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GOVERNMENT NOTICES • GOEWERMENTSKENNISGEWINGS

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## DEPARTMENT OF HOME AFFAIRS

NO. R. 4847

20 May 2024

## IMMIGRATION ACT 13 OF 2002

## SECOND AMENDMENT OF THE IMMIGRATION REGULATIONS, 2014

The Minister of Home Affairs has, in terms of section 7 (1) of the Immigration Act 13 of 2002 made the Regulations in the Schedule.



DR P.A. MOTSOAEDI  
MINISTER OF HOME AFFAIRS  
DATE: 19/5/2024

## SCHEDULE

### Definition

1. In this Schedule, “the Regulations” means the Immigration Regulations, 2014, published under Government Notice No. R. 413 of 22 May 2014, as amended by Government Notice No. R. 1328 of 29 November 2018.

### Amendment of regulation 1 of Regulations

2. Regulation 1 of the Regulations is hereby amended—

- (a) by the substitution for the definition of “police clearance certificate” of the following definition:

“**“police clearance certificate”** means a certificate issued, in respect of criminal records or the character of an applicant, by the police or competent authority in each country where an applicant, after having attained the age of 18 years, resided for 12 months or longer during the five years immediately preceding the date of application, which certificate shall not be older than six months at the time of submission: Provided that in the case of a renewal or extension of a visa, such a certificate shall be issued by the South African Police Service or competent authority of the Republic;” and

- (b) by the deletion of the definition of “radiological report”.

### Amendment of regulation 9 of Regulations

3. Regulation 9 of the Regulations is hereby amended—

- (a) by the substitution in subregulation (1) for paragraph (c) of the following paragraph:

“(c) a medical report in respect of each applicant, excluding applicants for the visa contemplated in section 11(1)(a) of the Act;”.

(b) by the addition in paragraph (a) of subregulation (9) of the following sub-paragraphs:

"(iii) is the spouse or child of a South African citizen or permanent resident;".

"(iv) is the parent of a citizen or permanent resident child;".

#### **Amendment of regulation 11 of Regulations**

4. Regulation 11 of the Regulations is hereby amended by the substitution for subregulation (4) of the following subregulation:

"(4) An activity contemplated in section 11(1)(b)(iv) of the Act shall be—

(a) work conducted for a foreign employer pursuant to a contract which partially requires conducting of certain activities in the Republic and relates to—

- (i) teaching at an international school;
- (ii) in respect of films and advertisements produced in South Africa, including, but not limited to, an actor, cameraman, hairstylist, wardrobe stylist, make-up artist or lighting and sound engineer;
- (iii) a foreign journalist seconded to the Republic by a foreign news agency;
- (iv) a visiting professor or lecturer or an academic researcher;
- (v) an artist who wishes to write, paint or sculpt: Provided that he or she submits a portfolio of his or her previous work;
- (vi) a person involved in the entertainment industry, travelling through the Republic to perform;
- (vii) a tour leader or host of such a tour; or
- (viii) a religious leader of a recognised religious organisation or denomination;

(b) work conducted, as contemplated in section 11(2) of the Act, for a foreign employer or derives foreign source income on a remote basis: Provided that—

- (i) such foreigner earns a gross income of no less than the equivalent of R1,000,000.00 (One Million Rand) per annum;
- (ii) if the visa is issued for a period not exceeding 6 months within a 36-month period, the foreigner may apply to be exempted by the South Africa Revenue Service from registering as a taxpayer;
- (iii) if the visa is issued for a period longer than 6 months within a 36-month period, the foreigner must register with the South Africa Revenue Service;
- (iv) if applicable complies with legislation governing employment of workers in the Republic; and
- (c) to accompany the holder of a visa issued in terms of sections 11, 13, 14, 15, 17, 18, 19, 20 or 22 of the Act: Provided that such a foreigner must be the spouse or child of the holder of such visa; or
- (d) to testify as a state witness in a criminal court case: Provided that the application shall be initiated by the relevant Deputy Director of Public Prosecutions, stating the reasons for such a foreigner to stay in the Republic."

#### **Amendment of regulation 18 of Regulations**

#### **5. Regulation 18 of the Regulations is hereby amended—**

- (a) by the substitution in subregulation (5) for paragraph (b) of the following paragraph:
  - "(b) proof of registration with the professional body, council or board recognised by SAQA in terms of section 13(1)(i) of the National Qualifications Framework Act, if such registration is required by law: Provided that in the case of submission of—

- (i) proof of application for a certificate of registration, the critical skills work visa may be issued for a period not exceeding 12 months; or
  - (ii) proof of a certificate of registration, the critical skills work visa may be issued for the period referred to in subregulation (6);".
- (b) by the insertion of subregulations (12) and (13), after subregulation (11), of the following subregulations:

"(12) An application for a work visa, contemplated in section 19 of the Act, must be adjudicated in accordance with the points-based system determined by Minister, from time to time, by notice in the *gazette*.

(13) The Minister may, in determining the points-based system referred to in subregulation (12), consider the following—

- (a) age;
- (b) qualifications;
- (c) language skills;
- (d) work experience;
- (e) offer of employment;
- (f) salary; and
- (g) any other relevant factor"

### **Amendment of regulation 20 of Regulations**

6. Regulation 20 of the Regulations is hereby amended by the substitution in subregulation (9) for paragraph (h) of the following paragraph:

- "(h) proof of registration with the professional body, council or board recognised by SAQA in terms of section 13(1)(i) of the National Qualifications Framework Act, if such registration is required by law: Provided that in the case of submission of—
  - (i) proof of application for a certificate of registration, the corporate visa may be issued for a period not exceeding 12 months; or

- (ii) proof of a certificate of registration, the corporate visa may be issued for a period referred to in subregulation (8)(a);”.

#### **Amendment of regulation 23 of Regulations**

7. Regulation 23 of the Regulations is hereby amended by the substitution in subregulation (2) for paragraph (f) of the following paragraph:

“(f) a medical report;”.

#### **Amendment of regulation 24 of Regulations**

8. Regulation 24 of the Regulations is hereby amended—

- (a) by the substitution in subregulation (5) for paragraph (d) of the following paragraph:

“(d) proof of application of registration with the professional body, council or board recognised by SAQA in terms of section 13(1)(i) of the National Qualifications Framework Act, if such registration is required by law: Provided that in the case of submission of—

- (i) proof of application for a certificate of registration, the business visa may be issued for a period not exceeding 12 months; or
- (ii) proof of a certificate of registration, the visa may be issued for a period applicable to a business visa;”;

- (b) by the substitution in subregulation (6) for paragraph (c) of the following paragraph:

“(c) proof of registration with the professional body, council or board recognised by SAQA in terms of section 13(1)(i) of the National Qualifications Framework Act, if such registration is required by law: Provided that in the case of submission of—

- (i) proof of application for a certificate of registration, the business visa may be issued for a period not exceeding 12 months; or
- (ii) proof of a certificate of registration, the visa may be issued for a period applicable to a business visa;"; and

#### **Amendment of Annexure A**

9. Annexure A of the Regulations is hereby amended by the substitution for Forms 8, 10, 11 and 18 of Forms 8, 10, 11 and 18, respectively, as contained in the Annexure hereto.

#### **Short title and Commencement**

10. These Regulations shall be called the Second Amendment of the Immigration Regulations, 2014 and shall come into operation on the date of publication hereof.



## (DHA-1738) Form 8

[Section 10(2)(b) to (k); Regulations 9(1) and 20(9)]

CATEGORY OF VISA BEING APPLIED FOR		
Visitor's visa	Exchange Visa	
Study Visa (> 3 months)	Business Visa	
Treaty Visa	Work Visa: Critical Skills	
Relative's Visa	Work Visa: General	
Medical Treatment Visa (> 3 months)	Work Visa: Intra-company transfer	
	Intra-company transfer	
Retired Person's Visa	Corporate Worker Certificate	

Biometric  
(Attach Fingerprint  
Form, with  
Photograph)

FOR OFFICIAL USE ONLY		
Office of application:	BLOK:	Track & Trace Ref No
Date received:	Date forwarded to Head Office:	
Application quality checked by/on:	Date received at Head Office:	Remarks:
Passport seen/returned by/on:	Decision and date:	



Fee: Currency and amount	
Fee received by/on:	
Receipt no:	
Conditions of permit/Reason for refusal	

## 1 PERSONAL DETAILS

Title	Mr	Mrs	Ms	Other (specify)	
Surname/Family name:					Given names:
Maiden name:					Stage name:
Previous/alternative name(s)/aliases, including details:					
Date of birth:					
Year ..... Month ..... Day .....					
Place of birth: Town/City: Country:					
Marital status:	Never married		Separated		Legally recognised spousal relationship
	Married		Widow/Widower		
	Divorced				

<p>If separated state:</p> <p>Whether divorce proceedings have been instituted and when final decree is expected</p> <p>.....</p> <p>.....</p>
<p>If divorced, provide:</p> <p>Date of divorce: .....</p> <p>Divorce order must be attached.</p>
<p>If married to or in a permanent homosexual or heterosexual relationship with a citizen or permanent resident, a certified copy of the marriage or civil union certificate or a notarial agreement, as well as the requisite affidavits, must be attached.</p>

## 2 CITIZENSHIP DETAILS

Present country of citizenship:
<p>If acquired other than by birth, date and conditions under which acquired:</p> <p>.....</p> <p>.....</p>
<p>Do you hold any other citizenship?      Yes <input type="checkbox"/>      No <input type="checkbox"/></p> <p>If so, of which country?</p> <p>(provide details .....)</p> <p>.....</p>

## 3 PASSPORT DETAILS

Passport number:	Country of issue:
Date of issue: ...../...../.....	Expiry date: ...../...../.....
<p>If you have any other travel document required by your government, provide details:</p> <p>Type of document: ..... Number: ..... Expiry date: ...../...../.....</p>	

## 4 ADDRESSES

Residential address: ..... ..... Postal code .....	Postal address: ..... ..... Postal code .....
Country of ordinary residence if other than country of origin or above address:   	
Telephone No.: Work: (incl. area code) ..... Home: (incl. area code) .....	
Cellphone number (if available): .....	
Email address (if available): .....	

Other addresses where you have lived during the last ten years other than your current address:		
Address:	Period:	Country:

Do you hold the right of re-entry into your country of origin or country of residence if this differs?      Yes <input type="checkbox"/> No <input type="checkbox"/>
If no, specify period and present status .....

Have you ever applied for asylum or refugee status in the Republic of South Africa or any other country?
Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, specify the country .....

Contact person:			
Relationship: Friend	Business Associate	Relative	Other
Name: .....			
Address: .....			
Telephone No.: Work: (incl. area code) ..... Home: (incl. area code) .....			
Cellphone number (if available): .....			
Email address (if available): .....			
Details regarding relatives and/or friends in the Republic, if any.			
Name	Address	Relationship	Identity No

## 5 INTENTIONS/PROPOSED DURATION OF STAY IN THE REPUBLIC

Proposed date and place of departure from the Republic:	/ /	
Anticipated date and place of arrival in the Republic:	/ /	
Travelling by: Air	Road	Rail
Sea	Carrier	
What is your intended duration of stay in the Republic:		
Days/weeks/months/or	Years	Intended date of departure / /

Outline your proposed activities whilst in the Republic:
.....
.....

Provide the details of your intended stay in the Republic:	
Name of place:	

Address:	
Period of stay:	
Date of departure:	

## 6 MAINTENANCE/DEPORTATION

State what funds you have available to maintain yourself during your stay in the Republic and whether you have a return ticket or other arrangements made for maintenance and return passage:

Available funds (foreign currency): Type: ..... Amount: .....	
South African Rand equivalent: ..... (attach bank statement as proof of funds held).	
Valid return or onward ticket no:	Expiry date:     /     /
Other: .....	

## 7 PARTICULARS OF ANY FAMILY/DEPENDANTS ACCOMPANYING YOU (attach page if space is not enough):

Full names	Date of birth	Relationship	Passport No.	Expiry date	Nationality	Occupation

If your spouse and/or other dependants are not accompanying you, do they intend to enter the country at a later stage?

Yes ☐ On (date)

No ☐ Details/reason(s):  
 .....  
 .....

Have you ever been refused entry into or deported from the Republic? If so, please provide details:

.....  
 .....

## 8 SECURITY/HEALTH QUESTIONNAIRE

Have you or any of your dependants accompanying (as listed in part 7 above) ever been convicted of any crime in any country?

☐ Yes ☐ No

Is a criminal/civil case pending against you or any of your dependants accompanying (as listed in part 7 above) you in any country?

☐ Yes ☐ No

Are you or any of your dependants (as listed in part 7 above) suffering from tuberculosis, any other infectious or contagious disease or any mental or physical deficiency?

☐ Yes ☐ No

Are you an unrehabilitated insolvent?

☐ Yes ☐ No

Have you ever been judicially declared incompetent?

☐ Yes ☐ No

Are you a member of or adherent to an association or organisation advocating the practice of social violence, or racial hatred?

☐ Yes ☐ No

Have you ever been declared undesirable by the Director-General of the Department in South Africa?

Yes ☐ No ☐

Furnish full particulars if the reply to any of these questions is in the affirmative:

.....

.....

.....

**9 ANY ADDITIONAL INFORMATION YOU WISH TO BRING TO THE DEPARTMENT'S ATTENTION:**

.....

.....

.....

**10 DECLARATION BY APPLICANT**

I acknowledge that I understand the contents and implications of this application and solemnly declare that the above particulars given by me as well as all particulars in the attached supporting documentation are true and correct.

\_\_\_\_\_  
Signature of applicant

\_\_\_\_\_  
Date

**THE FOLLOWING ORIGINAL SUPPORTING DOCUMENTS MUST ACCOMPANY THE APPLICATION**

In respect of all temporary residence visa applications, except medical treatment visas:

	Attached	
	Yes	No
Valid passport which expires in no less than 30 days after expiry of the intended date of departure from the Republic		
A yellow fever vaccination certificate, where applicable		
A medical report		
Marriage certificate, civil union certificate or in the case of a foreign spousal relationship, proof of official recognition thereof issued by the authorities of the foreign country of the applicant (where applicable)		

	Attached	
	Yes	No
The affidavit where a spousal relationship to a South African citizen or resident is applicable, as well as documentation proving cohabitation and the extent to which the related financial responsibilities are shared by the parties and setting out the particulars of children in the spousal relationship		
Divorce decree, where applicable		
Court order granting full or specific parental responsibilities and rights, where applicable		
Death certificate, where applicable		
Written consent from both parents and full parental responsibilities and rights parent, where applicable		
Adoption order or certificate, where applicable		
Legal separation order, where applicable		
Police clearance certificates, not older than six months at time of submission of application, in respect of each country where an applicant, after having attained the age of 18 years has resided for 12 months or longer during the five years immediately preceding the date of application		
Notarial Agreement		

Additional supporting documents in respect of a study visa:

	Attached	
	Yes	No
An official letter confirming provisional acceptance or acceptance at that learning institution and the duration of the course		



<p>An undertaking by the Registrar or Principal of the learning institution to-</p> <ul style="list-style-type: none"> <li>(i) provide proof of registration as contemplated in the relevant legislation within 60 days of registration; or</li> <li>(ii) in the event of failure to register by the closing date, provide the Director-General with a notification of failure to register within 7 days of the closing date of registration;</li> <li>(iii) within 30 days, notify the Director-General that the applicant is no longer registered with such institution; and</li> <li>(iv) within 30 days, notify the Director-General when the applicant has completed his or her studies or requires to extend such period of study</li> </ul>		
<p>In the case of a learner under the age of 18 years-</p> <ul style="list-style-type: none"> <li>(i) an unabridged birth certificate;</li> <li>(ii) a valid passport;</li> <li>(iii) proof of physical address and contact number of the adult person residing in the Republic, who is acting or has accepted to act as such learner's guardian, including a confirmatory letter from that guardian; and</li> <li>(iv) proof of consent for the intended stay from both parents, or where applicable, from the parent or legal guardian who has been issued with a court order granting full or specific parental responsibilities and rights or legal guardianship of the learner</li> </ul>		
<p>In the case of a foreign state accepting responsibility for the applicant in terms of a bilateral agreement, a written undertaking from such foreign state to pay for the departure of the applicant</p>		
<p>Proof of medical cover renewed annually for the period of study with a medical scheme registered in terms of the Medical Schemes Act</p>		
<p>An undertaking by the parents or legal guardian that the learner will have medical cover for the full duration of the period of study</p>		
<p>Proof of sufficient financial means available to the learner whilst resident in the Republic</p>		

Additional supporting documents in respect of a treaty visa:

	Attached	
	Yes	No
<p>A letter from the relevant organ of state which is party to the treaty attesting to-</p> <p>(a) the nature of the programme;</p> <p>(b) participation of the foreigner in the specified programme;</p> <p>(c) the type of activities the foreigner is expected to perform and the duration thereof;</p> <p>(d) accommodation of the foreigner;</p> <p>(e) any other relevant details pertaining to the foreigner's stay in the Republic</p>		
A written undertaking by the sending or receiving organ of state accepting responsibility for the costs related to the deportation of the applicant and his or her dependent family members, should it become necessary		

#### Additional supporting documents in support of a business visa

In respect of a business visa by a foreigner who intends to establish a business or invest in a business that is not yet established in the Republic

	Attached	
	Yes	No
<p>A certificate or factual finding report issued by a chartered accountant registered with the South African Institute of Chartered Accountants or a professional accountant registered with the South African Institute of Professional Accountants to the effect that-</p> <p>(a) at least an amount in cash to be invested in the Republic as determined from time to time by the Minister, after consultation with the Minister of Trade and Industry, by notice in the Gazette, is available; or</p> <p>(b) at least an amount in cash and a capital contribution as determined from time to time by the Minister, after consultation with the Minister of Trade and Industry, by notice in the Gazette is available;</p> <p>(c) undertaking by the applicant that at least 60% of the total staff compliment to be employed in the operations of the business shall be South African citizens or permanent residents employed permanently in various positions: Provided that proof of compliance with this undertaking shall be submitted within 12 months of issuance of the visa</p>		

<p>An undertaking to register with the-</p> <p>(a) South African Revenue Service;</p> <p>(b) Unemployment Insurance Fund;</p> <p>(c) Compensation Fund for Occupational Injuries and Diseases;</p> <p>(d) Companies and Intellectual Properties Commission (CIPC); where legally required, and</p> <p>(e) relevant professional body, board or council recognised by SAQA in terms of section 13(1)(i) of the National Qualifications Framework Act where applicable: Provided that upon registration, all certificates shall be submitted to the Director-General</p>		
<p>A letter of recommendation from the Department of Trade and Industry regarding-</p> <p>(a) the feasibility of the business; and</p> <p>(b) the contribution to the national interest of the Republic</p>		

Additional supporting documents in respect of a business visa

In respect of a business visa by a foreigner who has established a business or invested in an existing business in the Republic

	Attached	
	Yes	No
<p>A certificate or factual finding report issued by a chartered accountant registered with the South African Institute of Chartered Accountants or a professional accountant registered with the South African Institute of Professional Accountants to the effect that-</p> <p>(a) at least an amount in cash to be invested in the Republic as determined from time to time by the Minister, after consultation with the Minister of Trade and Industry, by notice in the Gazette, is available or already invested; or</p> <p>(b) at least an amount in cash and a capital contribution as determined from time to time by the Minister, after consultation with the Minister of Trade and Industry, by notice in the Gazette, is available or already invested;</p> <p>(c) proof that at least 60% of the total staff complement employed in the operations of the business are South African citizens or permanent residents employed permanently in various positions.</p>		

	Attached	
	Yes	No
Proof of registration with the- (a) South African Revenue Service; (b) Unemployment Insurance Fund; (c) Compensation Fund for Occupational Injuries and Diseases; (d) Companies and Intellectual Properties Commission (CIPC), where legally required; and (e) relevant professional body, board or council recognised by SAQA in terms of section 13(1)(i) of the National Qualifications Framework Act, where applicable.		
A letter of recommendation from the Department of Trade and Industry regarding- (a) the feasibility of the business; and (b) the contribution to the national interest of the Republic.		
A foreigner who invests or has invested in an existing business shall, in addition, submit- (a) financial statement in respect of the preceding financial year; and (b) proof of investment		
The applicant must, within 12 months of the visa being issued, submit to the Director-General a letter of confirmation from the Department of Labour, that 60% of the staff complement employed in the operations of the business are South African citizens or permanent residents who are employed permanently in various positions.		

Additional supporting documents in respect of a medical treatment visa:

	Attached	
	Yes	No

A letter from the applicant's registered medical practitioner or medical institution within the Republic, confirming-		
(a) that space is available at the medical institution;		
(b) the estimated costs of the treatment;		
(c) whether or not the disease or ailment is treatable or curable;		
(d) the treatment schedule; and		
(e) the period of intended treatment in the Republic.		
The details of, and confirmation by, the person or institution responsible for the medical expenses and hospital fees: Provided that in a case where the applicant's medical scheme or employer is not liable for expenses incurred, proof of financial means to cover medical costs.		
The particulars of the persons accompanying the applicant		
A valid return air flight ticket, where applicable		
Proof of sufficient financial means or provision for the costs indirectly related to the treatment.		

Additional supporting documents in respect of a relative's visa:

	Attached	
	Yes	No
Proof of kinship, within the second step, between the applicant and the citizen or permanent resident in the form of-		
(a) an unabridged birth certificate; and		
(b) where necessary, paternity test results.		
The financial assurance contemplated in section 18(1) of the Act shall be an amount, per person per month, as determined from time to time by the Minister by notice in the Gazette, to be proven by means of a current salary advice or a certified bank statement not older than three months at the time of application: Provided that the financial assurance shall not be required where the South African citizen or permanent resident is a dependent child.		
Police clearance		

Additional supporting documents in respect of a general work visa:

	Attached	
	Yes	No

A written undertaking by the employer accepting responsibility for the costs related to the deportation of the applicant and his or her dependent family members, should it become necessary.		
A written undertaking by the employer to ensure that the passport of his or her employee is valid at all times for the duration of his or her employment		
<p>A letter issued to the prospective employer by the Department of Labour to the effect that a certificate has been issued to the Department confirming that-</p> <p>(a) despite diligent search, the prospective employer has been unable to find a suitable citizen or permanent resident with qualifications or skills and experience equivalent to those of the applicant;</p> <p>(b) the applicant has qualifications or proven skills and experience in line with the job offer;</p> <p>(c) the salary and benefits of the applicant are not inferior to the average salary and benefits of citizens or employees occupying similar positions in the Republic;</p> <p>(d) a contract of employment stipulating the conditions of employment and signed by both the employer and the applicant in line with the labour standards in the Republic and is made conditional upon the general work visa being approved.</p>		
Proof of qualifications evaluated by SAQA and translated by a sworn translator into one of the official languages of the Republic; and		
Full particulars of the employer, including, where applicable, proof of registration of the business with the Commission on Intellectual Property and Companies (CIPC).		
An undertaking by the employer to inform the Director-General should the applicant not comply with the provisions of the Act, or conditions of the visa.		
An undertaking by the employer to inform the Director-General upon the employee no longer being in the employ of such employer or when he or she is employed in a different capacity or role.		

Additional supporting documents in respect of a critical skills work visa:

	Attached	
	Yes	No
A written undertaking by the employer accepting responsibility for the costs related to the deportation of the applicant and his or her dependent family members, should it become necessary.		

A written undertaking by the employer to ensure that the passport of his or her employee is valid at all times for the duration of his or her employment		
A confirmation, in writing, from the professional body, council or board recognised by SAQA in terms of section 13(1)(i) of the National Qualifications Framework Act, or any relevant government Department confirming the skills or qualifications of the applicant and appropriate post qualification experience.		
If required by law, proof of application for a certificate of registration with the professional body, council or board recognised by SAQA in terms of section 13(1)(i) of the National Qualifications Framework Act.		
Proof of evaluation of the foreign qualification by SAQA and translated by a sworn translator into one of the official languages of the Republic.		

Additional supporting documents in respect of an intra-company transfer work visa:

	Attached	
	Yes	No
A written undertaking by the employer accepting responsibility for the costs related to the deportation of the applicant and his or her dependent family members, should it become necessary		
A written undertaking by the employer to ensure that the passport of his or her employee is valid at all times for the duration of his or her employment		
The foreigner's contract of employment with the company abroad entered into for a period of not less than six months prior to the date of application.		
Letter from the company abroad confirming that the applicant shall be transferred to a branch, subsidiary or an affiliate of that company in the Republic.		
A letter from the branch, subsidiary or an affiliate in the Republic confirming the transfer of the foreigner and specifying the occupation and capacity in which the foreigner shall be employed.		

	Attached	
	Yes	No
An undertaking from the employer that-		
(a) the foreigner shall only be employed in the specific position for which the visa has been issued;		
(b) the foreigner will, at all times, comply with the provisions of the Act and conditions of his or her visa and undertakes to immediately notify the Director-General if the employee refuses to comply with the provisions of the Act or conditions of the visa; and		
(c) a plan is developed for the transfer of skills to a South African citizen or permanent resident.		
An undertaking from the branch, subsidiary or an affiliate in the Republic to reimburse the Department any costs incurred in relation to the deportation of the holder of an intra-company transfer work visa and any of his or her family members		

Additional supporting documents in respect of a corporate worker certificate:

	Attached	
	Yes	No
An application for a corporate worker certificate shall be accompanied by-		
(a) a valid passport of the applicant;		
(b) biometrics of the applicant;		
(c) the certificate contemplated in subregulation (8)(b);		
(d) a valid employment contract;		
(e) a written undertaking by the corporate applicant to ensure that the foreigner departs from the Republic upon termination of his or her contract of employment or accepting responsibility for the return or costs related to the deportation of the foreigner should it become necessary;		
(f) documentation contemplated in regulation 9(1)(b), (c) and (f);		
(g) proof of qualifications evaluated by SAQA, and translated by a sworn translator into one of the official languages of the Republic, or skills and experience in line with the job offer; and		
(h) a certificate of registration with the professional body, council or board recognised by SAQA in terms of section 13(1)(i) of the National Qualifications Framework Act.		



## Additional supporting documents in respect of a retired person visa:

	Attached	
	Yes	No
The minimum monthly payment to a foreigner from a pension fund or an irrevocable retirement annuity or a net worth or a combination of assets realising the amount determined from time to time by the Minister by notice in the Gazette.		

## Additional supporting documents in respect of an exchange visa:

In the case of a learning institution in the Republic in conjunction with a foreign learning institution or an organ of a foreign state organising or administering the exchange programme:

	Attached	
	Yes	No
Proof of a valid return air ticket or written undertaking by the organ of state, learning institution or employer accepting responsibility for the return or deportation costs of the applicant, as the case may be		
Proof of medical cover for the duration of the exchange period with a medical scheme registered in terms of the Medical Schemes Act, 1998 (Act 131 of 1998)		
A letter from the Department of Basic Education, or Higher Education and Training, or the learning institution in the Republic confirming that it is responsible for organising or administering the existence of the programme, outlining the activities, terms and conditions and duration thereof and accepting full responsibility for the student whilst he or she is in the Republic.		
A letter from the foreign state institution or learning institution of the foreign state confirming the particulars of the applicant, the applicant's enrolment with a learning institution abroad, and the date on which the programme shall commence.		

## Additional supporting documents in respect of an exchange visa:

In the case of a programme of cultural, economic or social exchange, organised or administered by an organ of state or a learning institution, in conjunction with a learning institution or a foreign state institution:

	Attached	
	Yes	No

Proof of a valid return air ticket or written undertaking by the organ of state, learning institution or employer accepting responsibility for the return or deportation costs of the applicant, as the case may be.		
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**FORM 10**  
**APPLICATION FOR RENEWAL OF EXISTING VISA**

(DHA-1739) Form 10



**DEPARTMENT OF HOME AFFAIRS**  
**REPUBLIC OF SOUTH AFRICA**  
**APPLICATION FOR RENEWAL OF EXISTING VISA**  
**[Section 10(7); Regulation 9(9)]**

For official use only	Track & Trace Ref No:	BLOK:
Office of application	File No:	
Date received:	Date forwarded to Head Office:	
Submission quality checked by:	Date received at Head Office:	Remarks:
Passport checked and returned by .....	Decision.....	
Date: .....	Date: .....	
Persal number:.....	Persal number:.....	
Receipt no for fee paid		

Conditions of visa / reason(s) for refusal:

.....

.....

.....

.....

**IMPORTANT:**

**An application for the renewal of a visa must be submitted in person at least 60 days prior to the expiry date of the existing visa.**

**PARTICULARS OF APPLICANT:**

Surname/Family name:	First name(s):	Date of birth:
Residential address in the Republic:	.....	
Telephone No:	.....	
Work Telephone No.	.....	
Cellphone No.:	.....	

E-mail address:	
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**PASSPORT DETAILS:**

Passport number:	Issuing country:
Date of issue:	Valid until:
If you have any other identity document issued by your government, provide details:	
Type of document:	Number:
Date of issue:	Expiry date:

**DETAILS OF ORIGINAL VISA, AS ISSUED TO YOU PRIOR TO OR ON ARRIVAL IN SOUTH AFRICA:**

Date of entry:	Visa No:	Type of visa
Place of entry:	Date of expiry:	
Purpose of entry:		

**DETAILS OF ANY SUBSEQUENT VISA ISSUED TO YOU, OR THE MOST RECENT RENEWAL THEREOF:**

Type of visa:	Issued at:
Date of issue/renewal:	Date of expiry:

A visa is required until.....(date) for purposes of  
.....(state reason(s) for request).

The relevant documents in support of your application for the renewal of an existing visa must be attached.

**DECLARATION BY APPLICANT**

I acknowledge that I understand the content of this application and solemnly declare that the above particulars provided by me are true and correct.

.....  
Signature of applicant

Signed at.....on this.....day of .....20.....

**THE FOLLOWING DOCUMENTS MUST ACCOMPANY AN APPLICATION FOR THE RENEWAL OF AN EXISTING VISA****In respect of the renewal of a port of entry visa**

	Attached	
	Yes	No
Valid passport which expires in no less than 30 days after expiry of the intended date of departure from the Republic.		
Proof of sufficient financial means.		
A valid return air flight ticket or proof of reservation thereof.		
Where the applicant is attending an activity or event, a letter from the organisation under whose control the activity or event is taking place.		

**In respect of the renewal of a visitor's visa for a period not exceeding three months**

	Attached	
	Yes	No
Valid passport which expires in no less than 30 days after expiry of the intended date of departure from the Republic.		
A statement or documentation detailing the purpose and duration of the visit.		
A valid return air flight ticket or proof of reservation thereof.		
Proof of sufficient financial means.		

**In respect of the renewal of a visitor's visa for a period exceeding three months**

	Attached	
	Yes	No
Valid passport which expires in no less than 30 days after expiry of the intended date of departure from the Republic.		
A medical report.		
<del>A radiological report.</del>		
Proof of a valid air flight ticket or proof of reservation thereof.		
Proof of sufficient financial means.		
A South African Police Clearance certificate where the applicant has been resident in the Republic for 12 months and longer.		

	Attached	
	Yes	No
In respect of an application by a person who is the spouse or dependant child of the holder of a visa issued in terms of section 11, 13, 14, 15, 17, 18, 19, 20 or 22 of the Act, a certified copy of such holder's visa and a written undertaking of financial responsibility for the applicant.		
In respect a teacher at an international school, a contract of employment signed by the employer and the applicant and a written undertaking of financial responsibility for the applicant.		
In respect of a person involved in the production of a film or advertisement in the Republic, documentation confirming such production and the duration thereof.		
In respect of a foreign journalist seconded to the Republic by a foreign news agency, documentation confirming such secondment and the duration thereof.		
In respect of a visiting professor or lecturer, an invitation from the host in the Republic.		
In respect of artists who wish to write, paint or sculpt, a portfolio of his or her previous work.		
In respect of a person involved in the entertainment industry who are travelling through the Republic to perform, confirmation thereof by the host in the Republic.		
In respect of a tour leader or host of a tour, a contract of employment signed by the employer and the applicant and a written undertaking of financial responsibility for the applicant.		
In respect of a foreigner who is required to stay in the Republic in order to testify as a state witness in a criminal court case, a written request signed by the Deputy Director of Public Prosecutions.		

**In respect of the renewal of a study visa:**

An official letter from the Registrar or Principal of the learning institution confirming that the applicant is required to extend his or her period of study and the duration of such study.
An undertaking by the Registrar or Principal of the learning institution to- <ul style="list-style-type: none"> <li>(a) In the event of failure to register by the closing date, provide the Director-General with a <i>notification</i> of failure to register within 7 days of the closing date of registration;</li> <li>(b) <i>within</i> 30 days, notify the Director-General that the applicant is no longer registered with such institution; and</li> <li>(c) <i>within</i> 30 days, notify the Director-General when the student has completed his or her studies.</li> </ul>
In the case of a minor (i.e. a person under 18): <ul style="list-style-type: none"> <li>(a) proof of physical address and contact number of the adult person residing in the Republic, who is acting or has accepted to act as such learner's guardian, including a confirmatory letter from that guardian; and</li> </ul>

(b) proof of consent for the intended stay from both parents or, where applicable, from the parent or legal guardian, who has been issued with a court order granting full or specific parental responsibilities and rights or legal guardianship of the learner.
In the case of a foreign state accepting responsibility for the applicant in terms of a bilateral agreement, a written undertaking from such foreign state to pay for the departure of the applicant.
Proof of medical cover with a medical scheme registered in terms of the Medical Schemes Act, 1998 (Act 131 of 1998).
An undertaking by the parents or legal guardian that the learner will have medical cover for the full duration of the period of study
Proof of sufficient financial means.

**In respect of the renewal of a treaty visa:**

	Attached	
	Yes	No
A letter from the organ of state which is party to the treaty attesting to- (a) the <i>nature</i> of the programme; (b) <i>continued</i> participation of the foreigner in the programme; and (c) the type of activities the foreigner is expected to continue to perform and <i>the duration</i> thereof. (d) <i>accommodation</i> of the foreigner; and (e) any other relevant details pertaining to the foreigner's stay in the Republic.		
A written undertaking by the sending or receiving organ of state accepting responsibility for the costs related to the deportation of the applicant and his or her dependant family members, should it become necessary.		

**In respect of the renewal of a business visa**

	Attached	
	Yes	No
A certificate issued by a chartered accountant registered with the South African Institute of Chartered Accountants or a professional accountant registered with the South African Institute of Professional Accountants to the effect that- (a) the original cash investment into the book value of the business is still so invested; (b) a <i>letter</i> of confirmation from the Department of Labour that at least 60% of the total staff complement employed in the operations of the business are citizens or permanent residents employed permanently in various positions.		

	Attached	
	Yes	No
(a) Tax clearance certificate issued by the South African Revenue Service from the date on which the business became operational; (b) <i>Proof</i> of contributions made to the Unemployment Insurance Fund; (c) <i>Proof</i> of contributions made to the Compensation Fund for Occupational Injuries and Diseases; (d) <i>Proof</i> of registration with Companies and Intellectual Properties Commission (CIPC); and (e) <i>Proof</i> of registration with the professional body, board or council recognised by SAQA in terms of section 13(1)(i) of the National Qualifications Framework Act.		
A letter of recommendation from the Department of Trade and Industry regarding- (a) the <i>continued</i> feasibility of the business; and (b) the <i>contribution</i> to the national interest of the Republic.		
Financial statement in respect of the preceding financial year.		

A letter of confirmation from the Department of Labour that 60% of the staff complement employed in the operations of the business are still South African citizens or permanent residents who are employed permanently.		
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**In respect of the renewal of a medical treatment visa:**

	Attached	
	Yes	No
A letter from the applicant's registered medical practitioner or medical institution within the Republic, confirming- <ul style="list-style-type: none"> <li>(a) That <i>space</i> is still available at the medical institution for the continued treatment of the applicant;</li> <li>(b) The estimated costs of the continued treatment; and</li> <li>(c) The treatment schedule and period and details of the continued treatment in the Republic.</li> </ul>		

	Attached	
	Yes	No
Details of, and confirmation by, the person or institution responsible for the medical expenses and hospital fees: Provided that in the case where a[n] applicant's medical scheme or employer is not liable for expenses incurred, proof of financial means to cover medical costs.		
The particulars of the persons accompanying the applicant.		
A valid return air flight ticket, where applicable.		
Proof of sufficient financial means or provision for the costs indirectly related to the treatment.		

**In respect of the renewal of a relative's visa:**

	Attached	
	Yes	No
Proof of kinship, within the second step, between the applicant and the citizen or permanent resident in the form of an unabridged birth certificate.		
The financial assurance per month, per person, as determined from time to time by the Minister by notice in the <i>Gazette</i> , to be proven by means of a current salary advice or a certified bank statement not older than three months at the time of application: Provided that the financial assurance shall not be required where the South African citizen or permanent resident is a dependant child.		
Police clearance.		

**In respect of the renewal of a general work visa:**

	Attached	
	Yes	No
A written undertaking by the employer accepting responsibility for the costs related to the deportation of the applicant and his or her dependant family members, should it become necessary.		

	Attached	
	Yes	No
A written undertaking by the employer to ensure that the passport of his or her employee is valid at all times for the duration of his or her employment.		
A certificate by the Department of Labour confirming that- <ul style="list-style-type: none"> <li>(a) The <i>applicant</i> continues to be employed in line with the labour standards;</li> <li>(b) contract of employment stipulating the conditions of employment and <i>signed</i> by both the employer and the applicant; and</li> <li>(c) Full <i>particulars</i> of the employer, including, where applicable, proof</li> </ul>		

of registration of the business with the Commission on Intellectual Property and Companies (CIPC).		
An undertaking by the employer to inform the Director-General should the applicant not comply with the Act, or is no longer in the employ of such employer, or is employed in a different capacity or role.		
If required by law, proof of registration with the professional body, council or board recognised by SAQA in terms of section 13(1)(i) of the National Qualifications Framework Act.		

**In respect of the renewal of a critical skills work visa:**

	Attached	
	Yes	No
A written undertaking by the employer accepting responsibility for the costs related to the deportation of the applicant and his or her dependant family members, should it become necessary.		
A written undertaking by the employer to ensure that the passport of his or her employee is valid at all times for the duration of his or her employment		
A copy of the existing critical skills visa as proof that the applicant still falls within the critical skills category.		
If required by law, proof of registration with the professional body, council or board recognised by SAQA in terms of section 13(1)(i) of the National Qualifications Framework Act.		

**In respect of the renewal of a retired person visa:**

	Attached	
	Yes	No
Proof of payment to the applicant from a pension fund or an irrevocable retirement annuity or a net worth or a combination of assets realising the minimum amount per month as determined from time to time by the Minister by notice in the <i>Gazette</i> .		



## (DHA-84) Form 11



DEPARTMENT OF HOME AFFAIRS  
REPUBLIC OF SOUTH AFRICA

## APPLICATION FOR PORT OF ENTRY VISA OR TRANSIT VISA

[Section 7(1)(g) read with section 10A and 10B; Regulation 8(1)]

NB: A SEPARATE APPLICATION FORM MUST BE COMPLETED IN RESPECT OF EACH ACCOMPANYING FAMILY MEMBER.

## PERSONAL PARTICULARS

Surname:									
First names (in full):									
Maiden name:									
Previous surname(s):									
	Y	Y	Y	Y	M	M	D	D	
Date of birth:									Country of birth:
Gender (write in full)									
Nationality:					If acquired by naturalisation, state original nationality:				
Where and when was present nationality obtained:									

Passport/Travel Document Number:	Issuing authority: _____
	Date of expiry: _____
Type of document: Diplomatic/Official/Ordinary Passport/Travel document/other (specify)	

Permanent residential address in country of normal residence	
Period resident at this address: .....	
Country of permanent residence:	Telephone number: (.....).....
.....	Home telephone No: .....
.....	Cellphone No: .....
.....	E-mail address: .....
Period resident in that country:.....	
Occupation or profession:.....	
Name of Employer, University Organisation: .....	
Address:.....	
.....	
Telephone No:..... Fax No:.....	

If self-employed, state name, address, telephone no. and nature of business:	
Name of business:.....	
Address:.....	
Telephone No:..... Fax No:.....	

Marital status	Never married		Married		Widowed		Separated		Divorced	
First name(s) of spouse:										
Maiden name										
Date and place of marriage										
		Y	Y	Y	Y	M	M	D	D	
Date of birth of spouse:										Nationality .....

## VISIT TO SOUTH AFRICA

Expected date of arrival in the Republic: YY.....MM.....DD.

Place of arrival:..... Purpose of visit:.....

Duration of stay (months, weeks or days).....

Number of entries required:

Single	
Two	
Multiple	

Proposed residential address (physical) in the Republic, including the full name(s) of your host or hotel:

Residential (physical) address in the Republic:.....

Name of host or hotel:.....

Telephone of host or hotel:.....

Names of Organisations or persons you will be contacting during your stay in the Republic:

Name	Address	Relationship

Identity document number or permanent residence permit number of South African host, where applicable:.....

Indicate by means of an X whichever is applicable

Have you at any time applied for a permit to settle permanently in the Republic?	Yes		No	
Have you ever been restricted or refused entry into the Republic?	Yes		No	
Have you ever been deported from or ordered to leave the Republic?	Yes		No	
Have you ever been convicted of any crime in any country?	Yes		No	

Is a criminal action pending against you in any country?	Yes		No	
Are you an unrehabilitated insolvent?	Yes		No	
Are you suffering from tuberculosis or any other infectious or contagious disease or any mental or physical deficiency?	Yes		No	
Have you ever been judicially declared incompetent?	Yes		No	
Are you a member of, or adherent to an association or organisation advocating the practice of social violence or racial hatred or are you or have you been a member of an organisation or association utilising crime or terrorism to pursue its ends?	Yes		No	

<p>Give particulars if reply to any of the questions above is in the affirmative:</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>
In the case of an official visit, submission of a Note Verbale.
In the case of a diplomat placed in the Republic, proof of placement.
To be completed only by passengers in transit to another country:
Destination after leaving the Republic:.....
Mode of travel to destination:.....
Intended date and port of departure from the Republic to that destination:.....
Do you hold a visa or permit for temporary or permanent residence in the country of your destination? (Proof must be submitted).....

<p>I _____</p> <p>(surname and name of applicant) declare that</p>
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<ul style="list-style-type: none"> <li>the above details provided by me are true in substance and in fact and that I fully understand the meaning thereof;</li> <li>I understand that should my port of entry visa / transit visa / visitor's visa be approved, I would not be allowed to change my purpose of visit whilst in the Republic;</li> <li>I understand that if I need to extend my stay in the Republic for whatever reason, that such an application will only be accepted if it is submitted at least 30 days prior to the expiry date of my current visa; and</li> <li>I understand that if I depart from the Republic after the expiry date of my visa, that I would be declared an undesirable person and that I would not qualify for a visa or admission into the Republic for a period of at least _____.</li> </ul>	
Signature of Applicant	Date

FOR OFFICIAL USE		
Approved/not approved by	Type of visa:	Reasons for decision:
.....	.....	.....
on.....	.....	.....

**DOCUMENTATION TO BE SUBMITTED IN SUPPORT OF A VISA NOT EXCEEDING A PERIOD OF THREE MONTHS**

	Attached	
	Yes	No
Valid passport which expires in no less than 30 days after expiry of the intended date of departure from the Republic.		
Proof of sufficient financial means.		
Proof of a valid return or onward ticket or purchase of ticket.		
Documentation outlining the purpose and duration of the visit, or a written invitation by the host(s) in the Republic, as the case may be.		
Where the applicant is attending an activity or event, a letter from the organisation under whose control the activity or event is taking place, confirming such attendance and whether or not the foreigner will be remunerated, and if remunerated, the amount of the remuneration.		

<p>In respect of a dependant child accompanying the applicant to or joining the applicant in the Republic-</p> <p>(a) proof of consent from one or both parents or legal guardian, as the case may be, in the form of a letter or affidavit;</p> <p>(b) where applicable, a copy of a court order granting the applicant parental responsibilities and rights in respect of the child;</p> <p>(c) a letter from the person who is to receive the child in the Republic, containing his or her residential address in the Republic where the child will be residing;</p> <p>(d) a copy of the identity document or valid passport and visa or permanent residence permit of the person who is to receive the child in the Republic; and</p> <p>(e) the contact details of the parents or legal guardian.</p>		
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	Attached	
	Yes	No
<p>In respect of medical treatment for a period not exceeding three months-</p> <p>(a) A letter from the applicant's registered medical practitioner or medical institution within the Republic, confirming-</p> <p>(i) that space is available at the medical institution;</p> <p>(ii) the estimated costs of the treatment;</p> <p>(iii) whether or not the disease or ailment is curable;</p> <p>(iv) treatment schedule; and</p> <p>(v) the period of intended treatment in the Republic.</p> <p>(b) Details of the person or institution responsible for the medical expenses and hospital fees: Provided that in the case where the applicant's medical scheme or employer is not liable for expenses incurred, proof of financial means to cover the medical costs.</p> <p>(c) The particulars of the persons accompanying the applicant;</p> <p>(d) A valid return air flight ticket, where applicable;</p> <p>(e) Proof of sufficient financial means or provision for the costs indirectly related to the treatment.</p>		
In respect of studies for a period not exceeding three months-		

<p>(a) An undertaking by the Registrar or Principal of the learning institution to-</p> <p>(i) provide proof of registration of the learning institution as contemplated in the relevant legislation, within 60 days of registration;</p> <p>(ii) in the event of failure to register by the closing date, provide the Director-General with a notification of failure to register within 7 days of the closing days of registration;</p> <p>(iii) within 30 days, notify the Director-General that the applicant is no longer registered with such institution; and</p> <p>(iv) within 30 days, notify the Director-General when the applicant has completed his or her studies or requires to extend such period of study.</p>		
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	Attached	
	Yes	No
<p>In respect of short-term work to be undertaken in the Republic, a letter from the employer stipulating-</p> <p>(a) the purpose or necessity of the work;</p> <p>(b) the nature of the work;</p> <p>(c) qualification and skills required for the work;</p> <p>(d) the duration of the work;</p> <p>(e) the place of work;</p> <p>(f) duration of the visit;</p> <p>(g) proof of remuneration or stipend that the foreigner will receive from the employer; and</p> <p>(h) identity and contact details of the prospective employer or relevant contact person from the host institution.</p>		

**DOCUMENTATION TO BE SUBMITTED IN SUPPORT OF A VISITOR'S VISA APPLICATION FOR A PERIOD EXCEEDING THREE MONTHS**

	Attached	
	Yes	No
Valid passport which expires in no less than 30 days after expiry of the intended date of departure from the Republic.		

A yellow fever vaccination certificate, where applicable.		
A medical report.		
Marriage certificate or in the case of a foreign spousal relationship, proof of official recognition thereof issued by the authorities of the country concerned, if available.		
The affidavit where a spousal relationship to a South African citizen or resident is applicable, as well as documentation proving cohabitation and the extent to which the related financial responsibilities are shared by the parties and setting out the particulars of children in the spousal relationship.		
Divorce decree, where applicable.		
Court order granting full or specific parental responsibilities and rights, where applicable.		
Death certificate, in respect of late spouse, where applicable.		
Written consent from both parents and court order granting full parental responsibilities and rights parent [sic], where applicable		

	Attached	
	Yes	No
Proof of legal adoption where applicable.		
Legal separation order, where applicable.		
Police clearance certificates, not older than six months at time of submission of application, in respect of each country where an applicant, after having attained the age of 18 years has resided for 12 months or longer during the five years immediately preceding the date of application.		
A yellow fever vaccination certificate, where applicable.		
Proof of academic sabbatical, where applicable.		
Proof of voluntary or charitable activities to be undertaken, where applicable.		
Proof of research to be undertaken, where applicable.		
In respect of an application by a person who is the spouse or dependant child of the holder of a visa issued in terms of section 11, 13, 14, 15, 17, 18, 19, 20 or 22 of the Act, a certified copy of such		



holder's visa and a written undertaking of financial responsibility for the applicant.		
In respect a teacher at an international school, a contract of employment signed by the employer and the applicant and a written undertaking of financial responsibility for the applicant.		
In respect of a person involved in the production of a film or advertisement in the Republic, documentation confirming such production and the duration thereof.		
In respect of a foreign journalist seconded to the Republic by a foreign news agency, documentation confirming such secondment and the duration thereof.		
In respect of a visiting professor or lecturer, an invitation from the host in the Republic.		
In respect of artists who wish to write, paint or sculpt, documentation confirming the activity to be undertaken and the duration thereof.		
In respect of a person involved in the entertainment industry who would be travelling through the Republic to perform, confirmation thereof by the host in the Republic.		
In respect of a tour leader or host of a tour, a contract of employment signed by the employer and the applicant and a written undertaking of financial responsibility for the applicant.		

**FORM 18**  
**APPLICATION FOR PERMANENT RESIDENCE PERMIT**

(DHA-947) **Form 18**

**DEPARTMENT OF HOME AFFAIRS**  
**REPUBLIC OF SOUTH AFRICA**  
**APPLICATION FOR PERMANENT RESIDENCE PERMIT**  
**[Section 25(2); Regulation 23(1)]**

**IMPORTANT**

I, \_\_\_\_\_ (surname and name of main applicant),  
\_\_\_\_\_ (passport number) declare that I understand that:

- 1 This application form and supporting documents must be submitted in person.
- 2 If my spouse and/or dependant children over the age of 16 years form part of the application, they will accompany me when submitting the application for the purpose of providing their biometrics.
- 3 An application for permanent residence status does not grant me such status. I and all my family members will continue to renew our temporary residence visas until the outcome of the permanent residence application has been received.
- 4 All the documents in support of my application must be originals or copies authenticated by the issuing authority in the country of origin.
- 5 I am obliged to inform the Department of any change of address, or change in information or circumstances that could influence the outcome of the application, whilst the application is being processed.

Signature \_\_\_\_\_

Date \_\_\_\_\_

**FOR OFFICIAL USE ONLY**

REFERENCE NO.: .....

**LIST OF APPLICANTS**

Surname	First name(s)	Date of birth	Gender	Relationship	Applicable section of Act	Reference number

Application processed by .....(first name and surname of official)

**Decision**

Application \*approved/rejected.

If rejected, reason(s) for decision:

.....

.....

In the case of conditional approval, state conditions:

.....

.....

Signature: .....

Date: .....

Rank: .....

Official stamp

Office:.....

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**Details of principal applicant:**

Title:..... Surname:.....

First name: .....

Maiden name: .....

Any other former surnames: .....

Date of birth:

Year 

--	--	--	--

 Month 

--	--

 Day 

--	--

Country of birth: ..... Nationality of birth:.....

Present nationality: .....

Passport no.: ..... Expiry date: .....

Issuing authority of passport: .....

Marital status:

Never married	Married	Permanent spousal relationship	Divorced	Widowed	Legally separated
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Type of marriage or spousal relationship:

Civil marriage	Customary marriage	Religious marriage	Permanent heterosexual relationship	Permanent homosexual relationship
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Date of conclusion of marriage or spousal relationship:

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Details of **previous** marriage(s) or permanent spousal relationship(s) (if any):

- Date and place of marriage/conclusion of spousal relationship:

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- Date and place of \*divorce/separation.

.....

\*Details about any parental rights and responsibilities (including maintenance obligations) in respect of children born from such marriage(s)/permanent spousal relationship(s), including legally adopted children:

.....

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Present residential address:

.....

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Since	Year	Month	Day
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Postal Address: .....

Suburb: ..... City: ..... Code: .....

Tel No: (Home) ..... (Work) .....

Cellphone:.....

E-mail address: .....

Occupation: .....

Type of temporary residence visa held (if applicable): .....

Valid until: ..... Issuing office: .....

**Details of principal applicant's parents:****Father:**

Surname: .....

First name: .....

Date of birth: .....

Place of birth: ..... Country: .....

**Mother:**

Surname: .....

First name: .....

Maiden name: .....

Date of birth: ..... Place of birth: .....

Country: ..... Nationality at birth: .....

**Details of applicant's spouse:**

Title: ..... Surname: .....

First name(s): .....

Maiden name: .....

Any other former surname(s): .....

Date of birth:

Year

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Month

--	--

Day

--	--

Country of birth: ..... Nationality at birth: .....

Present nationality: .....

Passport no.: ..... Expiry date: .....

Issuing authority of passport: .....

Details of **previous** marriage(s) or permanent spousal relationship(s) (if any):

- Date and place of marriage/conclusion of spousal relationship:

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- Date and place of \*divorce/separation: .....

Details about any custody or maintenance obligations in respect of children born from such \*marriage(s)/permanent spousal relationship(s), including legally adopted children:

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Country:.....Nationality at birth: .....  
 Present nationality:.....

**Details of biological-, step- and adopted children not included in the application:**

Surname	First name	Date of birth	Gender	Nationality

**Details of relatives or friends resident in South Africa:**

Surname	First name	Relationship	Identity number/ Permanent or Temporary residence permit number	Residential address	Telephone number

**Employment record of principal applicant (to cover full period of employment):**

Name of employer	Address	From (date)	To (date)	Nature of work

**Occupations to be followed in the Republic-**

- by principal applicant: .....;and
- by spouse: .....

**Amount of funds to be transferred to the Republic-**

- by principal applicant: .....;and
- by spouse: .....

**Details of pension or private income-**

- by principal applicant: .....;and
- by spouse: .....

**Details of any other assets (e.g. property, investments, etc.)-**

- of principal applicant: .....;and
- of spouse: .....

**Details of any family members remaining in your country of origin (spouse, children, parents, sisters, brothers):**

Surname & First Name(s)	Address	Relationship

**Full details of previous and current residential addresses (since 18th birthday or for the last ten years):**

**Principal applicant:**

From (month and year)	To (month and year)	Number and street name	City/Town	Country




**Spouse:**

From (month and year)	To (month and year)	Number and street name	City/Town	Country

**Details regarding applicant and (if applicable) spouse and children:**

The following questions relate to you (the applicant), as well as to your spouse and children (if any), and must be answered 'YES' or 'NO'.

Have you or any of the persons concerned ever been-

- convicted of a criminal offence, even if such conviction is no longer on record against you or the persons concerned? .....
- declared insolvent? .....If yes, have you been rehabilitated?.....
- the subject of a civil action, including failure to fulfil child maintenance obligations? .....
- Is there a civil or criminal enquiry pending against you or any of the persons concerned? .....
- Have you or any of the persons concerned ever been refused entry into or been removed or deported from the Republic? ..... if so, provide details:.....

**N.B. If the answer to any of the above questions is 'YES', provide full details below.**

.....  
 .....  
 .....

**General information:**

Postal address and telephone number where you could be contacted in the Republic:

.....  
 .....

If your spouse is a South African citizen or permanent resident, please provide his/her employment details:.....

**Note:** Any incorrect or misleading information or false documents furnished in support of this application may result in the application being refused or, if the permanent residence permit has already been issued, that permit being withdrawn.

\*I/We, the undersigned, declare that-

- photograph(s) submitted in support of this application \*is/are a true reflection of the person(s) whose name(s) appear on the reverse side thereof;
- the details reflected in this application, as well as the documents submitted in support of this application, are true and correct; and
- it is \*my/our intention to permanently reside in the Republic.

.....  
**Signature of applicant**

(Parent(s) or legal guardian if main applicant is a minor child)

.....  
**Date**

.....  
**Signature of spouse**

.....  
**Date**

**ONE PASSPORT PHOTOGRAPH IN RESPECT OF EACH PARTY TO THE APPLICATION  
 FOR OFFICIAL USE**

**Supporting documents required for all categories of applicants:**

Document(s) to be submitted	Person(s) to submit document	Explanatory notes
Passport photograph.	All applicants.	A recent, passport-type, full face photograph.
Valid passport	All applicants.	Certified copies are acceptable.
Unabridged birth certificate, or extract from birth record.	All applicants.	Only original documents or authenticated copies thereof are acceptable.
Change of name or gender document (i.e. Statutory Declaration, Deed Poll or legal Adoption Certificate).	All applicants where applicable.	
Medical report.	All applicants.	The report shall not be older than six months at the time of submission.
Police clearance certificate(s).	All applicants 18 years of age and older.	Not older than six months at time of submission of application, in respect of each country where an applicant, after having attained the age of 18 years has resided for 12 months or longer during the five years immediately preceding the date of application, including South Africa.
Marriage certificate, or extract from marriage record/Proof of registration of customary marriage in terms of Recognition of Customary Marriages Act, 1998 (Act 120 of 1998), where applicable/Spousal affidavit. Documentary proof of cohabitation and extent to which the related financial responsibilities are shared by the parties.	All married applicants or parties to a spousal relationship.	
Divorce decree(s) or proof of legal separation and all relevant court orders regarding custody and maintenance of children and previous spouse(s).	All applicants who are divorced or legally separated.	Required irrespective of whether or not the person concerned has since remarried.
Written consent of both parents in the case of minor children where only one of the parents is applying.	Both parents.	
Death certificate of late spouse, where applicable.	All widowed persons.	

**Indicate whether or not the document(s) mentioned hereunder have been submitted:**

**Section 26(a) of the Act**

Proof of five year's continuous work permit status.	Yes	No
Proof of registration with professional body, board or council in the Republic, if applicable.		
Offer of permanent employment.		

**Section 26(b) of the Act**

Proof that applicant has been spouse of citizen or permanent resident for five years.	Yes	No
Declaration of support for the application by the spouse who is a citizen or permanent resident.	Yes	No
Identity document of the spouse who is the citizen or permanent resident.	Yes	No
If the spouse is a permanent resident, a copy of his or her permanent residence permit must be submitted.		

**Section 26(c) of the Act**

Consent of both parents and guardians, together with an undertaking to provide financial support to the applicant.	Yes	No
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**Section 26(d) of the Act**

An undertaking by the South African citizen parent(s) to provide the required financial support to the applicant.	Yes	No
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**Section 27(a) of the Act**

An offer of permanent employment.	Yes	No
An original clipping, not older than four months at the time of application, from the national printed media-		
(a) reflecting the full particulars of the relevant newspaper or magazine, as well as the date on which the advertisement was published;		
(b) stipulating the minimum qualifications and experience required to fill the position;		
(c) clearly define the position offered and the responsibilities to be performed;		
(d) measure at least 60 millimetres by 60 millimetres; and		
(e) state the closing date for the application		
Proof that the application falls within the specific professional category or within the specific occupational class contemplated in section 19(1) of the Immigration Act.	Yes	No

**Section 27(b) of the Act**

Proof that the applicant falls within the critical skills category as published from time to time by the Minister by notice in the <i>Gazette</i> in the form of a certificate from the professional body, council or board recognised by SAQA in terms of section 13(1)(i) of the National Qualifications Framework Act or the relevant Department confirming the skills or qualifications of the applicant.	Yes	No
If required by law, a certificate of registration with the professional body, council or board recognised by SAQA in terms of section 13(1)(i) of the National Qualifications Framework Act.	Yes	No
Proof of post qualification experience of at least five years.	Yes	No
Testimonials from previous employers.	Yes	No
A comprehensive <i>curriculum vitae</i> .	Yes	No
A letter of motivation indicating that the critical skills possessed by the applicant will be to the benefit of the South African environment in which he/she intends to operate and which relates to the critical skill in question.		

**Section 27(c) of the Act****In respect of an application by a foreigner who intends to establish a business or invest in a business that is not established in the Republic**

A certificate issued by a chartered accountant registered with the South African Institute of Chartered Accountants or a professional accountant registered with the South African Institute of Professional Accountants to the effect that-	Yes	No
(a) at least an amount in cash as determined from time to time by the Minister, after consultation with the Minister of Trade and Industry, by notice in the <i>Gazette</i> , is available; or		
(b) at least an amount in cash and capital as determined from time to time by the Minister, after consultation with the Minister of Trade and Industry, by notice in the <i>Gazette</i> , is available to be invested in the Republic.		
(a) A business plan outlining the feasibility of the business, both in the short and long term; and		
(b) an undertaking that at least 60% of the total staff complement employed in the operations of the business are or shall be citizens or permanent residents employed permanently in various positions.		



An undertaking to register with the South African Revenue Service.	Yes	No
Proof of registration with the relevant professional body, board or council recognised by SAQA in terms of section 13(2)(i) of the National Qualifications Framework Act, where applicable.		

**In respect of an application by a foreigner who has established a business or invested in an existing business in the Republic**

A certificate issued by a chartered accountant registered with the South African Institute of Chartered Accountants or a professional accountant registered with the South African Institute of Professional Accountants to the effect that- (a) at least an amount in cash as determined from time to time by the Minister, by notice in the <i>Gazette</i> has been invested in the business; and (b) proof that at least 60% of the total staff complement employed in the operations of the business are citizens or permanent residents employed permanently in various positions.	Yes	No
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Proof of registration with the- (a) South African Revenue Service; (b) Unemployment Insurance Fund; (c) Compensation Fund for Occupational Injuries and Diseases; (d) Companies and Intellectual Properties Commission (CIPC); and (e) The relevant professional body, board or council recognised by SAQA in terms of section 13(2)(i) of the National Qualifications Framework Act.	Yes	No
Financial statement in respect of the preceding financial year.	Yes	No
A partnership agreement, if applicable.	Yes	No

**Section 27(d) of the Act**

Proof of five year's continuous refugee status in the Republic.	Yes	No
Certification from the Standing Committee for Refugee Affairs that the applicant will remain a refugee indefinitely.	Yes	No
An affidavit regarding aliases used for refugee status application(s) by principal applicant or family members, if applicable.	Yes	No

**Section 27(e) of the Act**

Proof of a pension fund or an irrevocable retirement annuity or a net worth or a combination of assets realising the minimum amount per month as determined from time to time by the Minister by notice in the <i>Gazette</i> .	Yes	No
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**Section 27(f) of the Act**

Proof of a net worth in the amount determined from time to time by the Minister by notice in the <i>Gazette</i> .	Yes	No
Written undertaking to make payment in the amount determined from time to time by the Minister by notice in the <i>Gazette</i> to the Director-General upon approval of the application.	Yes	No

**Section 27(g) of the Act**

Proof of kinship in the first step between the applicant and the citizen or permanent resident.	Yes	No
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