is the first step towards achieving the minimum entry requirements into the Certificate in Theory of Accounting (CTA).

Entry requirements

An accounting degree older than 5 years or a business related degree.

Program duration

January 2024 – November 2024

July 2024– May 2025

Program Structure

BCTA is a part time program done in one year

The mode of lecture delivery is a blended learning approach entailing two online lectures and two physical contact sessions on selected weekends.

Passing BCTA qualifies you to register for either CTA level 1 or CTA Fulltime.

Passing the program with a minimum mark of 70% across all modules you will be exempted from CTA level 1 and go to CTA level 2, therefore reducing your number of study years.

The BCTA program has twelve modules and you can enrol for a maximum of 6 modules and a minimum of 4 modules in any semester.

First semester modules

- Governance and control
- Ethics
- Corporate Finance
- Introduction to IFRS
- Financial Accounting
- Business Law



Second semester modules

- Advanced Auditing
- Investment analysis
- Management Accounting and Decision making
- Advanced Financial reporting
- Vat mechanics
- Corporate and individual Tax

How will you benefit from enrolling in this course:

- This program will give you an initial step towards a good academic basis in the field of accounting, financial management, taxation, and auditing.
- Offers a fast track to qualify for the ICAZ CTA program

How to apply for CAA programs

Enjoy the convenience of applying online for our programs. Visit our website www.caa.ac.zw and select the “apply now” tab. Complete and submit the application form online.

What you will need for your application.

- Scanned copies of National Identification
- Proof of residence
- Scanned copies of your education certificates and transcripts
- Application fee You will receive a response to your application in 7 working days



Scan here to apply



Develop your business acumen and leadership skills to run a business or build a new one.

This programme will equip you to lead more effectively, grow your career, and help to make better decisions for yourself and for your organisation, whether as an employee or as a new business owner.

Fees structure

Our fees structure for 2024 is yet to be finalized but its approximately usd 160 per module and have a flexible payment plan.

What it covers

- Exam fee: (You don't have to pay an additional exam fee to when writing exams)
- Tuition fee
- Learning Material (Course Modules and Question Banks)
- Campus Wi-Fi
- Study facility through use of our campus library
- Study Coaching by an experienced international study coach
- Additional support: our lectures give additional support through consults; students can book for online consults where they have a chance to go one on one with lectures explaining to them on complex concepts.
- All extra-curricular activities

CAA Student Loan Facility

Students can access CTA and BCTA loans from African Century Limited. For one to be able to access the loan use the following steps:

- Open an account with African Century Limited
- Apply for a student loan
- Attach proforma invoice from CAA
- Your application will be processed within 48hrs.

For more information contact ACL accounts: +263 (24) 2755691, +263 718 999 513





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