



DIPLOMA IN ACCOUNTANCY & FINANCE (T02)

Course Overview

One is good but two is always better! This course will provide you with a dual specialisation in both accountancy and finance – giving you the ultimate flexibility when it comes to future career choices and further education options.

With the government committed to promoting Singapore as a financial centre and wealth management hub, there will always be a demand for qualified accountancy and finance professionals. Our course's robust and technology-driven curriculum will give you the upper hand by preparing you for today's fintech environment. You could also clinch an invaluable internship opportunity with one of our partners, which include the Big Four accounting firms and other reputable multinational companies.

Entry Requirements

To be eligible for consideration for admission, applicants must obtain 26 points or better for the net ELR2B2 aggregate score (i.e. English Language, 2 relevant subjects and best 2 other subjects, including CCA Bonus Points) and meet the minimum entry requirements of this course. CCA cannot be used to meet the minimum entry requirements.

Subject	Grade
English Language (EL1)*	1-6
Mathematics (E or A)	1-6
Any three other subjects, excluding CCA	1-6
2021 Planned Intake	115
Net ELR2B2 aggregate range (2021 JAE)	6 - 12

To be eligible for selection, you must also have sat for at least one of the following subjects: Art/Art & Design, Business Studies, Combined Humanities, Commerce, Commercial Studies, Economics, Geography, History, Higher Art, Higher Music, Introduction to Enterprise Development, Literature in English/ Chinese/ Malay/ Tamil, Media Studies (English Language), Media Studies (Chinese Language), Music, Principles of Accounts.







*Sijil Pelajaran Malaysia (SPM)/ Unified Examination Chinese (UEC) holders must have a minimum of grade 6 for the relevant English Language subject (e.g. Bahasa Inggeris).

What You'll Learn

YEAR 1

To secure your future as a professional, first you need to get the fundamentals right. You will achieve this through modules such as Financial Accounting, Business Law, Economics & Cost Management Accounting.

TP Fundamentals (TPFun) Subjects

Subject Code	Subject	Credit Units
 BCS1011	Communication & Information Literacy In this subject, you will learn how to conduct research for relevant information and validate information sources. You will also learn to recognise and avoid plagiarism, and follow standard citation and referencing guidelines when presenting information. In the course of learning, you will be required to plan, prepare and present information appropriately in written and oral form. You will also be taught to consider the M essage, A udience, P urpose and S trategy (MAPS) when writing and delivering oral presentations.	2 
 BCS1013	Persuasive Communication In this subject, you will be taught how to use persuasive language in written documents. You will be required to use information to your advantage to verbally communicate and convince an audience about your idea, product or service. Skills such as persuasive vocabulary, language features, graphical illustrations, tone and style would also be covered. The M essage, A udience, P urpose and S trategy (MAPS) will also be applied when engaging in verbal and written communication.	2 
 BIN1001	Innovation & Entrepreneurship The Innovation & Entrepreneurship subject is designed for learners from all disciplines to embrace innovation in either their specialised fields or beyond. You will first learn the Design Thinking framework, where you will develop problem statements and ideate solutions. Next, you will discover the tools for prototyping and innovation, such as 3D printing and laser cutting, at TP's Makerspace+ facility. Finally, you will acquire commercial awareness through the LEAN Startup framework of idea crystallisation, prototype building, customer testing and validation, refinement of business model canvas, and crowdfunding or crowdsourcing avenues.	2 

^	GCC1001	Current Issues & Critical Thinking	2	^
<p>This subject presents you with a panoramic view of current local and global issues, which may have long term implications for Singapore. You will learn to apply critical thinking tools to examine current issues, support your views with relevant research and up-to-date data, articulate an informed opinion and mature as civic-minded individuals.</p>				
^	LEA1011	Leadership: Essential Attributes & Practice 1	1	^
<p>LEAP 1, 2 and 3 are three fundamental subjects that seek to cultivate in you, the attitude, skills and knowledge for the development of your leadership competencies. This character-based leadership programme enables you to develop your life-skills through establishing personal core values, which will become the foundation for your leadership credibility and influence.</p>				
^	LEA1012	Leadership: Essential Attributes & Practice 2	1	^
<p>LEAP 1, 2 and 3 are three fundamental subjects that seek to cultivate in you, the attitude, skills and knowledge for the development of your leadership competencies. This character-based leadership programme enables you to develop your life-skills through establishing personal core values, which will become the foundation for your leadership credibility and influence.</p>				
^	LSW1002	Sports & Wellness	2	^
<p>This subject will help you develop both the physical and technical skills in your chosen sports or fitness activities. Through a structured curriculum that facilitates group participation, practice sessions and mini competitions, you will learn to build lifelong skills such as resilience, leadership, communication and teamwork. Physical activity sessions will be supplemented by health-related topics to provide you with a holistic approach to healthy living.</p>				
^	MCR1001	Career Readiness 1	1	^
<p>This Career Readiness programme comprises three core subjects - Personal Management, Career Preparation and Career Management. It seeks to help you understand your career interests, values, personality and skills for career success. It also equips you with the necessary skills for seeking and securing jobs, and to develop professional work ethics.</p>				

Core Subjects

	Subject Code	Subject	Credit Units	
^	BAF1010	Business Accounting	4	^
<p>This subject provides you with an understanding of the core accounting principles underlying accounting practice; from the preparation of accounting entries to the financial statements of businesses. It also focuses on how various businesses report the results of their activities in the financial statements.</p>				

^	BAF1011	Cost & Management Accounting 1	4	^
<p>This subject focuses on the use of accounting information for management planning decisions with emphasis on product costing. Topics covered will include elements of costing, activity-based costing and activitybased management, absorption and variable costing, and cost-volume-profit analysis.</p>				
^	BAF1012	Financial Accounting	4	^
<p>This subject builds on the foundation laid in Business Accounting. You will learn how to determine business profits under the accrual accounting system, and to account for business assets namely non-current assets, cash and inventory. The subject will also equip you with the concepts of accounting for partnerships.</p>				
^	BBS1001	Principles of Management	4	^
<p>This subject covers the key management functions of planning, organising, leading and controlling. It addresses the impact of environmental factors that affect business and the relevance of corporate social responsibility in an organisation. It emphasises the roles, responsibilities and challenges faced by supervisors/managers in an organisation.</p>				
^	BBT1010	Business Technology & Analytics	4	^
<p>This subject provides an overview of how digitalisation and business technology impact the future of work and businesses. It also encompasses the utilisation of digital information and applications to facilitate decision making and problem solving through data analysis and visualisation.</p>				
^	BEC1007	Business Economics	4	^
<p>The subject covers the fundamental principles of economics for understanding how individuals and firms make decisions. It will focus on the various aspects of the product market: demand and supply, elasticity, market competition, product differentiation. The subject includes an overview of macroeconomic indicators, the government's macroeconomic objectives and policy tools.</p>				
^	BLM1007	Business Law	4	^
<p>This subject provides you with a working knowledge of the general principles of law that are important to business. Topics covered include contract, negligence, sale of goods, intellectual property and e-commerce.</p>				
^	BLO1001	Business Statistics	4	^
<p>The subject provides an overview of descriptive and inferential statistics. It includes data description, basic concepts of probability, correlation and regression, probability distributions, estimation and hypothesis testing. The subject also covers the use of computer software application to perform statistical computation for data analysis and interpretation.</p>				

Increase your market value and employability prospects by gaining proficiency in high demand skills, including Corporate Accounting, Business Finance, Financial Analytics, Auditing and FinTech.

TP Fundamentals (TPFun) Subjects

Subject Code	Subject	Credit Units
BCS1012	<p>Workplace Communication</p> <p>In this subject, you will be taught how to conduct effective meetings while applying team communication strategies and the skills for documenting meeting notes. You will be required to write clear emails, using the appropriate format, language, tone and style for an audience. You will also be taught to communicate appropriately in and for an organisation when using various platforms. In all aspects, the principles of applying Message, Audience, Purpose and Strategy (MAPS) will be covered.</p>	2
BGS1002	<p>Global Studies</p> <p>This subject provides essential skills and knowledge to prepare you for an overseas experience. You will examine the elements of culture and learn the key principles of cross-cultural communication. In addition, you will gain an appreciation and awareness of the political, economic, technological and social landscape to function effectively in a global environment.</p>	3
BGS1003	<p>Managing Diversity at Work*</p> <p>This subject explores the concepts of identity, diversity and inclusion at the workplace. It examines the relationship between identity and diversity, the benefits and challenges of diversity and the strategies that promote inclusion and inspire collaboration in a diverse workplace. Examples of the elements of diversity covered in this subject include nationality, generation, ethnicity and gender. A one week residential stay is mandatory for this subject.</p>	3
BGS1004	<p>Global Citizenship & Community Development*</p> <p>Students will examine the meaning and responsibilities of being a Global Citizen, in order to contribute towards a more equitable and sustainable world. In addition, students will learn how sustainable solutions can support community development, and, execute and critique a community action plan that addresses the needs of a specific community/cause.</p>	3
BGS1005	<p>Expressions of Culture*</p> <p>This subject provides a platform for an understanding of culture and heritage through modes of expression. Students will be introduced to global and local cultures via everyday objects, places and human behaviour seen through time and space. Students will explore issues and challenges in culture and heritage sustainability in community, national and global contexts.</p>	3

^	LEA1013	Leadership: Essential Attributes & Practice 3	1	^
		LEAP 1, 2 and 3 are three fundamental subjects that seek to cultivate in you, the attitude, skills and knowledge for the development of your leadership competencies. This character-based leadership programme enables you to develop your life-skills through establishing personal core values, which will become the foundation for your leadership credibility and influence.		
^	MCR1002	Career Readiness 2	1	^
		This Career Readiness programme comprises three core subjects – Personal Management, Career Preparation and Career Management. It seeks to help you understand your career interests, values, personality and skills for career success. It also equips you with the necessary skills for seeking and securing jobs, and to develop professional work ethics.		
^	MCR1003	Career Readiness 3	1	^
		This Career Readiness programme comprises three core subjects – Personal Management, Career Preparation and Career Management. It seeks to help you understand your career interests, values, personality and skills for career success. It also equips you with the necessary skills for seeking and securing jobs, and to develop professional work ethics.		
^	TGL1001	Guided Learning	3	^
		The subject introduces students to the concepts and process of self-directed learning in a chosen area of inquiry. The process focusses on four stages: planning, performing, monitoring and reflecting. Students get to plan their individual learning project, refine and execute the learning plan, as well as monitor and reflect on their learning progress and project. The learning will be captured and showcased through a curated portfolio. The self-directed learning project will broaden and/or deepen a student's knowledge and skills.		

* Students must choose to take either one of these three subjects or TGL1001 Guided Learning.

Core Subjects

	Subject Code	Subject	Credit Units	
^	BAF2002	Business Finance	4	^
		This subject provides you with a basic understanding of the sources and allocation of funds within a business enterprise and the tools and techniques used by the financial manager in the management of funds and other financial resources.		
^	BAF2005	Cost & Management Accounting 2	4	^
		This subject focuses on the use of accounting information for planning, control and decision making. Topics covered include relevant costing, performance evaluation, transfer pricing and budgetary control.		

^	BAF2006	Fundamentals of Investment	4	^
<p>This subject provides a framework for understanding and analysing securities, and covers the key institutional features and theories of investment. Topics covered include the investment environment, return and risk in an investment setting, common stocks, fixed-income securities and alternative investments.</p>				
^	BAF2007	International Finance	4	^
<p>The subject will cover trade documents and the role of banks in the trade system. This will include an examination of the incoterms (terms of delivery) and how the conduct of trade practices under each term can be used to define the responsibilities, ownership and the risk of importers and exporters. The subject will also cover how firms manage risk exposures to foreign exchange through the use of various financial instruments such as the foreign exchange spot and forward contracts, as well as options.</p>				
^	BAF2011	Company Accounting	4	^
<p>This subject introduces you to the fundamentals of accounting for companies. It will cover accounting for share and debt capital, and principles in selected Financial Reporting Standards (FRS) such as revenue recognition, property, plant and equipment, provisions, contingencies and events after reporting period. A framework for preparing a set of statutory financial statements will also be discussed.</p>				
^	BAF2018	Fundamentals of Taxation	4	^
<p>This subject gives you an understanding of the Singapore Income Tax laws and practices and how these are applied to companies, individuals and other taxable persons. The computation of adjusted trade profit, capital allowances, personal reliefs and income tax liabilities will be discussed.</p>				
^	BAF2022	Information Systems & Financial Analytics	4	^
<p>This subject introduces you to the framework of accounting information systems and the operations and controls in a typical business cycle. It also examines developments affecting accounting systems and data analytics. You will be equipped with the skills in using an accounting software and in performing financial analytics.</p>				
^	BAF2025	Corporate Reporting	4	^
<p>This subject equips you with the basic skills in preparing and presenting consolidated financial statements. It will also expose you to further principles in Financial Reporting Standards (FRS) such as that related to investment property and financial instruments.</p>				

^	BAF2026	Digital Accounting Technologies and Application (DATA)	4	^
<p>This subject is an extension of the subject “BAF2022 Information Systems & Financial Analytics (IS&FA).” It aims to incorporate digital tools for automation, analytics, and data visualisation to enhance business processes in the accounting, banking and finance sectors.</p>				

YEAR 3

Position yourself further through your choice of specialist elective modules, which will prepare you for post-diploma education and work in the Accountancy Profession or in the Financial Services Sector.

TP Fundamentals (TPFun) Subjects









Subject Code	Subject	Credit Units		
^	BSI3037	Student Internship Programme	16	^
<p>This structured programme is designed to link your learning with the real work environment. You will be placed in organisation(s) with opportunities to apply the concepts and skills acquired in the course of your study. Besides reinforcing technical concepts and mastering of skills in areas that you have been trained, the practical training will enable you to build important skills such as problem-solving, communication, teamwork, and to cultivate good attitude and a strong work ethic.</p>				

Core Subjects



Subject Code	Subject	Credit Units		
^	BAF3008	Financial Analysis	4	^
<p>This subject covers the application of financial analysis for investment, management and credit decisionmaking. You will learn how to review annual reports together with other sources of information and analyse company performance in the light of industry and economic conditions.</p>				
^	BAF3021	Risk Management	4	^
<p>This subject introduces you to the major risk areas that businesses and financial institutions face. It will provide you with a framework for the identification and assessment of credit risk, market risk and operational risk; and outline the positive impact that good corporate governance and culture have on development of robust risk management practices.</p>				

Diploma Subjects - Elective Subjects

Accounting Cluster

Subject Code	Subject	Credit Units
 BAF2023	Auditing <p>This subject introduces the fundamental concepts of auditing within the audit framework, and the principles of corporate governance and professional ethics. It also provides a practical learning experience in which you will apply audit principles and techniques in simulated individual and group audit assignments. The aim is to prepare you for employment in professional firms where you will be able to handle various aspects of an audit assignment.</p>	4 
 BAF3014	Practice of Taxation <p>This subject builds on the principles and concepts acquired from Fundamentals of Taxation. The calculation of benefits in kind for individuals, taxation treatment of partnerships, common investment incentives for companies, double taxation reliefs and distribution of corporate profits are covered.</p>	4 
 BAF3019	Advanced Accounting <p>This subject provides an in-depth study of the advanced concepts and principles relating to accounting standards and consolidated accounts. It equips you with the requisite knowledge and skills to be effective in handling realistic and higher level problems and issues in financial reporting.</p>	4 
 BAF3026	A&F Capstone Project <p>This project-based subject will require students to undertake business solutioning to address pain points of an industry partner. Integration of digital, critical thinking and problem solving skills will be required for students to solve client's business problem(s) in this subject.</p>	4 

Investment & Banking Cluster

Subject Code	Subject	Credit Units
 BAF3016	Security Analysis & Portfolio Management <p>This subject focuses on the application of financial tools and techniques to make decisions in selecting a portfolio of securities that meet a company's predetermined set of financial goals, especially in the investment of funds. Topics to be covered include security analysis and valuation, modern portfolio theory and formulation of investment policy.</p>	4 

^	BAF3021	Risk Management	4	^
<p>This subject introduces you to the major risk areas that businesses and financial institutions face. It will provide you with a framework for the identification and assessment of credit risk, market risk and operational risk; and outline the positive impact that good corporate governance and culture have on development of robust risk management practices.</p>				

^	BAF3026	A&F Capstone Project	4	^
<p>This project-based subject will require students to undertake business solutioning to address pain points of an industry partner. Integration of digital, critical thinking and problem solving skills will be required for students to solve client's business problem(s) in this subject.</p>				

SIT IWSD – Accountancy Cluster

	Subject Code	Subject	Credit Units	
^	BAF3023	Business Law (SIT)	6	^
^	BAF3024*	Foundations of Finance (SIT)	6	^
^	BAF3025*	Corporate Finance (SIT)	6	^

*Students will take either one of the two subjects.

GRADUATION REQUIREMENTS

Cumulative Grade Point Average	min 1.0
TP Fundamentals Subjects	40 credit units
Diploma Subjects - Core Subjects	72 credit units
Diploma Subjects - Elective Subjects	min 12 credit units
Total Credit Units Completed	min 124 credit units