

---

## BOARD NOTICE

---

### BOARD NOTICE 48 OF 2015

#### Fees and charges for the financial year 1 April 2015 - 31 March 2016 in terms of the Architectural Profession Act, No 44 of 2000

The South African Council for the Architectural Profession (SACAP) is empowered in terms of Section 12 (1) of the Architectural Profession Act No. 44 of 2000 to determine fees and charges payable to the Council.

The prescribed annual fee for the 2015-2016 financial year will be increased by 6%. All other fees and charges have been similarly adjusted.

The relevant prescribed fees are set out in the schedule below and come into effect on 1 April 2015.

---

#### SCHEDULE

##### Interpretation:

The South African Council hereby prescribes its schedule of fees for the period 1 April 2015 – 31 March 2016.

1. Annual Fees and charges as published herein, replaces Board Notice 43 of 2014.
2. All other corresponding and related fees and charges as published herein, replace and supersede the Board Notice 43 of 2014, published 28 March 2014.
3. Persons registered with the Council in terms of the Architectural Profession Act No 44 of 2000 are required to pay the applicable Annual Fee in April annually.
4. In terms of section 20 (1) (a) (iii) of the Architectural Profession Act No 44 of 2000, the Council may cancel the registration of a Registered Person if he or she fails to pay the prescribed Annual Fee or portion thereof, within 60 days from it becoming due or within such further period as the Council may allow, either before or after the expiry of the 60 days.
5. A Registered Person, whose registration had been cancelled in terms of clause 4 above, is liable to pay all arrear and outstanding fees and charges and a stipulated re-registration fee on application for re-registration.
6. The fees prescribed herein include 14% Value Added Tax (VAT).
7. All fees are non-refundable.
8. Payments received in excess of the required amounts shall be credited to the Registered Persons' account.
9. All payments must be made directly to the bank account of SA Council for the Architectural Profession (SACAP), as indicated on the application form and/or invoice.
10. Registered Persons must ensure that the correct reference details are recorded during payment transactions. SACAP will not be held responsible for any inconvenience caused due to incorrect referencing on the part of the Registered Person.
11. Council will not be offering any form of rebates and/or discounts to Registered Persons for the current financial year.
12. Annual Fees as charged by the SACAP are administration fees and thus do not differentiate between the categories of registration.

<b>SCHEDULE OF ANNUAL REGISTRATION FEES</b> <b>Inclusive of 14% VAT</b>					
<b>These fees are applicable in accordance with Section 12(1)(c )</b>					
<b>CATEGORY OF REGISTRATION</b>	<b>DESCRIPTION</b>	<b>Financial Year 1 April 2014 - 31 March 2015 (R)</b>	<b>Financial Year 1 April 2015 - 31 March 2016 (R)</b>	<b>Increased Amount (R)</b>	<b>Increased %</b>
a. Professional	Annual Fees due and payable within 60 days from date of issue of invoice	2345.09	2485.80	140.71	6%
b. Candidate	Annual Fees due and payable within 60 days from date of issue of invoice	1001.71	1061.81	60.10	6%

<b>SCHEDULE OF OTHER FEES AND CHARGES</b> <b>Inclusive of 14% VAT</b>					
<b>SCOPE OF WORK</b>	<b>DESCRIPTION</b>	<b>Financial Year 1 April 2014 - 31 March 2015 (R)</b>	<b>Financial Year 1 April 2015 - 31 March 2016 (R)</b>	<b>Increased Amount (R)</b>	<b>Increased %</b>
<b>1. REGISTRATIONS (Administration Fees)</b> <b>These fees are applicable in accordance with Section 12 (1) and 19 (1)</b>					
a. Candidates - Section 12 (1) (b) and Section 19 (1) (b)	Initial registration – once off	924.32	979.78	55.46	6%
b. Professionals Re-Registration - Section 12 (1) (i) and 20 (4)	Re-registration after suspension for non-payment of Annual Fees	1966.29	2084.27	118.00	6%
c. Candidate Re-Registration - Sections 12 (1) (i) and 20 (4)	Re-registration after suspension for non-payment of Annual Fees	1326.82	1406.43	79.60	6%
d. Upgrades	Successful passing of PPE and/or obtaining further academic qualifications	1602.71	1698.87	96.16	6%
e. Registration application: Recognition of Foreign Qualifications -	Registration of person who have International qualifications	6979.03	7397.77	418.74	6%
f. Registration Appeal - Section 35 - Sections 12 (1) (h) and 24	<b>Appeal against:</b> <ul style="list-style-type: none"> <li>• Category of registration;</li> <li>• Registration declined;</li> <li>• Cancellation of registration;</li> <li>• Period of internship</li> </ul>	1704.48	1806.75	102.27	6%

<b>2. REGISTRATION – SPECIAL DISPENSATION (STEPS 1 - 3 Apply)</b>					
<i>Note: Alternative registration method for persons practising without registration for more than 6 years</i>					
<b>Step 1:</b> Application for Consideration	Administration fee – non refundable	14211.42	15064.11	852.70	6%
<b>Step 2: If Step One is successful)</b>		-	-	-	-
(1. Applicant Registered as Candidate with full credit – no internship required	Administration fee – non refundable	4795.44	5083.17	287.73	6%
2. Special Professional Practice Examination	Administration fee – non refundable	5841.66	6192.16	350.50	6%
<b>Step 3:</b> (If Step 2 is successful)	Administration fee – non refundable	10679.50	11320.27	640.80	6%
<b>SPECIAL DISPENSATION TOTAL (Total: Step One – Three)</b>		<b>35528.02</b>	<b>37659.70</b>	<b>2131.70</b>	<b>6%</b>
<b>3. REGISTRATION - LETTER OF GOOD STANDING</b>					
<i>Note: Confirmation of Registration – required for tender or plan submissions etc</i>					
a. Letter of Good Standing (7 working days turnaround time)	Confirmation of Registration	665.68	705.62	39.94	6%
b. Letter of Good Standing additional charge per person	Confirmation of Registration	73.71	78.13	4.42	6%
c. Letter of Good Standing (4 working days turnaround time)	Confirmation of Registration	1216.88	1289.89	73.01	6%
d. Letter of Good Standing - additional charge per person (4 working days turnaround time)	Confirmation of Registration	116.60	123.60	7.00	6%
<b>4. CERTIFICATES – Section 14 (c)</b>					
a. Registration Certificate	Confirmation of registration	134.82	142.91	8.10	6%
<b>4. RENEWAL OF REGISTRATION - Section 22</b>					
<i>Note: Continuing Professional Development (CPD)</i>					
a. Renewal - Section 22 (3) (a)	Renewable every 5 years in terms of Renewal of Registration Policy (CPD)	508.80	539.33	30.53	6%
b. Exemption -	Exemption for 1 year	1118.29	1185.39	67.10	6%

<i>Section 12 (1) (i)</i>	based on special conditions (CPD)				
c. Extension – <i>Section 12 (1) (i)</i>	Extension of period for compliance	1149.04	1217.98	68.94	6%
<b>6. PROFESSIONAL PRACTICE EXAM (PPE) –</b> <i>Note: Registration requirements in terms of the Practical Training and Examination Policy – Section 12 (1) (e)</i>					
a. Preliminary application fee – <i>Local</i>	Written within South Africa	265.00	280.90	15.90	6%
b. Preliminary application fee – <i>Int</i>	Written outside South Africa	265.00	280.90	15.90	6%
c. Application to write the PPE - <i>Local</i> (Subject to certain conditions)	Written within South Africa	1611.20	1707.87	96.70	6%
d. Application to write the PPE – <i>Int</i> (Subject to certain conditions)	Written outside South Africa	3643.22	3861.81	218.60	6%
e. Re-Mark (per paper)	Remark permitted - once per exam	644.48	683.15	38.67	6%
<b>7. IDENTIFICATION OF WORK (IDOW) – Section 26</b> <i>Note: Special Consent Application pertaining to the Identification of Work Matrix (IDoW)</i>					
a. Application Fee		5300.00	5618.00	318.00	6%
<b>9. RECOGNITION OF VOLUNTARY ASSOCIATIONS - Section 25</b>					
a. Application fee for recognition ( <i>Initial fee</i> ) – <i>Section (25)</i>	Application Fee is non-refundable with the recognition period valid for 5 years	5300.00	5618.00	318.00	6%
b. Renewal fee for recognition	Fees Subject to Annual Review	3021.00	3202.26	181.26	6%