

ICB
INTERNATIONAL
CERTIFICATIONS FOR BUSINESS

SACOB
SOUTH AFRICAN
COLLEGE OF BUSINESS
Traditional education, Modern delivery.

ICB BUSINESS MANAGEMENT BROCHURE 2027



What is ICB?

The ICB is an examining body and a Quality Assurance Partner (QAP) of the Quality Council for Trades & Occupations (QCTO). The ICB qualifications are certificated by the Financial and Accounting Services Sector Education and Training Authority (FASSET) Skills Education and Training Authority (SETA).

Why ICB?

The ICB has been around since 1931. Its role is to improve and maintain the quality, credibility and reputation of bookkeeping, accounting, office administration and financial management training and qualifications in Southern Africa.

ICB graduates are recognised worldwide by the International Association of Bookkeepers, the Southern African Institute of Business Accountants, the South African Institute of Tax Practitioners, the Association of Chartered Certified Accountants (ACCA) and the Chartered Institute of Management Accountants (CIMA).

There are 2 Programmes to choose from:
Financial Accounting
Business Management



HOW WE OFFER THE COURSE

All of our courses are offered online. We have two different study options to choose from, namely the Online Standard Package and the Online Premium Package.

ONLINE STANDARD PACKAGE

This is designed for learners who are comfortable studying independently using core learning resources.

What's included:

- Prescribed study material
- Access to SACOB's online learning platform
- Introduction and concept-based learning resources
- Exam information and study guidance
- Structured study schedule

Please note: This package does not include virtual live classes or access to class recordings. This option is ideal for self-disciplined learners who are confident in managing their own study schedule without live academic sessions.

ONLINE PREMIUM PACKAGE

Includes everything mentioned in the Online Standard package.

Additionally, the following is included:

- Mock Exams & Solution (more than one)
- Live Webinars via Zoom
- Recordings of the LIVE Webinars
- Quizzes to test yourself after each module
- Exam Walkthrough (where we discuss how to approach exam questions
- and work through mock exams together)

WHY CHOOSE SACOB

- **Priority Response**
- **Personal Course Advisor**
- **Not just another number**
- **24 Hour Response Time**
- **All study Material included**
- **Free delivery throughout South Africa**
- **Registration Open all year round**
- **Online Support**

ASSESSMENTS

Each subject includes three learning phases.

Portfolio of Evidence (POE)
Phases 1 and 2 each consist of a timed quiz test while Phase 3 includes only a written assignment.

Portfolio of Evidence (POE) is a digital work pack that contains all your instructions and assessments. These are completed online on ICB's PoEplatform, called Macci. You are given access to this immediatelyon exam registration.

Once all three phases are completed, you'll write a final exam.

Final exams
Final exams are either paperbased or online.

Online Registration
All student and exam registrations are completed online only. Via the ICB portal https://secureicb.co.za/learner/

Results
Your final result is calculated as follows:

- 30% from your assignments and tests completed throughout the course.
- 70% from your final examination.

To successfully complete the qualification, you must achieve an overall final mark of at least 60%.

EXEMPTIONS

Recognition of Prior Learning (RPL) allows you to apply for exemptions from selected ICB subjects based on your previous qualifications, part-completed qualifications, or relevant workplace experience. If your application is successful, you can gain credit towards an ICB qualification without repeating what you already know.





ICB BUSINESS MANAGEMENT - FOUNDATION LEVEL

When it comes to succeeding with management ambitions, ICB's Business Management stream is an invaluable tool. This programme forms the Foundation Level in the ICB Business Management Programme and equips registrants with the necessary knowledge to help build a company's commercial success. Furthermore, it's accredited by the Institute of Certified Bookkeepers, so you know that you're growing a professional skill set.



Duration:
9 Months (Full Time)

Requirements:
Grade 11 (Std 9), NQF 3 or equivalent

SUBJECTS:

1. ICB Business Management 1 (Available in Online Standard & Online Premium)
2. ICB Bookkeeping to Trial Balance (Available in Online Standard & Online Premium)
3. ICB Business Literacy (Available in Online Standard & Online Premium)

ICB BUSINESS MANAGEMENT - INTERMEDIATE LEVEL

This programme is the second level in the ICB Business Management Programme. Upon completion of this level you will be able to manage your diary and work schedule as a manager, operate efficiently as a general office manager of a business, apply marketing, law, PR and economics principles in business. You will also be able to draw up and interpret financial statements and reports, work efficiently with the HR and labour relations departments and finally, apply business growth principles for local and global expansion.



Duration:
15 Months (Full Time)

Requirements:
Successful completion of the Foundation Level ICB Business Management.

SUBJECTS:

1. ICB Office & Legal Practice (Available in Online Standard & Online Premium)
2. ICB Business Management 2 (Available in Online Standard & Online Premium)
3. ICB Marketing Management & Public Relations (Available in Online Standard & Online Premium)
4. ICB Financial Statements (Available in Online Standard & Online Premium)
5. ICB Human Resource Management & Labour Relations (Available in Online Standard & Online Premium)



ICB BUSINESS MANAGEMENT - ADVANCED LEVEL

This programme is the second level of the CIMA Professional Qualification. It focuses on a integrated view of management and covers project management, management of relationships, pricing and products decisions, cost planning, group financial statements as well as analysis and interpretation of financial accounts.



Duration:
12 months. (Full Time)

Requirements:
Successful completion of the Intermediate Level ICB Business Management.

SUBJECTS:

1. ICB Business Management 3 (Available in Online Standard & Online Premium)
2. ICB Financial Management & Control (Available in Online Standard & Online Premium)
3. ICB Financial Reporting & Regulatory Frameworks (Available in Online Standard & Online Premium)
4. ICB Research Theory & Practice (Available in Online Standard & Online Premium)



CIMA CHARTERED MANAGEMENT ACCOUNTANT (STRATEGIC LEVEL)

This is the third level of the CIMA Professional Qualification. This is the final level before attempting the Test of Professional Competency. It focuses on developing the knowledge and skills used in implementing different strategies. Management of financial risk, risk and internal control, financing decisions, investment decisions and project control are all areas that are addressed when doing this programme.



Duration:
12 months. (Full Time)

Requirements:
Successful completion of CIMA Operational and Management Level studies. CIMA exemptions may be granted for equivalent studies.

SUBJECTS:

- P3 - Risk Management
- E3 - Strategic Management
- F3 - Financial Strategy
- Strategic Level Case Study

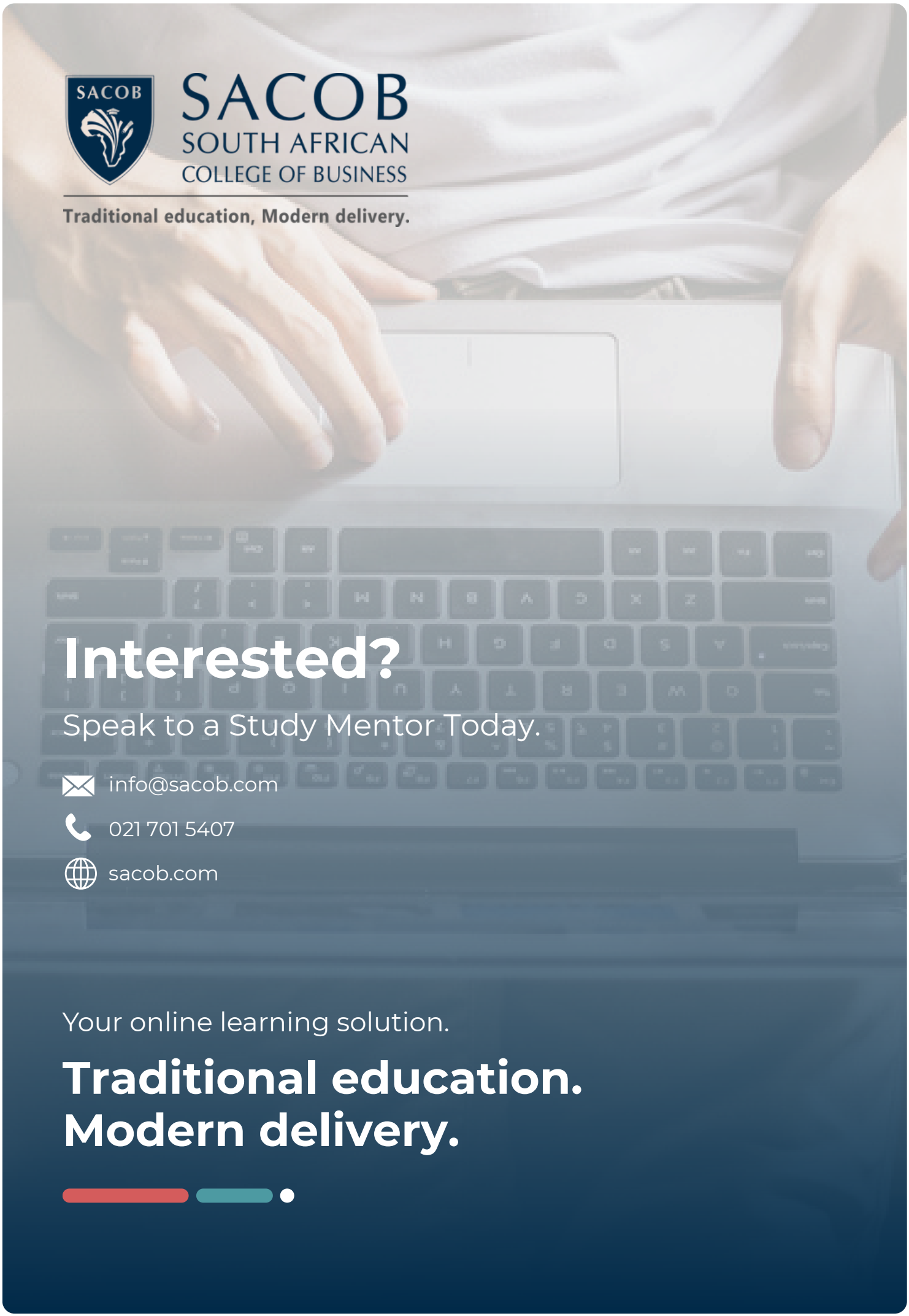
WHAT JOBS CAN YOU DO ONCE YOU HAVE COMPLETED THE BUSINESS MANAGEMENT PROGRAMME?

Foundation Level: Assistant or administrator in human resources, office management, legal, administration, public relations, marketing, sales, customer relations. Junior Researcher, Junior Analyst, Sales Assistant.

Intermediate Level: Senior Office Administrator, Secretary, General Office Manager, Human Resources Manager, Labour Relations Manager, Field/Floor/Store/Department Supervisor, Customer Service Manager.

Advanced Level: Financial Accountant, Accounting Officer (via SAIBA if you meet their criteria). Field/Floor/Store/Department Manager, Key Account Manager, Business Manager, Business Consultant, Business Advisor, Entrepreneur, Service or Sales Manager.





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Interested?

Speak to a Study Mentor Today.

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