

Accounting For Non Accountants (AFNA)

A Six-Week Course by IBA, University of Dhaka

Brochure

BACKGROUND & COURSE OVERVIEW

As part of its continuous commitment to enhance management efficiency in changing economic and business dynamics, the Institute of Business Administration (IBA), University of Dhaka is offering a certificate course on “**Accounting For Non-Accountants (AFNA)**”. In general, the course seeks to enable participants to explain and apply the basic principles, tools, and techniques of the accounting process. The course covers the basics of three key accounting areas i.e. Financial Accounting, Cost Accounting and Management Accounting. Specifically, the course will equip the participants with understanding on accounting system, financial statements, annual report, financial performance, cost concept & manufacturing accounting, costing techniques, budgeting process, variance analysis and thus enhancing managerial decision making skills. Contemporary accounting software will also be introduced and taught in this module.

WHO IS IT FOR

No-one in business will succeed if s/he not financially literate – and no business will succeed without financially-literate people. This is the ideal course for managers and others who don't have an accounting qualification or background but who nonetheless need to understand accounting practices, to interpret accounting information and to take decision using accounting information.

ELIGIBILITY CRITERIA

Prospective candidates must fulfill the following criteria for admission:

- Bachelor's degree in any discipline; and,
- Minimum 2 (two) years of work experience with reputed organization/s (work experience can be relaxed for exceptional candidates).

APPLICATION PROCEDURE

Candidates fulfilling the eligibility criteria should apply using the prescribed application form available at www.iba-du.edu. Scan copy of the completed application form is to be submitted through email at mdp@iba-du.edu.

ADMISSION & COURSE FEE

Eligible candidates will be called to appear before an online interview board for final selection. Selected applicants will have to pay total Tk. 28,500/- as course fee.

CLASS SCHEDULE

The course will be taught over six weeks (Fridays and Saturdays in the evening). A total of 12 classes will be held and duration for each class will be 3 hours. Classes will be held using online platform.

ASSESSMENT & CERTIFICATION

The course assessment will be done through individual and group assignments, case studies and examinations. On successful completion of the course, participants will be awarded a certificate issued by IBA, University of Dhaka. A minimum of 70% class attendance is mandatory for receiving the certificate.

KEY RESOURCE PERSONS

The resource persons for the program comprise faculty members from IBA, University of Dhaka and other reputed business schools of Bangladesh. Leading accounting practitioners from the industry/academia will also conduct business sessions.

CONTACT DETAILS

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COURSE MODERATOR

Dr. Md. Mohiuddin

Professor

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