

REGISTRATION REQUIREMENTS

1. REQUIREMENTS REQUIRED FOR REGISTRATION OF STUDENT PSYCHOLOGIST (PS S)

- i. Must register within four months of starting the M1 programme with the university.
- ii. Original Form 53 PSS duly completed.
- iii. A clear copy of ID document.
- iv. Proof of registration from University as M1 student indicating category of registration and date of enrolment.
- v. Notarized copy of Honours Degree or Form 23 duly completed by university.
- vi. Academic record for Honours (only if Psychology is not stated as field of study on Honours Degree or Form 23).
- vii. The prescribed registration fees as published on the website.

2. REQUIREMENTS FOR REGISTRATION AS AN INTERN PSYCHOLOGIST (PSIN)

i. An original Honours Bachelor's degree certificate (a copy will only be accepted if certified by an attorney in his/her capacity as **Notary Public** and bearing the official stamp.)

Copies certified by a Commissioner of Oaths **will not be accepted.**

ii. An official letter from the University confirming that the applicant has successfully passed an examination at the end of the first year of his/her Masters study confirming the category (i.e., Counselling of the recognised directed Masters degree course for which the student enrolled, confirmed by the Head of Department of Psychology and Registrar Academic).

iii. A copy of the Masters degree certificate (where applicable certified as in 1 above) or Form 23, duly completed.

iv. An original academic record issued by the University where the applicants degree was obtained (if Psychology is not indicated as the field of study on the original degree certificate/Form 23).

v. The prescribed registration fees as published on the website.

vi. A clear copy of identity document.

vii. A copy of the applicant's marriage certificate (should the applicant wish to register in her married surname).

viii. A copy of the certificate as a student with the Health Professions Council of South Africa.

ix. A detailed internship programme compiled according to a time schedule (weekly basis) indicating the percentage of time allocated towards each activity, the client spectrum as well as the different psychological tests which will be used in the case of a training institution not being accredited by the Professional Board for training of intern psychologists.

x. A letter from the supervising senior psychologist, registered in the same category, wherein it is confirmed that he/she would be willing to act as a supervisor for the duration of the internship.

xi. A letter from the training institution consenting to accommodate the candidate as intern for the duration of the internship.

xii. A letter from the supervisor of the Department of Psychology of the University agreeing to act as such for the duration of the internship.

NB: Please note that these letters serve to safeguard the position of the intern psychologist and also ensure that the minimum training criteria is being met.

NB: ** A senior psychologist is a person registered with the Professional Board in the relevant category for a period of at least three years.

NB: ** In order to act as supervisor University, the University must offer recognised Masters training in the applicable category. Registration as a Psychologist can be obtained in one or more categories, namely: Clinical Psychologist, Counselling Psychologist, Educational Psychologist, Industrial Psychologist or Research Psychologist.

3. REQUIREMENTS FOR REGISTRATION AS PSYCHOLOGIST (PS)

- i. Original Form 24 PS and Form 27 PSY duly completed.
- ii. Academic record of Masters (if Psychology is not stated as field of study on original Masters Degree or Form 23).
- iii. Notarized copy of Masters Degree or Form 23 duly completed by university.
- iv. The prescribed registration and pro-rata annual fees.
- v. Form 27 should be verified from Form 77 for the approved internship programme and no alteration may be accepted.

4. PERFORMING OF COMMUNITY SERVICE

- i. Clinical Psychologists are the only category of practitioners registered under the ambit of the Board that are required to perform 12 months compulsory Community Service.
- ii. As from 1 January 2019, Intern Clinical Psychologists will be required to write the National Board Examination prior to commencement with Community Service

5. REQUIREMENTS FOR REGISTRATION OF STUDENT PSYCHOMETRIST (PMTS)

- i. Must register within four months of registering with an accredited university in South Africa.
- ii. Original Form 53 duly completed.
- iii. A clear copy of ID document.
- iv. The prescribed registration fees as published on the website

6. REQUIREMENTS FOR SITTING THE NATIONAL BOARD EXAMINATION FOR PSYCHOMETRISTS (PMT)

- i. An accredited 4- year B Psych or a B Psych equivalent in Psychology accredited by the Board that incorporates an approved 6 month/ or 720-hour face-to-face practicum.
 - ii. Practical hours in the application of Psychometry must be recorded in a logbook and countersigned by the supervisor.
 - iii. Passing the National Board Examination and register as Psychometrist within 2 years after successfully completing a B Psych or a B Psych Equivalent qualification.
- The National Board Examination is conducted annually (first Wednesday of February, June and October of each year). The closing date for the February examination is 15 December, 30 April for the June examination and for the October examination is 31 August annually (No late entries will be accepted). Applicants must pass the Board Examination (70%) to register as a Psychometrist.

7. REQUIREMENTS FOR REGISTRATION AS A PSYCHOMETRIST (PMT)

- i. Original Form 24 PMT duly completed or Form 23.
- ii. A clear copy of ID document.

- iii. Academic record of the B Psych or B Psych Equivalent Degree.
- iv. A copy of B Psych or B Psych Equivalent Degree certified by a Notary Public.
- v. The prescribed registration and pro-rata annual fees as published on the website.
- vi. A letter confirming that the candidate has passed the Board Examination.

8. REQUIREMENTS FOR REGISTRATION OF STUDENT REGISTERED COUNSELLORS (SRC)

- i. Must register within four months of registering with an accredited university in South Africa.
- ii. Original duly completed Form 53.
- iii. A clear copy of ID document.
- iv. The prescribed registration fees as published on the website.

9. REQUIREMENTS FOR REGISTRATION AS REGISTERED COUNSELLORS (PRC)

- i. Form 24 RC duly completed.
 - ii. A letter confirming that the candidate has passed the Board Examination.
 - iii. Copy of the 4 -year bachelor's degree in Psychology or B Psych Equivalent certified by a Notary Public attorney, bearing the official stamp.
- OR
- iv. Form 23 duly completed (only if degree has not been conferred)
 - v. Original academic record (a copy will only be accepted if certified by a Notary Public attorney, bearing the official stamp).
 - vi. The prescribed registration and pro-rata annual fees as published on the website.

10. REQUIREMENTS for application for registration by PERSONS with non-South African (FOREIGN) QUALIFICATIONS

- i. All applications for registration from candidates with a non-South African (Foreign) qualification in the field of psychology have to be considered on an ad hoc basis.
- ii. **Form 91** has to be completed (Annexure A, B and C to be fully completed) and submitted together with the following supporting evidence:
 - a. A certified copy of the applicant's identity document/passport.
 - b. Copies of all degree certificates and transcripts certified by an attorney in his/her capacity as a **NOTARY PUBLIC** and bearing the official stamp and a sworn translation thereof into English) (for practitioners from non-English-speaking countries).
 - c. The calendar of the candidate's educational institution, published in the year in which the candidate commenced his/her studies, indicating the syllabus of the programme completed.
 - d. Supporting evidence – experience obtained, dates, places etc.
 - e. Proof of registration with a foreign professional body/Licensure. Original Letter of Good Standing from the registering authority abroad (not older than 6 months).

- f. Qualification in another language – submit letter from International English Language Testing System. Band score 6 (they can use and understand complex English fairly well,).
- g. Original valid letter of endorsement in support of the application for registration issued by the Foreign Workforce Management Program (FWMP) (Not applicable to SA citizens and Permanent Residents) Contact the National Department of Health on www.health.gov.za/.
- h. SAQA evaluation of qualification (Visit <http://www.saqa.org.za/> to obtain foreign qualification evaluated. Please note that HPCSA requirements and verification is not replaced by the SAQA Certificate of Evaluation).
- i. Proof of payment of a non-refundable administration fee.

FOREIGN QUALIFICATION

Refer applicant to the Manager of the Professional Board for Psychometry for submission of the application to the Board.