

Faculty of Law

Compliance Management

Centre for Continuing Education Programmes



FACULTY OF LAW



The Faculty of Law at the University of Johannesburg, offers a practical programme leading to the programme in Compliance Management.

This programme introduces students to the main aspects of the compliance function. It is aimed at equipping compliance professionals in the financial services industry with basic technical skills and knowledge in order to achieve the objectives of the compliance function.

Effective compliance is pivotal to organisational success. Pro-active compliance improves productivity, and competitiveness and fosters sound relations with regulators. The programme covers methods and processes that will enable compliance professionals to design, improve and maintain a fully co-ordinated compliance function in line with global best practices. Revoking of business licences, heavy fines and even imprisonment are only a few of the possible consequences that businesses and/or individuals could face in cases of non-compliance with applicable regulations.

About The Programme

Duration: 6 months

Note that this programme is credit bearing to ONLY the Postgraduate Diploma in Compliance.

Method of tuition: Distance learning where study units are available online with a three-day practical session (morning workshops) for which attendance is **compulsory** supported by four contact sessions (two hours each) that are not compulsory.

Assessment: Participation at a three-day workshop as well as written tests and examination. Assignments covering

the course content are made available to students.

Outcome: Successful students will receive a Certificate in Compliance Management from the University of Johannesburg.

Added Benefits: Upon registration you will receive:

1. Generally Accepted Compliance Practice (GACP) e-File. The **Generally Accepted Compliance Practice © (GACP)** framework consists of principles, standards and guidelines that act as a benchmark for compliance best practice that organisations and their Compliance Officers should apply.
2. 1 year membership to the Compliance Institute of Southern Africa.
3. Compliance Management File.
4. 15 CPD Points which will be awarded by the Compliance Institute of Southern Africa.

Programme Contents

The programme is designed to enhance the students' understanding of the following topics and to provide them with appropriate principles, standards and guidance on how to operate within these frameworks in multiple industries, including financial services, mining, manufacturing and parastatals:

1. Corporate governance framework:

- a. The King IV Code on corporate governance will be discussed as the context, with specific focus on relevant chapters for the topics: (i) the governance of risk, (ii) compliance with laws, codes, rules and standards, (iii) internal audit and (iv) integrated reporting and disclosure.
- b. Reference will be made to similar frameworks internationally.

2. Enterprise-wide risk management (ERM) framework:

- a. The development of ERM and the implications will be discussed, as well as relevant principles and schools of thought on risk management.
- b. The interaction between compliance risk and other risk types will be discussed.

3. Regulatory framework:

- a. The development and philosophy of the national and international regulatory environment will be discussed.
- b. The mandate, authority and scope of different regulators in various industries will be covered.

4. Compliance risk management framework and process:

- a. An overview of the compliance framework, including compliance policy, charter, manual and programme.
- b. An overview of the compliance risk management process, including Identification, assessment, management and monitoring, will be discussed in detail.
- c. Case studies will focus on Generally Accepted Compliance Practice (GACP) and will demonstrate how to approach topics such as:
 - i. Governance of compliance;
 - ii. Responsibility of management with regard to compliance;
 - iii. How to establish a compliance function;
 - iv. Roles and responsibilities of the compliance function;
 - v. Fit and proper requirements for compliance officers;
 - vi. Independent reviews and how they should be conducted;
 - vii. Materiality and how to deal with it in a compliance-risk context.

viii. Generic skills for a compliance function will be discussed and topics to be covered include:

- ix. Understanding of project management principles;
- x. Report-writing skills;
- xi. Presentation skills and how to adapt for different audiences;
- xii. Management of change and organisational development.

5. Forward looking trends in compliance risk management will include discussions on:

- a. Environmental legislation and the impact on compliance risks;
- b. The reporting framework for sustainability matters and the implication for compliance officers.

When?

The programme will run from **June until October** using a web conference platform. Attendance of all sessions of the workshop is a prerequisite for continuation with the programme. Contact sessions will be held periodically over the programme. The workshop will be presented in **June** at the University of Johannesburg. Attendance of all sessions of the workshop is a prerequisite for continuation with the programme.

Dates subject to final confirmation

Who Should Attend?

The programme will be of particular benefit to compliance officers, compliance managers, accountants, financial directors, internal audit managers, risk managers and financial advisers.

Entry Requirements

A bachelors degree in Law or Commerce pitched at NQF Level 7 or appropriate equivalent qualification.

Assessment and Outcome

Tests will be written during the programme and a final examination will be written at the end of October or early November. These will be offered via web-based facilities.

Foreign Students

Non-South African students should enquire from the Faculty about the legislative requirements.

Please note: If an applicant is accepted for the programme in Compliance Management, it does not grant automatic admission to the Postgraduate Diploma in Compliance. A student must make the minimum payment in order to register for this Programme.

Applications

Applications open from **31 August 2023** and close on **30 May 2024**, unless the date is extended.

Please attach **certified** copies of your ID document/passport, matric, academic record and all qualifications to your online application form.

Fees

Please contact the Law: CEP office to confirm the course fees.

Non-South African students pay an additional international levy. Kindly contact our office to confirm.

Tuition fees include access to the University's library, study material and the technology assisted learning system, Blackboard.

2023 - Course Fees:

Course Fee for SLP in Compliance Management is R18 550.00.

Non-Refundable UJ Registration Levy and ICT Levy - not Refundable if registration is cancelled: R1 040.00

First Minimum payment R10 000.00

TOTAL: R19 590.00

Non-Refundable International Levy - SADC Students: R1 000.00
R20 590.00

The balance of the course fees must be paid via debit order, unless the course fees are being paid in full (via EFT). The Course Fee includes the cost of all study material.

The 2024 Course Fees will be confirmed at the end of 2023. Generally a 5 - 10% increase in the course fee is applicable for each new academic year.

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

Administrative Enquiries

More details on the programmes are available from the Faculty of Law. Please contact the Course Coordinator: Ms Busi Mpofu, Tel: 011 559 3982, Email: busim@uj.ac.za

Online Application

TO MAKE AN ONLINE APPLICATION
(No Application Fee is payable)

- The Course Code is: **S4CMCQ**
- The Mode of Study is DB – “APK Continuing Education Programmes Part-Time”.
- For a quicker and easier application process for first-time (new) applicants use the link below:
Short Web Application
https://registration.uj.ac.za/pls/prodi41/wuj012pkg.wuj012_startup
- And the RETURNING student web link is:
https://registration.uj.ac.za/pls/prodi41/w99pkg.mi_login
- For both processes above the “token” that must be used applicants is **LAWSLP**.

For assistance regarding Applications please contact the University call centre on (+27) 11 559 4555 or at mylife@uj.ac.za



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