



Malawi College of Accountancy



**Undergraduate Prospectus
2017/18**

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Principal's Message

It is with pleasure that I present you with our prospectus, which contains details of our degree programmes.

Choosing a career is one of life's toughest decisions. Choosing an institution where to study is even tougher. We hope that after going through this prospectus, we would have made these two decisions much easier.

MCA has many years' experience in preparing students to build careers in accounting, finance and business management, through its unrivalled track record in offering internationally recognized professional courses such as ACCA, CIMA, CIPS, CIM, IMIS, ABE and ICAM/PAEC.

It is through this experience that we identified the need for degree programmes to help shape the careers of our students at an earlier stage.

The result of this is four undergraduate degree programmes, namely: Applied Accounting, Auditing and Information Systems (BAAAIS), Business Management and Entrepreneurship (BBME), Management Information Systems (BMIS) and Marketing and Public Relations (BMPR).

The curriculum for these programmes has been designed to prepare students not only for employment, but also to equip them with the necessary skills and knowledge to be able to set up their own business ventures, by introducing entrepreneurship thinking from the onset.

We have a very experienced and dedicated team of lecturers and support staff, who are ready to take our students on an exciting academic experience.

Welcome to our new world of academic qualifications. Welcome to MCA – School of Commerce.

Agrippah Phiri
PRINCIPAL

About MCA

MCA is a statutory corporation, which was set up through a Government Order under the Education Act 1980, with the mandate to provide high quality training in Accounting and Finance.

The College now has over 30 years' experience in the area of teaching and conducting consultancy and research, not only in accounting and finance, but also business management, marketing, procurement and information technology.

Our degrees cover all the key areas required to run successful organisations, from both an owner or employee point of view. Our qualifications are designed to bridge the gap that exists between college and the expectations of industry.

Campuses

MCA operates three campuses, each located in the major city of each of the country's three regions. In the Southern Region, the campus is in Blantyre, at Ginnery Corner, next to The Polytechnic along the Masauko Chipembere Highway. The Central Region campus is in Lilongwe, near Capital Hill, in Area 10. In the Northern Region we are in Mzuzu, and currently operate from rented premises, unlike in Blantyre and Lilongwe where we have purpose built campuses.

Vision, Mission and Core Values

The Vision

Our Vision is:

'To be an institution of choice for business training, consultancy and research.'

The Mission

Our Mission is:

'To provide the best training, research and consultancy in accounting and business-related fields in Malawi and Southern Africa through quality service and cooperation, contributing towards growth, accountability and governance.'

Our Core Values

As a basis for the mission, the College will be guided by the following core values:

Excellence - We strive for excellence in service delivery, innovation and research, to create value for our customers and other stakeholders and having well qualified and competent staff.

Integrity - We believe in ethical behaviour, open communication, constructive criticism and accountability.

Team work - We believe in participative approach to work and having motivated staff.

Equality - We believe in creating equal opportunities for all our stakeholders irrespective of gender, culture, age, religion, and disability

Community - We believe in being a good corporate citizen in all the communities we operate.

Degree Programmes

1.0 Bachelor of Business Management and Entrepreneurship (BBME)

Aim of the Programme

The aim of the programme is to equip students with broad principles of business management, new venture creation, product development and application of modern information and communication technology to the business environment. The programme is designed to encourage job creation through the entrepreneurship process.

Who is the Programme for?

- ✓ Business owners who want to sharpen their entrepreneurial skills;
- ✓ Those working or intending to work in administration, sales, marketing and business development;
- ✓ Managers/employees of both small and big businesses;
- ✓ Anyone wishing to set up a business venture.



Lilongwe Campus – inside quadrangle

Programme Structure

CODE	MODULE	CREDITS
YEAR 1		
SEMESTER 1		
BE100	Business Environment	3
MOB100	Management & Organizational Behaviour	3
FIN100	Financial Accounting	3
BCOM100	Business Communication	3
IBM100	Introduction to Business Mathematics	3
YEAR 1		
SEMESTER 2		
ICA100	Introduction to Cost Accounting	3
BLW100	Business Law	3
IT100	Information Technology	3
ENTR100	Entrepreneurship Fundamentals	3
ECON100	Micro Economics	3

YEAR 2		
SEMESTER 1		
BS200	Business Statistics	3
BIS200	Business Information Systems	3
ENTR200	Entrepreneurship	3
FIN200	Financial Accounting	3
ECON200	Macro Economics	3
YEAR 2		
SEMESTER 2		
TAX200	Taxation	3
MIS200	Management Information Systems	3
CA200	Cost Accounting	3
MKTN200	Marketing Fundamentals	3
CL200	Company Law	3

YEAR 3		
SEMESTER 1		
NVC300	New Venture Creation	3
PM300	Project Management	3
EM300	Entrepreneurship Management	3
MA300	Managerial Accounting	3
IB300	International Business	3
YEAR 3		
SEMESTER 2		
ECOM300	e-Commerce & e-Business	3
PRM300	Procurement Management	3
HRM300	Human Resources Management	3
BRM300	Business Research Methodology	3
SSM300	Selling and Sales Management	3
YEAR 4		
SEMESTER 1		
OM400	Operations Management	3
SMM400	Strategic Marketing Management	3
RECG400	Risk, Ethics and Corporate Governance	3
BPS400	Business Policy & Strategy	3
YEAR 4		
SEMESTER 2		
NPD400	New Product Development	3
	Dissertation	

Programme Outcomes

Upon successful completion of the Degree Programme, the student should be able to:

- ✓ Demonstrate a thorough understanding of the principles and practices of business management and entrepreneurship;
- ✓ Demonstrate competence in business idea initiation and creation of viable business ventures.

Career Opportunities

- ✓ Business Manager / Administrator
- ✓ Business Development, Sales and Marketing Manager

2.0 Bachelor of Applied Accounting, Auditing and Information Systems (BAA,AIS)

Aim of the programme

The aim of the course is to prepare students to be able to work in an accounting, finance or audit environment, in all the key sectors of the economy, and to equip them with modern information and communication technology skills. The current business environment is faced with the challenge of having appropriately trained personnel with multiple skills in these areas. This degree was introduced to address this situation.

Who is the Programme for?

- ✓ Individuals who wish to acquire accounting, auditing as well as information systems auditing skills to embark on a career in accounting, finance or auditing;
- ✓ Auditors who want to sharpen their information systems and forensic audit Skills;

Programme Structure

CODE	MODULE	CREDITS
YEAR1		
SEMESTER 1		
BE100	Business Environment	3
MOB100	Management & Organizational Behaviour	3
FIN100	Financial Accounting	3
BCOM100	Business Communication	3
IBM100	Introduction to Business Mathematics	3
YEAR 1		
SEMESTER 2		
ICA100	Introduction to Cost Accounting	3
BLW100	Business Law	3
IT100	Information Technology	3
ENTR100	Entrepreneurship Fundamentals	3
ECON100	Micro Economics	3

CODE	MODULE	CREDITS
YEAR 2		
SEMESTER 1		
ECON200	Macro Economics	3
A200	Auditing	3
BIS200	Business Information Systems	3
FIN200	Financial Accounting	3
BS200	Business Statistics	3
YEAR 2		
SEMESTER 2		
TAX200	Taxation	3
CA200	Cost Accounting	3
CL200	Company Law	3
MIS200	Management Information Systems	3
NET200	Computer Networks	3

YEAR 3		
SEMESTER 1		
PM300	Project Management	3
DM300	Database Management Systems	3
MA300	Managerial Accounting	3
AA300	Audits and Assurance	3
QTD300	Quantitative Techniques for Decision-Making	3
YEAR 3		
SEMESTER 2		
BRM300	Business Research Methodology	3
FM300	Financial Management	3
FRA300	Financial Reporting and Analysis	3
PSA300	Public Sector Accounting	3
CAC300	Computer Audit and IT Controls	3

YEAR 4		
SEMESTER 1		
CFR400	Corporate Financial Reporting	3
SFM400	Strategic Financial Management	3
RECG400	Risk, Ethics and Corporate Governance	3
FPM400	Financial Performance Management	3
YEAR 4		
SEMESTER 2		
AAA400	Advanced Audits and Assurance	3
	Dissertation	

Programme Outcomes

By the end of the programme, students should be able to:

- i. Demonstrate understanding of accounting and financial management principles;
- ii. Demonstrate understanding of management and conduct of information system auditing and assurance;
- iii. Demonstrate understanding of information, communication and technology asset management and control.

Career Opportunities

- ✓ Information Systems Auditor
- ✓ Internal Auditor
- ✓ Entrepreneur



Computer Lab – Blantyre Campus

3.0 Bachelor of Marketing and Public Relations (BMPR)

Aim of the Programme

This undergraduate degree is designed to equip students with understanding of fundamental marketing and public relations principles for application in a wide range of organizations and environments.

Who is the Programme for?

- ✓ Individuals who wish to acquire marketing and public relations skills;
- ✓ Marketing and PR practitioners who want to sharpen their marketing and PR Skills;
- ✓ Managers in all types and sizes of businesses.

Programme Structure

CODE	MODULE	CREDITS
YEAR 1		
SEMESTER 1		
BE100	Business Environment	3
MOB100	Management & Organizational Behaviour	3
FIN100	Financial Accounting	3
BCOM100	Business Communication	3
IBM100	Introduction to Business Mathematics	3
YEAR 1		
SEMESTER 2		
ICA100	Introduction to Cost Accounting	3
BLW100	Business Law	3
IT100	Information Technology	3
ENTR100	Entrepreneurship Fundamentals	3
ECON100	Micro Economics	3

YEAR 2		
SEMESTER 1		
PR200	Public Relations	3
MC200	Marketing Communications	3
MP200	Marketing Planning	3
RSM200	Relationship and Stakeholder Management	3
PM200	Principles of Marketing	3
YEAR 2		
SEMESTER 2		
APS200	Art of Public Speaking	3
MR200	Marketing Research	3
UMC200	Understanding and Managing Customers	3
CI200	Consumer Insight	3
PMM200	Project Management in Marketing	3
YEAR 3		
SEMESTER 1		
ICC300	Intercultural Communications in Contexts	3
VBM300	Value-Based Marketing	3
MMP300	Measuring Marketing Performance	3
MI300	Managing Innovations	3
IMS300	International Marketing Strategy	3
YEAR 3		
SEMESTER 2		
SMD300	Strategic Marketing Decisions	3
RM300	Retailing Marketing	3
PR300	Public Relations Management	3
BRM300	Business Research Methodology	3
DIM300	Digital Marketing	3

YEAR 4		
SEMESTER 1		
RM400	Reputation Management	
SPP400	Strategic Public Relations Planning	
SMP400	Strategic Marketing: Planning and Control	
DB400	Digital Branding	
YEAR 4		
SEMESTER 2		
CMC400	Contemporary Issues in Marketing and Consumer Behaviour	
	Dissertation	

Programme Outcomes

Upon successful completion of the Degree Programme, the student should be able to:

- ✓ Demonstrate a thorough understanding of the Principles And Practice of Marketing and Public Relations
- ✓ Demonstrate competence in Digital Marketing and Social Media marketing
- ✓ Implementation of Marketing or PR Business Ventures

Career Opportunities

On completion of this programme, Graduates can aspire to the following positions:

- ✓ Marketing Manager
- ✓ Business Development Manager
- ✓ Public Relations Managers/Officer
- ✓ Customer Consultant

4.0 Bachelor of Management Information Systems (BMIS)

The programme

This undergraduate degree is designed to give students an in-depth understanding of the fast-paced world of technology within the organization and general business environment.

Who is the Programme for?

- ✓ Individuals who wish to acquire practical information systems skills;
- ✓ Information Systems and other IT practitioners wanting to upgrade their knowledge and skills;
- ✓ Entrepreneurs wanting to pursue IS/IT opportunities.

Programme Structure

CODE	MODULE	CREDITS
YEAR 1		
SEMESTER 1		
BE100	Business Environment	3
MOB100	Management & Organizational Behaviour	3
FIN100	Financial Accounting	3
BCOM100	Business Communication	3
IBM100	Introduction to Business Mathematics	3
YEAR 1		
SEMESTER 2		
ICA100	Introduction to Cost Accounting	3
IT100	Information Technology	3
ENTR100	Entrepreneurship Fundamentals	3
EPD122	Ethics and Professional Development	3
IP121	Introduction to Programming	3

YEAR 2		
SEMESTER 1		
IWD212	Introduction to Web Development	3
ISD211	Information Systems Development	3
BIS 200	Business Information Systems	3
BS200	Business Statistics	3
DA214	Database Applications	3
YEAR 2		
SEMESTER 2		
OOAD221	Object-Oriented Analysis and Design	3
DWD222	Dynamic Website Development	3
HSS223	Hardware and Software Systems	3
NET200	Computer Networking	3
SC224	Statistical Computing	3
YEAR 3		
SEMESTER 1		
ISM311	Information Systems Management	3
PM312	Project Management in Information Systems	3
DD313	Database Development	3
SA314	Server Administration	3
ACN315	Advanced Computer Networking	3
YEAR 3		
SEMESTER 2		
OOP321	Object-Oriented Programming	3
ADDA322	Advanced Database Development and Administration	3
ECOM300	e-Commerce & e-Business Management	3
CAC300	Computer Audit and IT Skills	3
BRM300	Business Research Methodology	3

YEAR 4		
SEMESTER 1		
ET414	Emerging Technologies	3
IS413	Information Security	3
EGS414	e-Government Strategy	3
MAD411	Mobile Application Development	3
YEAR 4		
SEMESTER 2		
ISS421	Information Systems Strategy	3
	Dissertation	

Programme Outcomes

Upon successful completion of the Degree Programme, the student should be able to:

- ✓ Research, assess and select information technology that aligns with business needs;
- ✓ Construct a framework for analyzing management practices that enhance organizational effectiveness;
- ✓ Develop strategies to manage information security issues and protect an organization's IT assets;
- ✓ Demonstrate better understanding in the management and conduct of information systems auditing

Career Opportunities

- ✓ Information Systems Administrator
- ✓ Web Developer / Designer
- ✓ Mobile App Developer
- ✓ Network Administrator / Manager

Entry Requirements for all Degree Programmes

Entry into year 1: A minimum of six (6) credits at MSCE or “O” Level or equivalent which should include English and Mathematics, with a maximum of 30 points.

Entry into year 2: A minimum of six (6) credits at MSCE or “O” Level or equivalent which should include English and Mathematics plus a Diploma in a related and recognized qualification with a minimum of 2 years relevant working experience.

Entry into year 3: A minimum of four (4) credits at MSCE or “O” Level or equivalent which should include English and Mathematics plus an Advanced Diploma in a related qualification with a minimum of 2 years relevant working experience.

Duration of the Courses

The duration of all our degree programmes is four years.

Teaching and Learning Methods

All courses are delivered through face to face lecturing and supported by tutorials, group discussions and self-study.

Assessment

Assessment is through individual and group assignments, mid-semester and end of semester examinations.

Modes of Attendance

All the courses are available on:

- a) Full Time
- b) Weekend
- c) Evening
- d) Block Release



Blantyre Campus – Front View



Blantyre Campus – Lecture Theatre

Contact Information



**The Principal
Malawi College of Accountancy
Ginnery Corner
P. O. Box 30644
Chichiri
Blantyre 3
Malawi**

Tel.: +265 (0) 871 411; +265(0) 871583; Email: mcabt@globemw.net

CAMPUSES:

Blantyre Campus:

The Campus Director
Malawi College of
Accountancy
Ginnery Corner
P.O Box 30644

Chichiri

Blantyre 3

Tel. +265 (0)1 871 411

Fax. +265 (0)1 871 583

Email for all campuses: mcabt@globemw.net

Lilongwe Campus

The Campus Director
Malawi College of
Accountancy
Area 10
P.O Box 30363

Capital City

Lilongwe 3

+265 (0)1 788 314/315

+265 (0)1 788 202

Mzuzu Campus

The Campus Director
Malawi College of
Accountancy
P O Box 1331

MZUZU

+265(0)1310101

You can get more information on **www.mca.ac.mw**