



KAF INSTITUTE ©IKAF

2019

# Syllabus

---

CPA Certified Professional Accountant

*Develop your career with iKAF*

# CPA Certified Professional Accountant

If you tend to become a professional accountant, the Certified Accountant qualification is what you need. This qualification gives special importance to the financial reporting capabilities that should be developed in accordance with International Financial Reporting Standards.

Certified Accountants will also learn the principles and internal control systems of the enterprise, audit methods and standards, and will gain considerable knowledge in the field of business planning, decision making and performance management.



## Module Scheme of CPA Certified Professional Accountant

<b>MODULE CPA-F4 Corporate and Business Law</b>	<ul style="list-style-type: none"><li>▪ Country's legal system</li><li>▪ The law of obligations</li><li>▪ Employment law</li><li>▪ Business organizations law</li><li>▪ Capital and Societies</li><li>▪ Companies Management</li><li>▪ Bankrupt</li><li>▪ Financial reporting</li><li>▪ Insolvency law</li></ul>
<b>MODULE CPA-F5 Performance Management</b>	<ul style="list-style-type: none"><li>▪ Special cost and management accounting techniques</li><li>▪ Decision-making techniques</li><li>▪ Budgeting and control</li><li>▪ Performance measurement and control</li></ul>
<b>MODULE CPA-F5 Performance Management</b>	<ul style="list-style-type: none"><li>▪ The conceptual and regulatory framework for financial reporting</li><li>▪ Accounting for transactions in financial statements</li><li>▪ Preparation of financial statements</li><li>▪ Analyzing and interpreting financial statements</li></ul>
<b>MODULE CPA-F8 Audit and Assurance</b>	<ul style="list-style-type: none"><li>▪ Audit framework and regulation</li><li>▪ Planning and risk assessment</li><li>▪ Internal control</li><li>▪ Audit evidence</li><li>▪ Review and reporting</li></ul>
<b>MODULE CPA-F9 Financial Management</b>	<ul style="list-style-type: none"><li>▪ Financial management function</li><li>▪ Financial management environment</li><li>▪ Working capital management</li><li>▪ Investment appraisal</li><li>▪ Business finance</li><li>▪ Risk management</li><li>▪ Business valuation</li></ul>

# Module

## CPA-F4 Corporate and Business Law

15 Credits

### Objectives

Developing knowledge and skills in the understanding of the general legal framework, and of specific legal areas relating to business, recognizing the need to seek further specialist legal advice where necessary. In detail:

- ❖ Identify the essential elements of the legal system, including the main sources of law
- ❖ Recognize and apply the appropriate legal rules relating to the law of obligations
- ❖ Explain and apply the law relating to employment relationships
- ❖ Distinguish between alternative forms and constitutions of business organizations
- ❖ Recognize and compare types of capital and the financing of companies
- ❖ Describe and explain how companies are managed, administered and regulated
- ❖ Recognize the legal implications relating to insolvency law
- ❖ Demonstrate an understanding of corporate fraudulent and criminal behavior

### Topics to be covered:

- ❖ Country's legal system
- ❖ The law of obligations
- ❖ Employment law
- ❖ Business organizations law
- ❖ Capital and Societies
- ❖ Companies Management
- ❖ Bankruptcy
- ❖ Financial reporting
- ❖ Insolvency law



### Training Features:

- ✓ A Comprehensive review of Corporate Law and Business Module and during the training, participants will be provided with case studies, exercises similar to exams, and mock exam.
- ✓ Trainers are holding professional qualifications, and well experience in their field.
- ✓ Upon completion of this course, participants will be able to take the exam of F4 at IKAF center.

# Module

## CPA-F5 Performance Management

15 Credits

### Objectives

To develop knowledge and skills in the application of management accounting techniques to quantitative and qualitative information for planning, decision-making, performance evaluation, and control. In detail

- ❖ Explain and apply cost accounting techniques
- ❖ Select and appropriately apply decision-making techniques to facilitate business decisions and promote efficient and effective use of scarce business resources, appreciating the risks and uncertainty inherent in business and controlling those risks
- ❖ Identify and apply appropriate budgeting techniques and methods for planning and control and use standard costing systems to measure and control business performance and to identify remedial action
- ❖ Identify and discuss performance management information and measurement systems and assess the performance of an organization from both a financial and non- financial viewpoint, appreciating the problems of controlling divisionalised businesses and the importance of allowing for external aspects

### Topics to be covered:

- ❖ Special cost and management accounting techniques
- ❖ Decision-making techniques
- ❖ Budgeting and control
- ❖ Performance measurement



### Training Features:

- ✓ A Comprehensive review of Performance Management Module and during the training, participants will be provided with case studies, exercises similar to those given in the ACCA exams, and mock exam.
- ✓ Trainers are holding professional qualifications, and well experience in their field
- ✓ ACCA's materials shall be used in the training
- ✓ Upon completion of this course, participants will be able to take the exam of F5 at IKAF center.



# Module

## CPA-F7 Financial Reporting

15 Credits

### Objectives

To develop knowledge and skills in understanding and applying accounting standards and the theoretical framework in the preparation of financial statements of entities, including groups and how to analyze and interpret those financial statements. In detail:

- ❖ A Discuss and apply a conceptual and regulatory frameworks for financial reporting;
- ❖ Account for transactions in accordance with International accounting standards;
- ❖ Analyze and interpret financial statements;
- ❖ Prepare and present financial statements for single entities and business combinations in accordance with International accounting standards

### Topics to be covered:

- ❖ The conceptual and regulatory framework for financial reporting
- ❖ Accounting for transactions in financial statements
- ❖ Preparation of financial statements
- ❖ Analyzing and interpreting financial statements



### Training Features:

- ✓ A Comprehensive review of Financial Reporting Module and during the training, participants will be provided with case studies, exercises similar to those given in the ACCA exams, and mock exam.
- ✓ Trainers are holding professional qualifications, and well experience in their field
- ✓ ACCA's materials shall be used in the training
- ✓ Upon completion of this course, participants will be able to take the exam of F7 at IKAF center.

# Module

## CPA-F8 Audit and Assurance

15 Credits

### Objectives

To develop knowledge and understanding of the process of carrying out the assurance engagement and its application in the context of the professional regulatory framework. In details:

- ❖ Explain the concept of audit and assurance and the functions of audit, corporate governance, including ethics and professional conduct.
- ❖ Demonstrate how the auditor obtains and accepts audit engagements, obtains an understanding of the entity and its environment, assesses the risk of material misstatement (whether arising from fraud or other irregularities) and plans an audit of financial statements
- ❖ Describe and evaluate internal controls, techniques and audit tests, including IT systems to identify and communicate control risks and their potential consequences, making appropriate recommendations. Describe the scope, role and function of internal audit.
- ❖ Identify and describe the work and evidence obtained by the auditor and others required to meet the objectives of audit engagements and the application of the International Standards on Auditing (ISAs)
- ❖ Explain how consideration of subsequent events and the going concern principle can inform the conclusions from audit work and are reflected in different types of auditor's report, written representations and the final review and report.

### Topics to be covered:

- ❖ Audit framework and regulation
- ❖ Planning and risk assessment
- ❖ Internal control
- ❖ Audit evidence
- ❖ Review and reporting



### Training Features:

- ✓ A Comprehensive review of Audit and Assurance Module and during the training, participants will be provided with case studies, exercises similar to those given in the ACCA exams, and mock exam.
- ✓ Trainers are holding professional qualifications, and well experience in their field
- ✓ ACCA's materials shall be used in the training
- ✓ Upon completion of this course, participants will be able to take the exam of F8 at IKAF center.

# Module

## CPA-F9 Financial Management

15 Credits

### Objectives

To develop the knowledge and skills expected of a finance manager, in relation to investment, financing, and dividend policy decisions. In detail

- ❖ Discuss the role and purpose of the financial management function
- ❖ Assess and discuss the impact of the economic environment on financial management
- ❖ Discuss and apply working capital management techniques
- ❖ Carry out effective investment appraisal
- ❖ Identify and evaluate alternative sources of business finance
- ❖ Discuss and apply principles of business and asset valuations
- ❖ Explain and apply risk management techniques in business.

### Topics to be covered:

- ❖ Financial management function
- ❖ Financial management environment
- ❖ Working capital management
- ❖ Investment appraisal
- ❖ Business finance
- ❖ Risk management
- ❖ Business valuation



### Training Features:

- ✓ A Comprehensive review of Financial Management Module and during the training, participants will be provided with case studies, exercises similar to those given in the ACCA exams, and mock exam.
- ✓ Trainers are holding professional qualifications, and well experience in their field
- ✓ ACCA's materials shall be used in the training
- ✓ Upon completion of this course, participants will be able to take the exam of F9 at IKAF center.