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SAPA Professionalisation Registration - Application for Certification

Please take note of the documents that should accompany this application at the bottom of this form.

Surname:

First Name:

I.D No: Date of Birth:

Please tick one: (The questions below are required for statistical purposes by SAQA)

White:	Black:	Coloured	Asian/Indian
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Home Language:

Other Language:

Disability Status:

Seeing Rating:

No Difficulty:	Some Difficulty:	A lot of Difficulty:	Cannot do at all:
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Hearing Rating:

No Difficulty:	Some Difficulty:	A lot of Difficulty:	Cannot do at all:
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Communicating Rating:

No Difficulty:	Some Difficulty:	A lot of Difficulty:	Cannot do at all:
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Walking Rating:

No Difficulty:	Some Difficulty:	A lot of Difficulty:	Cannot do at all:
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Remembering Rating:

No Difficulty:	Some Difficulty:	A lot of Difficulty:	Cannot do at all:
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Self-care Rating:

No Difficulty:	Some Difficulty:	A lot of Difficulty:	Cannot do at all:
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Gender:

Nationality:

Province in which you reside:

Designation:

Certified Payroll Practitioner	Certified Payroll Administrator Practitioner	Certified Payroll Technician
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Work Experience:

Postal Address:

Email Address:

Work Number:

Fax Number:

Mobile Number:

Name of Qualification & NQF Level:

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Any other Certificates/Diplomas obtained:

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NB: Copies of the following must accompany this form:

- I.D Document (If not a South African citizen, then a passport is required)
- Payroll related Diplomas and/or certificates as listed in the last two questions
- Your comprehensive Curriculum Vitae
- Two letters of reference pertaining to your Payroll experience
(Letters must be on a letterhead, dated and signed by your immediate supervisor)

Please note that there is an administration (Once off only) Fee of R 670 including VAT for which you will receive an invoice once your application has been submitted.

Thereafter only your annual fees are payable.