Accredited Africa Training Institute for Capacity Development
Unit FO409, Hatfield Plaza · 1122 Burnett St, Hatfield 0028 · Pretoria, Gauteng · South Africa
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COURSE BROCHURE

Collective Investment Scheme Portfolio Reporting

Business, Commerce and Management Studies / Finance, Economics and Accounting

Unit Standard 243141 · NQF Level 3 · 2 Credits · 1 Day

COURSE OVERVIEW

This course equips learners with the skills and knowledge to accurately report on collective investment scheme portfolios. It covers the regulatory requirements, calculation methodologies, and presentation standards necessary for effective portfolio reporting within the South African financial services context.

Category	Business, Commerce and Management Studies
Subfield	Finance, Economics and Accounting
Unit Standard	243141
Accreditation	SAQA Accredited · NQF Level 3 · 2 Credits
Duration	1 day
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS — verifiable online

LEARNING OUTCOMES

- Apply the regulatory framework governing collective investment scheme reporting, including the Collective Investment Schemes Control Act.
- Analyze portfolio performance data to calculate net asset value (NAV), total expense ratios (TER), and other key metrics.
- Evaluate portfolio holdings and transactions to ensure accurate classification and valuation.
- Design portfolio reports that comply with industry standards and client requirements.
- Implement procedures for verifying and reconciling portfolio data from multiple sources.
- Demonstrate the ability to present portfolio reports clearly and professionally to stakeholders.

WHO SHOULD ATTEND

- This course is designed for investment administrators, fund accountants, compliance officers, and financial advisors who are responsible for preparing or reviewing portfolio reports for collective investment schemes.

COURSE OUTLINE

Day 1: **Fundamentals of Collective Investment Scheme Portfolio Reporting**

- Overview of collective investment schemes and regulatory bodies (FSB, ASISA).
- Legal and ethical requirements for portfolio reporting.
- Portfolio valuation methods: mark-to-market, amortised cost.
- Performance measurement: total return, benchmark comparison.
- Reporting standards: content, frequency, and distribution.
- Practical exercise: interpreting a sample portfolio report.
- Case study: compliance and disclosure requirements.

ASSESSMENT & CERTIFICATION

Delegates are assessed through exercises and a final test. A mark of **50% or above** earns an **AATICD Certificate of Completion**, issued digitally with a unique verification code. This course carries **2 NQF credits** at **NQF Level 3**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 9,400.00	**R 9,400.00**
1	In-House	R 12,700.00	**R 12,700.00**
1	On-Campus (Pretoria)	R 14,100.00	**R 14,100.00**

UPCOMING SESSIONS

Start	End	Method	Venue
01 Dec 2026	01 Dec 2026	On-Campus	Shenzhen, China
02 Dec 2026	02 Dec 2026	On-Campus	Mauritius
03 Dec 2026	03 Dec 2026	On-Campus	Victoria Falls, Zimbabwe
03 Dec 2026	03 Dec 2026	On-Campus	Kinshasa, DRC
04 Dec 2026	04 Dec 2026	On-Campus	Pretoria, South Africa
07 Dec 2026	07 Dec 2026	On-Campus	Johannesburg, South Africa
08 Dec 2026	08 Dec 2026	On-Campus	Blantyre, Malawi
08 Dec 2026	08 Dec 2026	On-Campus	Victoria Falls, Zimbabwe

Contact us if no suitable date is listed — on-demand sessions can be arranged for groups.

HOW TO GET A QUOTATION OR APPLY

1. **Get an instant quotation online:** visit www.aaticd.co.za, open the page for this course (Unit Standard 243141) and click **Get A Quotation**. Select your training method and number of delegates — your quotation is generated immediately and emailed to you with the course brochure attached.
2. **Apply by email:** send the course title, your preferred training method (Online, In-House or On-Campus Pretoria), the number of delegates and your preferred dates to **apply@aaticd.co.za** — our team will reply with a formal quotation.
3. **Apply by phone or WhatsApp:** call **+27 12 004 8389** or WhatsApp **+27 65 077 6310** and we will prepare your quotation and reserve your seats.
4. **Confirm your booking:** accept the quotation and settle the invoice. As soon as payment is confirmed your delegates are enrolled and receive their AATICD LMS login details by email, along with joining instructions for their chosen training method.

Group discounts apply automatically — the more delegates you enrol, the lower the price per delegate. No payment is required to request a quotation.

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