

# Skills Programme in Fundamentals of Pastel Accounting

School of Media, Design and Information Technology

FACT SHEET

## Type of Programme

- Part-time
- Part of a national qualification\*

\* National qualifications are formal qualifications that are registered on the National Qualifications Framework (NQF), and that are accredited by a relevant quality assurance body, such as a SETA (for unit standard-based qualifications), Umalusi (for General and Further Education qualifications), or the Higher Education Quality Council (HEQC) (for Higher Education qualifications). National qualifications are credit-bearing and enable articulation on the NQF.

## About the school

The Damelin School of Media, Design and Information Technology proudly offers a combination of 25 diploma and short programmes. The programmes range from creative design disciplines such as film-making to the fascinating world of information technology.

Programmes include:

fashion, media, interior, sound engineering, contemporary music, journalism, photography, film-making, TV & radio presenting, end user technology, programming and PC engineering.

It is the aim of the school of media, design and information technology to produce well-balanced and innovative graduates who are geared and equipped for industry.

## About the programme

This programme has been designed for learners who are passionate about accounting.

Upon successful completion of this programme, your skills will be enhanced as you are enabled to use the Pastel Accounting software package.

The aim of this programme is to prepare you for the Microsoft external examinations (optional) through tuition, practice, formative and summative assessment.

## Admission requirements

- Computer literacy;
- A knowledge, comprehension and application of English and mathematics at NQF level 2/Grade 10 or equivalent;
- Knowledge and understanding of bookkeeping terms and concepts.

## Certification

On successful completion of the programme, you will receive a Damelin Skills Programme Certificate in Fundamentals of Pastel Accounting. This skills programme is mapped to a cluster of unit standards including:

- SAQA ID 12998;
- SAQA ID 12990;
- SAQA ID 12991;
- SAQA ID 12995;
- SAQA ID 13098.

## Duration

The programme duration is 60 hours and the tuition is face-to-face. Each Damelin campus has a different tuition schedule. Programmes are offered during the week, in the evenings, or on Saturdays. Please enquire at your campus.

## Further studies

Successful learners are able to study further in their chosen field of interest.

## Pricing

Enquire at your nearest Damelin campus for a current programme pricelist.

## Additional costs

You must make provision for external exams should you wish to pursue Pastel certification. Vouchers for these examinations can be purchased from Damelin at a discounted rate.

## Books and learner packs

All books are included in the tuition fee.

## Disclaimer

The information contained in this fact sheet is accurate at the time of printing. However, factors beyond Damelin's control (such as environmental, regulatory or technical changes) may cause the contents of this fact sheet or of the programme to change. In the event of any such change, Damelin will formally notify current learners. All possible measures will be taken to minimise inconvenience to learners.

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 Damelin

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