Faculty of Law

HIGHER CERTIFICATE IN CRIMINAL JUSTICE AND FORENSIC INVESTIGATIONS

RETHINK. REINVENT.

UNIVERSITY OF JOHANNESBURG
BASIC CRIMINAL LAW AND SPECIFIC OFFENCES
Forensic auditors and other investigators of crime must have a basic understanding of the general principles of criminal law. In addition, the economic crime investigator must have detailed knowledge of the specific elements of those crimes he or she will investigate. Crimes that will be addressed are the so-called “white collar” or economic crimes.

• General principles of criminal law
• Fraud, with emphasis on management and employee fraud
• Theft, also identity theft
• Forgery and uttering
• Computer-related crime (Electronic Communications & Transactions Act No. 25 of 2002)
• Prevention and Combating of Corrupt Activities Act No. 12 of 2004
• Other statutory offences

FORENSIC INVESTIGATIONS
This topic not only deals with the gathering of evidence but also emphasises interviewing and interrogation techniques. Students are provided with hints on where to obtain evidence, as well as how to preserve it for evidentiary purposes. He or she must also know how to report the results of examinations, how to evaluate the veracity of potential witnesses and numerous other matters relating to investigations. Categories included in this topic are:

• Basic methods of investigation
• The crime investigation process
• Evidence gathering and preservation
• Interviewing of witnesses and suspects
• Statement taking and document analysis
• The nature, investigation and combating of economic crime

• Practical guidelines on the prevention of fraud
• Interpretation of Prevention of Organised Crime Act
• Money laundering control

LAW OF EVIDENCE AND THE CONSTITUTION
Topics in this section mainly deal with issues of admissibility.

Apart from a discussion on different important legal concepts, many practical examples and case studies of what the legal system might expect from investigators will be included. The possible consequences of any conduct or action in light of our Constitution will form a very important part of the lectures. Some of the topics include:

• Rules of evidence in general
• Similar fact evidence
• Opinion evidence and expert witnesses
• Hearsay evidence
• Documentary and real evidence (also computer print-outs)
• Competence, compellability and privilege
• Admissions and confessions
• Entry, search and seizure of articles VS fundamental rights
• Giving evidence in court (emphasis on cross-examination techniques)
• Promotion of Access to Information Act
• Whistle-blowing
• Interception, monitoring and entrapment
• Disciplinary hearings

BASIC AUDITING PRINCIPLES
Particular emphasis is placed on the changing roles of internal auditors and fraud investigators. Accountants and auditors will be more familiar with this area. Topics that are addressed may serve to refresh the memory but
students are also provided with new preventative and detection techniques. Most of the time allocated will be spent on practical issues and case studies. Sub-topics include:

- Introduction to forensic auditing
- Key factors to put forensic auditing into perspective
- Auditing principles and standards
- Identifying illicit or suspect transactions
- Generally accepted accounting practice
- Risk assessment and prevention
- Code of conduct

THE PROGRAMME

- The programme is presented over one year on a part-time basis.
- The lectures will be presented in English. Students may participate in discussions in English or Afrikaans and write the assignments and examination in either of these two languages.
- The programme on Criminal Justice and Forensic Investigations consists of four modules which investigate the legal implications of the investigative and auditing functions of the forensic investigator.
- The programme seeks to provide the student with an initial basic understanding of applicable legal theory and thereafter to deal with the legal problems involved in the important practical situations he or she may encounter in his or her professional capacity.
- Persons involved in the internal investigation of financial records, improper conduct or criminal activities such as fraud and theft will find this programme of particular interest. Students will be kept abreast of the latest legal developments.
- The following dates are scheduled for lectures. These dates are subject to variation.

Examination:
Monday, 26 October 2015

I. CONTACT PROGRAMME
(PART-TIME)

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The lectures will be presented on Tuesdays, from 18:30 to 20:30.

II. MODULAR PROGRAMME
LIMITED CONTACT

After the first three successful years of the contact programme, public demand led to the same programme being presented (since 2000) by means of a modular programme of two four-day sessions. Forensic auditors and criminal investigators from around the country have the opportunity to enrol and benefit from this programme. Full-day compulsory lectures will be presented on:

2 - 5 March 2015 and
27 - 30 July 2015

(Candidates outside the Gauteng area will be accommodated first for this modular course)

ADMISSION REQUIREMENTS

The following persons qualify for admission to this course:

- Practising accountants
- Forensic auditors and economic crime investigators (public and private sectors)
- Persons in possession of any bachelor's degree. (Due to the elementary nature of the law part of this course, persons with a law degree are not advised to enrol.)
- Persons with equivalent qualifications and working experience will also be considered for admission by the Dean but matric is required.
- At least 3 years’ relevant working experience.
- Applicants will be subject to a selection process and numbers will be limited.

ASSESSMENT
There will be a written Examination at the end of the Academic Year. Two Individual Assignments and Four Group Assignments must be submitted during the year.

APPLICATION
The closing date for applications is 30 October.

The completed application form and application fee must be sent to:

Faculty of Law
University of Johannesburg
PO Box 524
2006 Auckland Park
Johannesburg

Please attach a certified copy of your ID document/passport and certified copies of your matric and post-matric qualifications (if relevant) to your application form.

NB: Foreign applicants should contact the Faculty for relevant legislative requirements.

COURSE FEES
Please contact our office to confirm the course fees

Foreign students pay an international levy of R1 000.

Students who fail to pay all fees will not be permitted to attend classes.

Please note: The fee or any part thereof is not refunded or carried over to another year in respect of students who are, for any reason, not able to complete the year of study.
- A non-refundable administration fee for first-time UJ applicants is payable on application.

PROGRAMME PRESENTERS
The programme director is Prof Dawie de Villiers (UJ - Criminal Law and Law of Evidence). Part-time: Dr Marna Jackson (E+Y), Mr Jakes Jacobs (Megaplan IIS) and Mr Peter Goss (PWC).

ADMINISTRATIVE ENQUIRIES
Application forms and more details on the programmes are available from the Faculty of Law.
Tel: 011 559 3739/2328
Email: esmeraldedp@uj.ac.za;

PROGRAMMES PRESENTED IN 2015
1. Postgraduate Diploma in Tax Law (intake every second year – next intake 2016)
2. Postgraduate Diploma in International Tax (intake every second year – next intake 2016)*
3. Postgraduate Diploma in Drafting and Interpretation of Contracts
4. Postgraduate Diploma in Corporate Law
5. Higher Certificate in Criminal Justice and Forensic Investigations
6. Postgraduate Diploma in Compliance
7. Money Laundering Control
8. Compliance Management
9. Board Governance
10. Legislative Drafting
11. Post Graduate Diploma in Labour Law
12. Diploma in Paralegal Studies

* Please contact the Faculty to confirm that this programme will be presented in 2015

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