



Dear prospective participant,

## FREQUENTLY ASKED QUESTIONS

### NWU Short Courses relating to the forensic industry & the ICFP Board Examination

Thank you for showing interest in studying at the NWU Business School.

Herewith is some additional information regarding the referred short courses and the Board Examination of the Institute of Commercial Forensic Practitioners (ICFP).

The ICFP is a self-regulatory professional body for commercial forensic practitioners in South Africa and is duly accredited by SAQA. Please refer to the ICFP's website for more information: <https://www.icfp.co.za/>

#### 1. Registration

- 1.1. There is only one intake for the short courses per year. Applications for 2024 will open on the 1st of October 2023 and close on the 14th of February 2024.
- 1.2. Classes start in April 2024.
- 1.3. Given the prerequisites that apply in respect of some of the short courses (specifically CFI and PFRM) and the fact that there is only one intake per year, it follows that it is impossible to enrol for all five short in the same year. It is advised to start in the first year with a combination of CFIT, CFL and CFA (if you have not been exempted from any of them) and then to complete PFRM and CFI in the following year.

#### 2. Admission Requirements

- 2.1 Grade 12 AND two years relevant academic OR practical experience.
- 2.2. Please note that specific additional admission requirements (see the attached brochure) apply to some of the short courses, namely:
- 2.3. CFI (applicants should have either passed CFL or obtained exemption (see below on exemptions) from the ICFP based on prior academic learning, for example, an LLB);



**2.4.** PFRM (applicants should have either passed CFA or obtained exemption (see below on exemptions) from the ICFP based on prior learning, for example, a BCom with Accounting and Auditing on second-year level).

### **3. Exemptions**

**3.1.** You may apply for exemptions from the short courses based on your prior academic qualifications if you wish to become a member of the ICFP.

**3.2.** Although the ICFP has the final say regarding exemptions, we, as the NWU, only administer the process. We, therefore, collate the applications for exemptions and relevant supporting documentation during the application process, whereafter we forward it to the ICFP for their consideration and approval.

**3.3.** The ICFP decides on exemptions during February, whereafter you will receive communication from us pertaining to the outcome of the process.

### **4. ICFP Board Examination**

**4.1.** The examinations that follow the short courses also serve as the Board Examination for full membership of the ICFP. In other words, it is the same examination. You need not write a further examination should you wish to become a full member of the ICFP.

**4.2.** NB: You will note on the application form that you can either apply to only write the Board Examination OR enrol for both the short course as well as the Board Examination. The first option is meant for those applicants who believe that they have enough experience and knowledge to pass the ICFP Board Examination without enrolling for the short course. Such participants, therefore, do not attend any class sessions and will not receive any study material.

### **5. Format of classes**

**5.1.** The courses are offered online via our e-learning study portal (eFundi), and classes are held via platforms such as Ms Teams.

**5.2.** The short courses will commence from April 2024. There are five sessions per short course, which are presented/released on Saturdays over a period of six months, i.e., more or less, one session per month per course. As far as possible, no sessions are scheduled during school holidays or long weekends. The sessions and examination timetable will be sent to you by the end of March 2024.

**5.3.** Real-time attendance of the sessions is not compulsory. All the study guides, study letters, course material, Powerpoint slides with voice-overs, and communication regarding assignments are also made available on our electronic student portal, known as eFundi.

## **6. Outcomes of the short courses**

See the outcomes of each of the short courses by visiting our website:

<https://www.nwu.ac.za/nwu-business-school/forensic-short-courses>

## **7. Assessment**

**7.1.** At least two compulsory assignments per short course need to be completed, which forms 40% of the total mark.

**7.2.** There are two examination sessions. The second examination session is optional and allows participants to either improve their marks if they failed the first examination session or to be used if a participant could not attend the first session due to illness or work responsibilities. Sit-down examinations will be hosted at several examination centres in South Africa and Namibia.

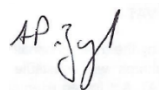
## **8. Fees**

**8.1.** The course fees are set out in the brochure and application form. Please note that 50% of the course fees have to be paid before the end of April 2024, whereafter the balance is to be paid over a period of three months (end of July).

**8.2.** The ICFP provides a subsidy to associate members of the ICFP in respect of course fees. Specific terms and conditions apply. You are welcome to contact the ICFP in this regard.

You are welcome to contact me should you have any further enquiries.

Kind regards



Albert van Zyl

Course Leader

North-West University Business School

North-West University

Email: [albert.vanzyl@nwu.ac.za](mailto:albert.vanzyl@nwu.ac.za)