

## BQA NCQF QUALIFICATION TEMPLATE

SECTION A: QUALIFICATION DETAILS																		
<b>QUALIFICATION DEVELOPER (S)</b>			Botswana Institute of Banking and Finance															
<b>TITLE</b>		Postgraduate Diploma in Forensic Accounting						<b>NCQF LEVEL</b>		8								
<b>STRANDS (where applicable)</b>		N/A																
<b>FIELD</b>		Business, Commerce and Management Studies						<b>CREDIT VALUE</b>		120								
<b>SUB FIELD</b>		Forensic Accounting																
New Qualification		<input checked="" type="checkbox"/>		Legacy Qualification				Renewal Qualification										
								Registration Code										
<b>SUB-FRAMEWORK</b>		General Education						TVET		<input checked="" type="checkbox"/>		Higher Education						
<b>QUALIFICATION TYPE</b>		Certificate		I		II		III		IV		V		Diploma			Bachelor	
		Bachelor Honours						Post Graduate Certificate						Post Graduate Diploma		<input checked="" type="checkbox"/>		
		Masters								Doctorate/ PhD								
<b>RATIONALE AND PURPOSE OF THE QUALIFICATION</b>																		

### **RATIONALE:**

According to ACFE 2020 global study on occupational fraud and abuse, fraud is a global problem affecting all organizations worldwide. Because occupational fraud is frequently undetected and often never reported, it is difficult to determine the full scope of global losses. The study estimated total losses of more than \$3.6 billion for 2020, a clear indicator of the enormity of this problem.

This qualification is therefore designed in consideration of the global fraud issue and also to tap into the growing demand for forensic accountants in Botswana to deal with the challenge of financial crime, occupational fraud and national resources misallocation that is reportedly on the increase as evidenced by the media reports. Forensic accounting services involves application of specialised knowledge such as forensic analytics and investigative skills to collect, analyse and evaluate evidential matters and to interpret and communicate the finding in the courtroom, boardroom or other legal administration forum.

The qualification is designed to ensure that graduates will possess knowledge, requisite skills and intellectual capacity to take full advantage of career opportunities arising primarily in the specialized field of accounting and auditing.

The new qualification also considers the Botswana Government Vision 2036 and the National Development Plan (NDP 11) that seek to achieve economic diversification through human capital development in the areas of finance and business services. In addition, the Human Resources Development Council 2016 (HRDC) has identified need for accounting, as a top occupation in high demand under the business and finance sector. The report highlights on the need for accountants who are specialized in forensic and internal auditing areas. The need for knowledge development in the area of specialized accounting to close the identified gap is justified further.

In 2019 the local media was awash with allegations of money laundering cases involving millions of Pula in parastatals and private businesses. Consequently, allegations of high-profile scandals indicate the need to equip the country with highly skilled forensic professionals. As such the Post Graduate Diploma in Forensic Accounting qualification will equip graduates with skills necessary to combat and deter different illegal financial activities propagated against the economy.

The modern world is complex and is changing first and therefore finance practitioners must acquire skills equal to the challenge. Statutory and other forms of Audits have also failed to safeguard investors interest to a large extent as the number of corporate collapses and public entities scandals have

become the norm. According to PwC Global Economic Crime and Fraud Survey (2022) respondents reported total losses of US\$42B, on top of the damage to brand, reputation and market share.

The forensic Accountancy qualification has been designed with specific employment opportunities in mind. This industry-focused qualification will provide high-level social and ethical intelligence and judgement. It will equip graduates with the skills – as accountant and investigator – to play an essential role in preventing fraudulent activities, delivering justice to the community and providing specialized assistance to the regulation of the law and functioning of government. The qualification structure and module content address industry developments (e.g. the increased importance of good business practice and sound financial management) which ensures graduates have the knowledge and skills required by professional bodies like ACFE and employers.

According to a recent needs poll conducted by Botswana Institute of Banking and Finance, the overwhelming majority of the respondents contacted from its database of stakeholders affirmed that the Forensic Accounting qualification is relevant to the human capital needs of Botswana and expressed interest in registering for the qualification.

Further support of the new qualification was provided by the bank of Botswana as the regulator of all commercial banks. The Qualification endorsement letter provided by the regulatory body justifies the need to develop Forensic Accounting qualification to close the knowledge and skills gap in the financial services sector and the larger economy.

### **PURPOSE: (itemise exit level outcomes)**

The **purpose** of this qualification is to produce graduates with highly specialised knowledge, skills, and competence to:

1. Assess the psychology and practices of financial/white-collar crimes and work with a variety of people in an investigative setting.
2. Investigate possible breaches of contracts, laws, or regulations, and prepare reports that could be actionable in court by reviewing contracts, bank statements, correspondence and other documents related to a case and act as an expert witness in court proceedings.
3. Conduct data analysis, and forensic analytics, and process large volumes of complex information to identify discrepancies, or areas of inconsistency and present findings to the instructing party.

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### MINIMUM ENTRY REQUIREMENTS (including access and inclusion)

- Candidates must have completed a Business-related Degree (NCQF Level 7) or its equivalent from a recognized institution.
- Other relevant (RPL) routes will be considered using RPL policy.

### SECTION B

### QUALIFICATION SPECIFICATION

#### GRADUATE PROFILE (LEARNING OUTCOMES)

#### ASSESSMENT CRITERIA

**LO:1** Critically examine core forensic accounting information using data analytics to investigate financial crimes and other types of fraud.

- 1.1 Evaluate the meaning and purpose of forensic investigation and assess the vulnerabilities within contemporary information systems.
- 1.2 Assess the threats posed by the major types of electronic crime in an organisation.
- 1.3 Assess and evaluate the stages of digital forensic investigation to conduct a thorough investigation.
- 1.4 Outline the different types of fraud and evaluate the different creative accounting management methods relevance to their business environment.
- 1.5 Identify situational, systems and security weaknesses in organisations and design and recommend measures to minimise the associated downside risks.
- 1.6 Determine the process of loss quantification

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	<p>and valuation in complex business scenarios.</p> <p>1.7 Apply data analytics and relevant contemporary software in forensic Accounting/audit engagements.</p>
<p><b>LO:2</b> Evaluate the ethical and legal environment and responsibilities of a forensic accountant in accordance with the applicable legal framework</p>	<p>2.1. Appraise a forensic accounting related legal framework and process to conduct a business valuation.</p> <p>2.2. Identify ethical issues, conflicts of interest, and noncompliance with corporate policies and procedures in the context of a specific case.</p> <p>2.3. Conduct legally sustainable Forensic investigations.</p> <p>2.4. Prepare reports that could be actionable in court, and demonstrate understanding of related procedures used to conduct the forensic accounting engagements without offending legal expectations.</p>
<p><b>LO:3</b> Select and apply relevant numerical procedures and techniques to prepare and analyse accounting and financial information, including the use of computer software and digital forensics.</p>	<p>3.1. Apply the conceptual and international regulatory framework for financial accounting to review financial information.</p> <p>3.2. Appraise the accounting system of a business entity, including reconstruction of transactions from scratch.</p> <p>3.3. Interpret and communicate financial statement information to relevant stakeholders</p>

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	<p>3.4. Discuss and apply the regulatory framework for financial reporting, covering a wide range of international accounting standards.</p> <p>3.5. Employ Digital Forensics, Complex Discovery and Data Analytics to conduct a forensic examination.</p>
<p><b>LO4:</b> Manage audits, audits operations and various processes required for obtaining and evaluating audit evidence and appraising control environments.</p>	<p>4.1. Interpret and form an opinion on the full range of ISA standards to undertake an audit process.</p> <p>4.2. Compare and contrast the respective roles of internal and external audit for obtaining and evaluation audit evidence.</p> <p>4.3. Critically appraise the approach to conducting audits using appropriate audit programme and relevant auditing standard in control environments</p> <p>4.4. Select relevant accounting and auditing software to conduct audits for distinct financial crimes under investigations.</p>
<p><b>LO:5</b> Independently conduct research in an applied and emerging area of forensic accounting and present findings and recommendations”</p>	<p>5.1. Develop and present a substantive piece of research in an applied and emerging aspect of forensic accounting.</p> <p>5.2. Critically review literature and other appropriate contextual sources pertinent to the issue, theme, subject or applied problem as identified within the proposal submission.</p> <p>5.3. Critically analyse data and write a report-based findings, drawing conclusions and recommendations</p>

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5.4. Critically articulate, evaluate and reflect upon the outcomes of research findings to an appropriate depth.

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SECTION C	QUALIFICATION STRUCTURE				
COMPONENT	TITLE	Credits Per Relevant NCQF Level			Total Credits
		Level [ ]	Level [ ]	Level [ ]	
<b>FUNDAMENTAL COMPONENT</b> Subjects/ Courses/ Modules/Units	Financial Statement Analysis and Financial Fraud			10	10
	Business Information Systems		10		10
	Forensic Accounting Professional Practice			10	10
	Complex Discovery and Data Analytics			10	10
<b>CORE COMPONENT</b> Subjects/Courses/	Forensic Accounting Applicable Legal Issues			10	10

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Modules/Units	Advanced Forensic Investigation			20	20
	Advanced Audit and Assurance			10	10
	Advanced Loss Quantification and Business Valuation Techniques			10	10
	Consultancy Research Project			30	30
STRANDS/ SPECIALIZATION	Subjects/ Courses/ Modules/Units	Credits Per Relevant NCQF Level			Total Credits
		Level [ ]	Level [ ]	Level [ ]	
1.	N/A				
2.	N/A				
Electives	Not available				



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### SUMMARY OF CREDIT DISTRIBUTION FOR EACH COMPONENT PER NCQF LEVEL

#### TOTAL CREDITS PER NCQF LEVEL

NCQF Level	Credit Value
7	10
8	110
<b>TOTAL CREDITS</b>	<b>120</b>

#### Rules of Combination:

**(Please Indicate combinations for the different constituent components of the qualification)**

There are four Fundamental module and four core modules. The core modules are compulsory. The credits distributed across the qualification give a total credit of 120.

Fundamental modules' **credits** should be attained before a learner is allowed to progress to the core modules. Thus, learners should complete the fundamental modules as a pre-requisite for doing the core modules.

The Consultancy project module will run concurrently. Learners will have up to two months from the end of the course to submit the final project for assessment. The Project will be based on a relevant Forensic Accounting engagement topic using contemporary techniques and tools in the profession.

### ASSESSMENT ARRANGEMENTS

All assessments which are leading to the award of the qualification will be based on learning outcomes and associated assessment criteria. Assessment will be conducted by Assessors who have applied and been formally registered and accredited with Botswana Qualifications Authority (BQA) on the relevant modules in line with approved BQA Assessor standards. The assessment focuses on formative assessments where the learner is assessed after completing each module.

The assessments will be distributed as follows:

#### **Formative assessment**

This will be aligned with the learning outcomes. Formative assessments or continuous assessments include tests, class discussions, role presentations and assignments. These forms of assessment will contribute to **40%** of the final grade.

#### **Summative assessment**

This takes the form of final examinations written at the end of the semester. These forms of assessment will contribute to **60%** of the final grade.

### MODERATION ARRANGEMENTS

Assessments will be internally and externally moderated by BQA-registered and accredited moderators in line with approved moderation policies.

### RECOGNITION OF PRIOR LEARNING

Recognition of Prior Learning (RPL) will be applicable for consideration in this qualification.

A candidate wishing to apply for Recognition of Prior Learning (RPL) shall submit their application for recognition during the normal application period. RPL allows for the recognition of knowledge and skills acquired through formal learning experience and workplace learning (number of years relevant experience). In applying for RPL candidates are to provide the following documentary evidence: a learning portfolio. Candidates may be assessed via:

- Test/challenge examination

- Portfolio;
- Interview;
- Other applicable methods

Provisions are in place to accommodate appeal of the decisions in the event a candidate chooses.

### CREDIT ACCUMULATION AND TRANSFER

Credit Accumulation Transfer (CAT) will be applicable for consideration for award in this qualification.

### PROGRESSION PATHWAYS (LEARNING AND EMPLOYMENT)

Upon successful completion of the qualification, learners can progress vertically by going into a Master's degree programme in the same field.

The qualification can articulate vertically onto Masters degree in Forensic Accounting. It also provides a basis for continuing with the Certified Fraud Examiner (CFE), and Institute of Certified Forensic Accountants (ICFA) pathways.

#### Horizontal Pathways

The qualification articulates horizontally onto the following NCQF Level 9 qualifications:

- Masters in Accounting and Finance.
- Masters of Commerce in Auditing.
- Masters in Financial Risk Management.
- Other related fields

#### Employment Pathways

With this qualification, graduates will have requisite competences and attributes to work as:

- Bank officer
- Digital/cyber-crime investigator
- Digital forensic auditor
- Dispute analyst
- Forensic accountant
- Forensic interviewer – police and court
- Forensic litigation adviser
- Insurance and risk business solutions adviser

- Law enforcement digital analyst
- Financial analysts,
- Consultant in firms specializing in risk consulting.
- Forensic accountant
- Auditor
- Legal officer
- Credit analyst

### QUALIFICATION AWARD AND CERTIFICATION

A learner must comply with the minimum credit requirements of 120 in order to be awarded the qualification. To pass any module, a candidate must obtain a minimum mark of 50%.

Final Exit Point	Award
Completion of 120 Credits	Postgraduate Diploma in Forensic Accounting (PGDiFAcc)

### SUMMARY OF REGIONAL AND INTERNATIONAL COMPARABILITY

The developed Qualification is specialized and unique in nature and structure. This makes it difficult to find Institutions offering similar Qualifications at the same NCQF level that can be used directly as a benchmark locally. However, the NCQF level 7 qualification developed by Logan Business School was considered as key starting point in the development of the new post graduate qualification.

The qualification was further benchmarked as followings:

#### External benchmarking

**Regional:** Initial benchmarking and research were done in the region with Universities in South Africa to determine the nature of their accounting and finance qualification. These pillars were incorporated in the design and development of the BIBF qualification.

- Postgraduate Diploma in Investigative and Forensic Accounting – NQF Level 8 (University of Pretoria)
- Postgraduate Diploma in Forensic Auditing – NQF Level 8 (University of South Africa)

**International:** Benchmarking and research were conducted internationally using Graduate Diploma

of Forensic Accounting -NQF Level 8 qualification (Macquarie University-Australia)

### Similarities:

- The developed qualification follows the same approach and structure like other regional and international qualifications as it is organised around credit bearing modules.
- All the comparable qualifications are at level 8 of their respective NQF which is at the same level as the NCQF.
- The qualification has 120 credits as in the Postgraduate Diploma in Investigative and Forensic Accounting qualification and Graduate Diploma in Forensic Accounting qualification.
- The proposed qualification title (**Postgraduate Diploma in Forensic Accounting**) is similar to the qualification title for the Macquarie University (**Graduate Diploma in Forensic Accounting**) and the University of Pretoria qualification title (**Postgraduate Diploma in Investigative and Forensic Accounting**)
- The learning outcomes of the developed qualification match very well with the outcomes of the three comparable qualifications indicating that all the qualifications prepare learners to effectively conduct forensic accounting/auditing investigations
- Similarly, entry levels of all the qualifications require a graduate qualification at level 7 and have provisions for prior learning considerations.
- Although the nomenclature of the benchmarked qualifications are not exactly the same as the developed qualification, the learning outcomes match very well with the outcomes of the three comparable qualifications.
- The assessment criteria of the developed qualification compares very well with the Postgraduate Diploma in Investigative and Forensic Accounting qualification with both distributing their assessment into 40% formative assessment and 60% summative assessment.
- The qualifications share similar education and employment pathways.
- All the modules in the Postgraduate Diploma in Forensic Accounting qualification (6 modules), the Graduate Diploma in Forensic Accounting qualification, seven (7) and developed qualification (9 modules) are compulsory. There are no electives in these qualifications.

### Differences:

- The distinguishing factor in the developed qualification is the consultancy research project that is not provided in any of the comparable qualifications. This is aimed at strengthening the learners by putting them in real life situations and thereby harnessing the practical skills required to fully participate in the industry of Forensic Accountancy. This gives the proposed qualification an edge over the others as it enhances learners applied investigative and research skills.
- The developed qualification has the largest number of compulsory modules at nine (9), followed by Graduate Diploma in Forensic Accounting (Australia) with six (7) and Postgraduate Diploma in Forensic Auditing (UNISA) with six (6).
- While all the modules for the developed qualification and the other two (2) qualifications are compulsory, learners are required to take three (3) compulsory modules and three (3) electives only in the Postgraduate Diploma in Investigative and Forensic Accounting (University of Pretoria) qualification.
- The developed qualification has 120 credits compared to the Graduate Diploma in Forensic Accounting qualification which has a total credit value of 80.
- The qualification title for UNISA (**Postgraduate Diploma in Forensic Auditing**), though similar in context, only differs with the developed qualification in that it is specifically focused on auditing.

### Comparability and articulation of the developed qualification with the ones examined

The developed qualification articulates well with the other three qualifications examined against it in terms of learning and employment pathways.

### Learning Pathways:

- In all the qualifications, learners can progress vertically directly into a Master's degree programme in a related field such as a Master's in Accounting.
- There are several horizontal learning pathways that are available to learners who have completed either of these qualifications including the proposed qualification i.e. MPhil in Accounting Sciences, Masters of Commerce in Auditing, Master of Professional Accounting.

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- Learning pathways also include opportunities for learners to write professional examinations such as Certified Fraud Examiners' (CFE) examination and Certified Forensic Accountant examination.

### Employment Pathways:

The comparable qualifications also share common employment pathways for learners who successfully complete their respective qualifications.

Common to all the qualifications is qualification as a

- Forensic accountant
- Forensic auditor
- Banker
- Digital/Cybercrime investigator
- Financial analyst

The developed qualification also prepares learners for employment as forensic litigation advisors, dispute analysts, law enforcement digital analysts and other employment designations as in the Macquarie University qualification.


### REVIEW PERIOD

The review period for the qualification would be five (5) years

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### For Official Use Only:

<b>CODE (ID)</b>			
<b>REGISTRATION</b>	<b>BQA DECISION NO.</b>	<b>REGISTRATION</b>	<b>REGISTRATION END</b>

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<b>STATUS</b>		<b>START DATE</b>	<b>DATE</b>
<b>LAST DATE FOR ENROLMENT</b>		<b>LAST DATE FOR ACHIEVEMENT</b>	

