

# 2025 CIMA **PART-TIME** PROSPECTUS

BECOME YOUR VISION: A CHARTERED GLOBAL MANAGEMENT ACCOUNTANT!

## Kaplan or BPP Books?

Enrol Now & Get BOTH!



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**PART-TIME CAMPUSES:**

SANDTON (RIVONIA) | PRETORIA | PARKTOWN

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# About The CharterQuest Institute

## Vision

To be Africa's world-class center of Exceptionalism in grooming financially-qualified Business Leaders.

## Mission

We enable aspiring Chartered Finance Professionals to pass their exams 1st time, connect with career- fulfilling opportunities and build them into future business leaders; whilst enabling our clients and stakeholders to succeed.

## Values

**R**ectitude:

**E**xceptionalism:

**D**etermination:

Always act ethically and muster the courage to do what is right.

Aim for exceptional standards and define our employees' and customers' success as ours.

Observe teamwork in the relentless pursuit of our goals and stakeholder promises.

## Our Campuses

### CAMPUSES:

- Sandton (Rivonia)
- Pretoria
- Parktown
- e-Campus (Online Learning)

### FUTURE CAMPUSES:

- Cape Town
- Durban
- Rustenburg
- Namibia
- Polokwane

## Trademarks



## 2. Why Study CIMA?

*"Becoming a Chartered (Management) Accountant is South Africa's best kept career secret!"*



Straight from matric or university, over 2-4 years, you can "Become Your Vision: A Chartered Global Management Accountant" (CGMA) and be invited to membership of South Africa's and the world's largest, most-prestigious and sought-after professional body of Management Accountants -the Chartered Institute of Management Accountants (CIMA). **What's more?** You can after 2 years, convert to CA(SA) whilst keeping your CGMA, by meeting the terms of the SAICA-CIMA Membership Pathway Agreement (MPA).

As a CIMA student or CGMA, your job prospects in South Africa and Internationally are pretty good at all levels and sectors, ranging from roles such as Accounts Assistant, Debtors/Creditors Controller, Cost Accountant, Financial Accountant, Management Accountant, Business Analyst, Finance Business Partner, Management Consultant, Risk Manager, Project Auditor/Manager, Operations Manager, and Finance Manager; to senior executive roles such as Chief Financial Officer (CFO), Chief Executive Officer (CEO) -or Managing Director.

CIMA is a professional rather than academic qualification; and it is SAQA-registered at NQF 8. An academic qualification (-typically a certificate, diploma or degree) is issued by a tertiary institution (e.g. a university), to certify your theoretical knowledge, **without** regard as to your ethical compass and actual competency to apply that knowledge in the real-world. A professional qualification on the other hand, is generally issued by a globally-renowned professional body (CIMA- in this case), to confirm your theoretical knowledge, ethical compass **as well as** your actual ability (competency) to professionally apply that knowledge at work; uniquely verified through a set of progressively rigorous professional exams, case studies (simulations) and practical work experience. This distinction is crucial as it explains **why employers prefer professional qualifications:** although paradoxically, many **mistakenly** still choose to pursue academic rather than professional qualifications..

As outlined on the next page, only CharterQuest combines your CIMA Fulltime exam-focused tuition and the required practical work experience opportunities, to secure your employability upon graduation!"

**D. Valentine Nti**  
Founding Chief Executive

# 3. 10 REASONS TO CHOOSE CHARTERQUEST



## Fastest Route to Completing Your Studies

1st Time Pass Guarantee or Free return + 35% OFF A 2ND SUBJECT, backed by top lecturers and pass rates as high as 100% in some exam diets (OT & Case Study Exams).



## Highest Quality Learning Materials

We are the ONLY CIMA GLOBAL QUALITY PARTNER college in South Africa authorised to use Kaplan study materials on its courses. Kaplan is the only set of materials officially approved by CIMA.



## Flexible Study Options

Day/Full-time, part-time (evening/weekends), Block Release, Exam Prep, Online/Home Study options.



## Computer Based Exams

Modern Computer-Based Exams (CBA, CBE, OT, ICS) facilities. The only College with dedicated PearsonVUE authorised test centres at all its campuses.



## Modern Campuses

State-of-Art campuses in Sandton, Pretoria and Parktown &. Namibia, Cape Town, Durban in the pipeline!



## South Africa's most innovative Institution of Higher Learning!

Founded The CFO Global Case Study Competition, The Future CFO Magazine and won the right to represent South Africa in Poland after defeating ties at The Johannesburg Stock Exchange.



## Most Affordable Tuition

A merit based, up to 30% Fee discounted system + 6 months Student instalment payment plan. Also pay your Study fee in +/- 36 moths with Fundi (Former Eduloan) credit faculty.



## Student Advisory

Student advisory system that offers studies, free exemption advice, registration and exam fee remittance service.



## Career Solution

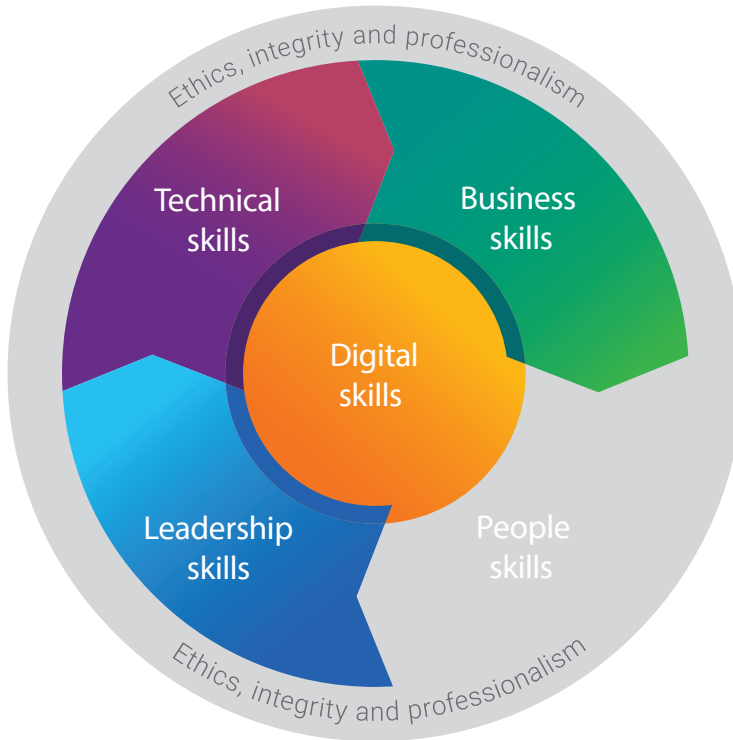
An end-to-end career solution that includes connecting you to jobs. [www.charterconnect.co.za](http://www.charterconnect.co.za)



## International Student-friendly

An international student-friendly regime that includes free accommodation assistance and immigration advice on how to obtain your study permit.

## 4. What Is The CIMA Qualification Structure?



The CIMA Qualification Structure comprises a Competency Framework as above and a Qualification Framework as on the next page. The Competency Framework achieves 2 key ideas;

### IDEA 1:

It quality-assures your education, developing your skills around 4 mind-set changing competencies of a modern Management Accountant. These 4 broad competencies include:

1. Technical competence: **Apply accounting & financial skills;**
2. Business competence: **In the context of business;**
3. People competence: **To influence people, and**
4. Leadership competence: **And lead within the organisation.**

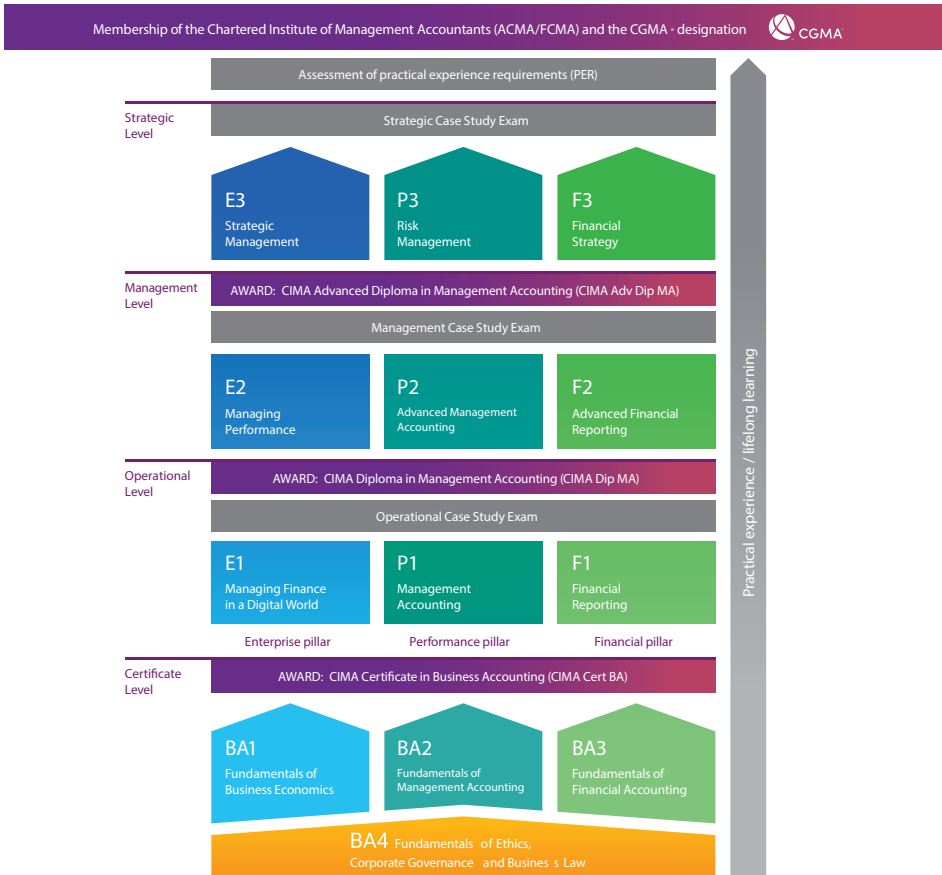
### IDEA 2:

It is founded on strong ethical values and the professional skills that brings together Financial Accounting, Management Accounting and Business (Strategy).

In essence, The CIMA Qualification assures that you are **technically astute, business savvy (acumen), emotionally intelligent and leadership smart**, with a strong **ethical and moral compass**; transforming you into a sought-after finance professional.

# 5. The CIMA Qualification Framework

The diagram below shows the CIMA Qualification Framework. This includes the Certificate in Business Accounting; the Professional Qualification; Assessment of Practical Experience; and Continuing Professional Development (CPD) in the form of lifelong learning



As illustrated above, the Qualification Framework, derived from the CIMA Competency Framework elaborates 3 further ideas:

**IDEA 3:** It is structured around 3 vertical pillars (the Enterprise, Performance & Financial Pillar) and 4 distinct horizontal levels (Certificate, Operational, Management & Strategic Levels) requiring a pass at 13 Objective Tests (OTs) and 3 progressively-challenging accounting and integrated business case study exams (the Operational Case Study, Management Case Study & the Strategic Case Study Exams);

**IDEA 4:** It allows you to obtain 3 separately recognised qualifications along the way (the CIMA Certificate in Business Accounting, CIMA Diploma in Management Accounting and the CIMA Advanced Diploma in Management Accounting); and

**IDEA 5:** It requires 3 years of practical work experience ('articles') which you can obtain before, during or after your CIMA studies.

## 6. Market-Leading **Adapt2ME™** Learning Technology

***PASS your CIMA Exams FASTER, and with CONFIDENCE!***

We're excited to introduce you to our new, proprietary, ground-breaking **Adapt2ME™** Learner Management System, an innovative learning tool designed to revolutionize your journey toward success in your CIMA exams.

### **Personalised and tailored study plans**

**Adapt2ME™** uses adaptive learning methods and smart scientific algorithms to offer our students a game-changing advantage in their CIMA exams. It's like having a personal tutor who understands exactly how you learn best and adapts your learning material and timetable in real-time.

### **Real-Time Progress Tracking and Insights**

One of its standout features is its real-time progress tracking. It knows exactly what level of knowledge you need for each chapter in your CIMA module to pass your exams. As you study, it enables you to monitor your journey toward CIMA exam success in real-time, providing insights into your unique strengths and areas for improvement. These insights empower you to refine your study strategies for maximum efficiency.

### **Predicts when you will be ready to pass your CIMA exams**

One of the most exciting features of **Adapt2ME™** is its ability to predict when you're ready to pass your CIMA exams. It takes the guesswork out of your preparation and boosts your confidence.

As you study, our **Adapt2ME™** scientifically tracks and calculates your mastery level of the key concepts in every chapter that make up your CIMA module. This knowledge scoring functionality can thus accurately predict, in real-time, and at a chapter-by-chapter and aggregate levels, your readiness to pass your CIMA exams. This feature helps ease your mind as it takes away all the anxiety and guesswork out of exam-readiness.

### **Find Your Fastest Path to Achieve your CIMA goals**

With **Adapt2ME™**, CharterQuest puts you on the fastest, personalised plan towards passing all your CIMA exam. It reduces study time and gives learning an intuitive feel. Our software algorithms analyse your learning and scoring patterns to determine your proficiency at all levels - from key concepts to topics to modules.

This means, in real-time, our system can adapt your study material, practice assessments and quizzes and prioritise learning areas that you need to focus on the most. Instead of just spending your limited study time trying to learn every key concept equally, our system helps you study and pass faster. With **Adapt2ME™**, we guarantee you'll pass your CIMA exam the first time!

### **Our 1st Time Pass Guarantee**

We are so confident that our **Adapt2ME™** Learning System will help you pass your CIMA exams on your first attempt after using it, so much so that we have happily extended the terms of our 1st Time Pass Guarantee Scheme to include learners who attain the appointed cumulative Knowledge Level Score using the **Adapt2ME™** LMS.

### **How to access Adapt2ME™**

Our new Adapt2METM Learning Platform is only available on our **CIMA TEPP (COMBO4)** and for other **Study Packages** will be at an additional fee.

### **TIME-LIMITED EXCLUSIVE OFFER!**


**Our exclusive, time-limited offer allows you FREE ACCESS to Adapt2ME™ when you enrol in the CIMA TEPP/LIVESTREAM COMBO4 Study Package for only R27,960.**

*T & Cs : Please note that currently, **Adapt2ME™** Learner Management is only applicable to CIMA OT subjects, meaning that a learner registered on our COMBO4 package will be able to utilise the system for 3 of the 4 subjects that make up their study package.*

**Try Adapt2ME™ for FREE. Create a FREE-TRIAL Account today!**


Visit <https://www.charterquest.co.za/adapt2me>

## Fees vs Benefits Comparison Grid - **In-Person or Livestream**

OBJECTIVE TEST MODULES	Tuition & Exam Preparation (TEPP) Package - Weekends/Evenings	Tuition & Exam Preparation (TEPP) Package - Daytime	Exam Preparation Only (EPOP) Package
Fee per module (subject)	R 7 650*	R 8 900	R 3 850*
*Self-sponsored? Get this for as low as <u>R4 893</u> on our COMBO DEALS. <a href="#">Click here to see how.</a>			
<b>BENEFITS GRID</b>			
21 hours of Tuition contact time(structured over 7 classes i.e. 3-hour sessions)	✓	✓	
2 Exam Preps/Revision Classes(3-hour session per class)	✓	✓	✓
Video-recorded Classes(chapter-by-chapter, accessible online )	✓	✓	
<b>Study Materials Provided:</b>			
- Kaplan Study Text	✓	✓	
- Kaplan Practice Kit (with +/- 1000 OT exam practice questions & answers)	✓	✓	✓
- <b>Bonus:</b> BPP Practice & Revision Kit (only provided as an e-Book)	✓	✓	
- Student's e-Course Notes (printable)	✓	✓	
- Home Study Kit/Scheme of Work	✓	✓	
<b>Mock Resources Provided:</b>			
- 6 Online Timed Mock exams	✓	✓	✓
- 2 Online Progress Tests	✓	✓	✓
- Final Mock Exam	✓	✓	✓
1 Year Automatic Renewable access to e-Campus and student support portal (T/Cs)	✓	✓	✓
Interactive (24/7) Online Support	✓	✓	✓
Download Timetables Online on: <a href="https://www.charterquest.co.za/time_table">https://www.charterquest.co.za/time_table</a>			Get Free Quizzes & ENROL 

CIMA INTEGRATED CASE STUDY (ICS)	Tuition & Exam Preparation Package (TEPP) - WEEKENDS	Exam Preparation Only Package (EPOP) - WEEKENDS
Fee per module (subject)	R 8 900*	R 3 990*
<b>BENEFITS GRID</b>		
2 Full Days Tuition & Exam Preparation Classes focused on Case Study Assessment	✓	
2 Full Days Exam Preparation Classes Only focused on Case Study Assessment	✓	✓
Video-recorded Classes(uploaded after class, accessible online)	✓	✓
<b>Study Materials Provided:</b>		
- Marking Grid + paragraph-by-paragraph Pre-seen/Case Study analysis with tutor notes	✓	✓
- Kaplan Workbook/ Case Analysis with further analysis + mock practice directives:	✓	✓
- Home Study Kit with Pre-Course Guidance accessible online	✓	✓
<b>Mock Resources Provided:</b>		
- 3 Practice debrief of MOCKS/DRILLS designed to integrate and cover the 3 Pillars Enterprise (E), Performance (P) and Financial (F) pillars with detailed solutions	✓	✓
- Online Mini-Mock Exam (90mins) marked with detailed e-solutions	✓	✓
- Online Final Mock Exam (3hr) marked with detailed e-solutions	✓	✓
- Post Mock Exam (3hr)- Self Assessment before Final CIMA Exam	✓	✓
Online Supported Learning Based On Case Study Assessment	✓	
Interactive Online Support	✓	✓
6 months access to e-Campus and student support portal	✓	✓
For detailed and up to date timetables per campus for each semester, please visit: <a href="https://www.charterquest.co.za/time_table">https://www.charterquest.co.za/time_table</a>		

## Fees vs Benefits Comparison Grid - e-Campus (Online Learning)

OBJECTIVE TEST MODULES	Livestream Interactive+	Recorded Video Classes	Videos & e- Course Notes
Fee per module (subject)	R6 850	R4 550	R1 550
<b>BENEFITS GRID</b>			
21 hours of Tuition time (structured over 7 classes i.e. 3-hour sessions)	Livestream	Recorded	Recorded
2 Exam Preps/Revision Classes (3-hour session per class)	Livestream	Recorded	Recorded
Video-recorded Tuition Classes (chapter-by-chapter, accessible online)	✓	✓	✓
Video-recorded Exam Preparation Classes (chapter-by-chapter, accessible online)	✓	✓	✓
<b>Study Materials Provided:</b>			
- Kaplan e-Study Text (non-printable)	✓	✓	-
- Kaplan e-Practice Kit (with +/- 1000 OT exam practice questions & answers non-printable)	✓	✓	-
- <b>Bonus:</b> BPP e-Practice & Revision Kit (only provided as an e-Book non-printable)	✓	-	-
- Student's e-Course Notes (printable)	✓	✓	✓
- Home Study Kit/Scheme of Work	✓	✓	-
<b>Mock Resources Provided:</b>			
- 6 Online Timed Mock exams	✓	✓	-
- 2 Online Progress Tests	✓	✓	-
- Final Mock Exam	✓	✓	-
1 Year Automatic Renewable access to e-Campus and student support portal (T/Cs)	✓	✓	✓
Interactive (24/7) Online Support	✓	✓	-
Download Timetables Online on: <a href="https://www.charterquest.co.za/time_table">https://www.charterquest.co.za/time_table</a>			
			Get Free Quotes & <b>ENROL</b> 

CIMA INTEGRATED CASE STUDY (ICS)	Livestream Interactive+	Recorded Video Classes	Videos & e- Course Notes
Fee per module	R8 900	R3 950	R2 950
<b>BENEFITS GRID</b>			
2 Full Days Tuition & Exam Preparation Classes focused on Case Study Assessment	✓	✓ (recorded)	✓ (recorded)
2 Full Days Exam Preparation Classes Only focused on Case Study Assessment	✓	✓ (recorded)	✓ (recorded)
<b>Study Materials Provided:</b>			
- Marking Grid + paragraph-by-paragraph Pre-seen/Case Study analysis with tutor notes	✓	✓	-
- Kaplan e-Workbook/ Case Analysis with further analysis + mock practice directives	✓	✓	✓
- Home Study Kit with Pre-Course Guidance & Kaplan e-Workbook/Case Analysis	✓	✓	-
<b>Mock Resources Provided:</b>			
3 Practice debrief of MOCKS/DRILLS designed to integrate and cover the 3 Pillars:			
- Enterprise (E), Performance (P) and Financial (F) pillars with detailed solutions discussed in class	✓	✓	-
- Online Mini-Mock Exam (90mins) marked with detailed e-solutions	✓	✓	-
- Online Final Mock Exam (3hr) marked with detailed e-solutions	✓	✓	-
- Post Mock Exam (3hr) -Self Assessment before Final CIMA Exam	✓	✓	-
Online Supported Learning Based On Case Study Assessment	✓	-	-
Interactive Online Support	✓	✓	-
6 Months Access to e-Campus and student support portal	✓	✓	✓
For detailed and up to date timetables per campus for each semester, please visit: <a href="https://www.charterquest.co.za/time_table">https://www.charterquest.co.za/time_table</a>			



# CASE STUDY

## CLASS STRUCTURE

### ALL LEVELS



TEFR: TUTOR E-FEEDBACK

TP: TUTOR PHASE

EXPP: EXAM PREP/REVISION PHASE

DATE	EST.TIME	ACTIVITY/ OUTCOME/ MATERIALS/ HANDOUTS
PRE COURSE WORK OPENS:		CLOSURE OF ENROLMENT & SECURING OF PC EXAM SPOT AT OUR PC EXAM CENTER, PRE COURSE BUILD UP BEGINS WITH RELEASE OF PRE-COURSE GUIDELINES/DIRECTIVES
TUITION PHASE		INTRODUCTION, PRESEEN CASE STUDY ANALYSIS & MARKING GRID
DAY 1: (TP)	9:00am - 11:15am	<ol style="list-style-type: none"> <li>Rules for the Integrated Case Study (ICS) computer-based exams + hand-out of support notes + Role of E/P/F Pillars.</li> <li>The ICS assessment aims and learning outcomes in relation to the exam verb hierarchy + quick review of syllabus for the level.</li> <li>Your role/level, the TRIGGERS &amp; TASKS in relation to the level + the assessment framework/marking grid in relation to CIMA's competency Framework: Technical, Business, People (incl. communication) and Leadership skills.</li> </ol>
	11:30 am- 4:30pm (with breaks in between)	PRESEEN REVIEW: Detailed paragraph-by-paragraph + schedule/exhibit-by-schedule/exhibit focused on application of all technical model/frameworks/concepts from your syllabus/OT exams
DAY 2: (TP)	9:00am - 4:00pm (with breaks in between)	COMPLETION OF PRESEEN REVIEW from above/last session + Mapping of the key issues identified to the CIMA Competency Framework to develop insight to the range and scope of TRIGGER & TASKS likely to be resolved/encountered on exam day
EXAM PREPS/REVISION PHASE		EXAM/MOCK PRACTICE (IN PC LAB)
DAY 3: (EXPP)	9:00am - 10:00am	Application of unseen key issues to possible Triggers/Tasks, to display the Technical/ Business/ People/ Leadership as required + debrief for the integrated for Enterprise (E) Performance (P) and Financial (F) Pillars
	10:15 am - 4:00 pm (with breaks in between)	Potential unseen + Gantt Chart-managed Practice DRILL/Mock 1 (exam technique- Step 1: Read task/exhibit - identify all parts + exam verb  Step 2: Read trigger exhibit, connecting to task/pre-seen   Step 3 Brainstorm syllabus area in relation to task/preseen exhibit + debrief of Practice Drill/Mock 1 Example 1 on PC from prior session.)
DAY 4: (EXPP)	9:00am - 10:00am	Debrief of Practice Drill/Mock 1 Example 1 on PC from prior session
	10:15am - 4:00pm (with breaks in between)	Potential unseen + Gantt Chart-managed Practice DRILL/Mock 1 (exam technique- Step 1: Read task/exhibit - identify all parts + exam verb  Step 2: Read trigger exhibit, connecting to task/pre-seen   Step 3 Brainstorm syllabus area in relation to task/preseen exhibit + debrief of Practice Drill/Mock 1 Example 1 on PC from prior session.)
DAY 5: (FINAL MOCK)	Submit for review ONLINE	FINAL MOCK EXAMS IN OUR CIMA- ACCREDITED PEARSON-VUE PC LAB WHERE FINAL EXAM WILL BE SAT, OR CAN BE WRITTEN REMOTELY FROM HOME ( <i>We Advise You Use Google Chrome Browser When Taking Test On Our Test Portal Always</i> )
(TEFR)	via Email	<b>HOMEWORK:</b> Return of FINAL MOCK scripts/computer files with coaching notes per marking grid.
POST MOCK	ONLINE	Post Mock Exam (3hr) - Self Assessment before final CIMA Exam



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