

Faculty of Law

Higher Certificate in Criminal Justice and Forensic Investigations

Centre for Continuing Education Programmes



UNIVERSITY
OF
JOHANNESBURG

FACULTY OF LAW



**The Future
Reimagined**

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
- Review of Cybercrimes Act, 19 of 2020
- Prevention and Combating of Corrupt Activities Act No. 12 of 2004
- Prevention of Organised Crime Act
- Other statutory offences

Forensic Investigations

This topic not only deals with the gathering of evidence but also emphasises interviewing techniques. Students are provided with hints on where to obtain evidence, as well as how to preserve it for evidentiary purposes. Students 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
- Artificial Intelligence as evidence
- The nature, investigation and combating of economic crime

- Practical guidelines on the prevention of fraud
- Implementing and managing a hotline
- The Protected Disclosures Act, 2000 and 2017 and Whistleblowing

Law of Evidence and the Constitution

Topics in this section mainly deal with issues of admissibility of evidence.

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 considering our Constitution will form a very important part of the lectures. Some of the topics include:

- Rules of evidence in general
- Previous Consistent Statements
- 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
- Interception, monitoring and entrapment
- Review of Protection of Personal Information Act, 4 of 2013

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

The Programme

- The lectures will be presented in English.
- 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 Higher Certificate in Criminal Justice and Forensic Investigations is a one-year extra-curricular programme.

Admission Requirements

The following persons qualify for admission to this course:

- Practising accountants
- Forensic auditors and economic crime investigators (public and private sectors)
- Matric with at least 3 years' work experience in investigations
- Persons in the Banking and Insurance Industry are also welcome to apply
- 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. Three Individual assignments must be submitted during the year.

Application to Enrol

Online application can be made from **31 August 2023 to 29 February 2024** unless the date is extended.

The following documents must be submitted with the Application:

1. An abridged CV of no more than 3 pages outlining in particular your work experience;
2. **Certified** copy of ID Document;
3. **Certified** copy of Matric Certificate. Any other school leaving certificate must be evaluated by SAQA: Tel No. 012 431 5000;
4. **Certified** copy of Tertiary qualification certificate/s (if applicable);
5. **Certified** copy of the Academic Transcript of your qualification/s (if applicable);
6. **Certified** copy of Marriage/Decree of Divorce Certificate (if applicable)

Programme start date

The lectures for the programme will commence on 25 March 2024.

Online Application

- The Course Code is: **F4CJFQ**.
- Go to the UJ WebSite www.uj.ac.za and follow these steps:
 - Choose:- Study@UJ
 - Select category below to apply:
Select – Continuing Education Programmes (CEP) / Short Learning Programmes (SLP) / Choose New Applicant / Submit OR Returning Internal Applicant / Submit
 - Use token: **LAWSLP**

Should you encounter any difficulty with this process you can call the Student Enrolment Centre on 011 559 4555.

Course Fees

Please contact the Law: CEP to confirm the course fees

After the Application has been processed and the Student is Admitted to the programme they will be notified when to make the necessary payments. The breakdown will be as follows:

2023 - Course Fees:

Course Fee for Higher Certificate in Criminal Justice and Forensic Investigation is R14 750.00.

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

First Minimum payment R10 000.00

TOTAL: R15 790.00

Non-Refundable International Levy – SADC

Students: R1 000.00

R16 790.00

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 the Text Book.

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.

SADC Students – (This is for applicants who do not have a South African ID.)

Please be aware that SADC students also pay an International Levy. SADC / International Students must also contact the International Office of UJ prior to registration.

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

Programme Presenters

The programme director and presenter is Prof Dawie de Villiers (UJ - Criminal Law and Law of Evidence). Dr Marna Jackson (Criminal Law) and Prof Peter Goss (The Crime Investigation Process).

Administrative Enquiries

More details on the programmes are available from the Faculty of Law. Please contact the Course Coordinator, Ms Tebogo Mabunda. **Tel:** 011 559 3631

Email: tmabunda@uj.ac.za

<https://www.uj.ac.za/faculties/law/Pages/Short-Courses.aspx>