

PAYMENT:

1. Learners are required to pay in full before being admitted to the course.

2. When paying at the Nelson Mandela University cashiers:

Quote this reference:

2906-4120 (your surname)

CASHIERS CLOSES AT 16H00.

3. When making ACB or direct deposits: email proof of payment together with the application form & identity document to Aadiela.Abrahams@mandela.ac.za

CANCELLATIONS/REFUNDS

Course fees are not refundable unless cancellation has been made at least seven days prior to course commencement.

A 30% admin/cancellation fee is levied.

If the course is fully booked or cancelled by the Nelson Mandela University, a full refund of fees will be made.

NELSON MANDELA
UNIVERSITY

Unit for Continuing
Education

Change the World

For more information contact:
Aadiela Abrahams 041-504 3803
Aadiela.Abrahams@mandela.ac.za
www.mandela.ac.za/continuingeducation



mandela.ac.za

**Sage Business Cloud
Accounting Practitioner**

Sage Business Cloud Accounting Practitioner

COURSE FEE

R6200

COURSE DATE

To be confirmed

COURSE DURATION

This course is offered over a period of three weeks
.i.e. every Monday and Wednesday evening

TIME

17:30 – 20:30

PLEASE NOTE:

Proof of payment to be forwarded to
Aadiela.Abrahams@mandela.ac.za

Deadline for applications and payment is at least two weeks prior to the commencement of the course (Mrs Aadiela Abrahams will confirm this with all applicants)

SLP will only commence should the minimum number of attendees is reached.

***This SLP is currently offered in Gqeberha
– 2nd Avenue Campus**

COURSE INFORMATION

COURSE OBJECTIVE

To provide participants with the knowledge, hands-on computer experience and skills in the use of a computerized accounting software programme.

COURSE CONTENT

- Getting started and navigating in Sage Business Cloud
- Creating a new company in Sage Business Cloud
- Suppliers
- Customers
- Items
- System accounts
- Take on balances
- Processing in Sage Business Cloud
- Bank and cash accounts and reconciling the bank account
- Creating various reports

Full payment before course commences confirms your booking

Payment can be made at cashiers,
Or

Direct Bank Deposit

Standard Bank – Gqeberha

Branch Code: 050417

Account No: 080263011

Reference No: 2906 - 4120 (your surname)

***Nelson Mandela University students applying
for this course must ensure that their student
account is settled.***