



South African Council
for the Architectural Profession

SCHEDULE OF PROPOSED ANNUAL REGISTRATION FEES Inclusive of 15% VAT		
These fees are applicable in accordance with Section 12(1)(c) of the Act.		
CATEGORY OF REGISTRATION	DESCRIPTION	Financial Year 1 April 2022 – 31 March 2023
Professional	Annual Fees due and payable within 60 days from date of issue of invoice	R3 633.00
Candidate	Annual Fees due and payable within 60 days from date of issue of invoice	R1 552.00
Building Control Officers	Annual Fees due and payable within 60 days from date of issue of invoice	R1 145.00

SCHEDULE OF PROPOSED OTHER FEES AND CHARGES Inclusive of 15% VAT (all fees from 1-7 below are due on receipt of an invoice)		
SCOPE OF WORK	DESCRIPTION	Financial Year 1 April 2022 – 31 March 2023
1. REGISTRATIONS (ADMINISTRATION FEES) These fees are applicable in accordance with Section 12(1) and 19(1) of the Act		
Building Control Officers	Initial registration – once off (non-refundable)	R572.00
Candidates – Section 12(1) (b) and 19(1) (b)	Initial registration – once off (non-refundable)	R1 433.00
Professionals Re-Registration – Section 12(1) (l) and 20(4)	Re-registration after suspension for non-payment of Annual Fees	R1 816.00
Candidate Re-Registration – Sections 12(1) (l) and 20(4)	Re-registration after suspension for non-payment of Annual Fees	R776.00
Building Control Officers Re-Registration – Sections 12(1) (l) and 20(4)	Re-registration after suspension for non-payment of Annual Fees	R572.00
Upgrade	Successful passing of PPE and/or obtaining further academic qualification and/or in terms of RPL	R2 482.00
Registration application: Recognition of Foreign Qualifications - Section 12	Registration of persons who have international qualifications	R10 810.00
Registration Appeal - Section 12(1)(h) and 24	Appeal against: <ul style="list-style-type: none"> • Category of registration; • Registration declined; • Cancellation of registration; • Period of internship 	R2 641.00
2. REGISTRATION – CONFIRMATION LETTERS Note: Confirmation of Registration – required for tender or plan submissions etc		
a. Confirmation Letter (7 working days turnaround time)	Includes: <ul style="list-style-type: none"> • Confirmation of Registration; • Letter of Good Standing; • Letter in Support of Visa/Work Permit 	R1 030.00
b. Additional change per person		R114.00
c. Confirmation Letter – Urgent (4 working days turnaround time)	Includes: <ul style="list-style-type: none"> • Confirmation of Registration; • Letter of Good Standing; • Letter in Support of Visa/Work Permit 	R1 885.00
d. Additional change per person		R180.00

3. CERTIFICATES – Section 14(c)		
Registration Certificate	Hard copy certificate issued upon application, in addition to electronic certificate available on electronic Profile. Fee does not include cost for delivery of certificate.	R209.00
4. RENEWAL OF REGISTRATION - Section 22		
Renewal - Section 22(3)(a)	Renewable every 5 years in terms of Conditions Relating to Continuing Professional Development and Renewal of Registration (CPD)	R789.00
Exemption from CPD Conditions - Section 12(1)(l)	Exemption for 1 calendar year based on special conditions (CPD)	R1 733.00
Extension of Period for Compliance (CPD) - Section 12(1)(i)	Extension for a calendar year to comply	R1 780.00
5. PROFESSIONAL PRACTICE EXAM (PPE)		
Preliminary application fee	Written Online (non-refundable)	R390.00
Application to write the PPE	Written Online	R2 377.00
Re-Mark (per paper)	Remark permitted – once per exam	R999.00
6. RECOGNITION OF VOLUNTARY ASSOCIATIONS - Section 25 Board Notice 86 of 2016		
Application fee for recognition (Initial fee) – Section (25)	Application Fee is non-refundable with the recognition period valid for 5 years	R8 210.00
Renewal fee for recognition	Fees Subject to Annual Review	R4 680.00
7. APPLICATION FOR SPECIAL CANDIDACY EXEMPTION		
Step 1	Application for Registration as Candidate (Special Conditions)	R1 433.00
Step 2 (if step one is successful)	Assessment of the Portfolio, by the Assessment Panel	R3 150.00
Step 3 (if step 2 is successful)	Professional Practice Examination	R2 767.00
	Registration as Professional	R2 482.00
8. RECOGNITION OF PRIOR LEARNING (RPL), SPECIAL CONSENT AND LIMITED SPECIAL DISPENSATION ASSESSMENT		
A. APPLICATIONS FOR ASSESSMENTS		
Professional Senior Architectural Technologist (PSAT) to Professional Architect (PrArch)		
Phase 1 – Application fee		R525.00
Phase 2 - Authentication		R6 825.00
Professional Architectural Technologist (PAT) to Professional Senior Architectural Technologist (PSAT)		
Phase 1 – Application fee		R525.00
Phase 2 - Authentication		R3 675.00
Professional Architectural Draughtsperson (PAD) to Professional Architectural Technologist (PAT)		
Phase 1 – Application fee		R525.00
Phase 2 - Authentication		R2 100.00
Limited Special Dispensation		
Phase 1 – Application fee		R0.00
Phase 2 - Authentication		R0.00
B. APPEAL AGAINST OUTCOME		

Appeal against outcome of the assessment to be upgraded from Senior Architectural Technologist (PSAT) to Professional Architect (PrArch)	R6 063.00
Appeal against outcome of the assessment to be upgraded from Professional Architectural Technologist (PAT) to Professional Senior Architectural Technologist (PSAT)	R5 457.00
Appeal against outcome of the assessment to be upgraded from Professional Architectural Draughtsman (PAD) to Professional Architectural Technologist (PAT)	R4 849.00

NB: PLEASE NOTE THAT ALL THE FEES ARE NOT REFUNDABLE