

## Graduates completing university studies and registering as interns in medicine, community service, independent practice or supervised practice.

Registration is online. There are no application forms to be completed.

### Training institution obligations

- Universities and other training facilities will submit registration details in respect of students completing their programs of study, to HPCSA, through electronic means. Information provided includes contact mobile number and email, relating to applicants in each discipline.
- Authentication will still be required at the level of Dean and Registrar to confirm that only legitimate graduating students' names are submitted to HPCSA for registration.

### HPCSA obligations

- HPCSA will continuously communicate with applicants through email and/or sms, updating applicants through the registration process.
- HPCSA will make available Call Centre Agents to assist applicants that meet with challenges using the registration portal.
- HPCSA will ensure graduates are registered timeously.
- Registration certificates evidencing the registration will be made available electronically soon after registration process has been completed by the student.
- For interns in medicine, logbooks will be made available to the interns through intern curators at the accredited training facilities.

### Applicant obligations

- Applicant to ensure contact details (email and mobile number) held by, or provided to HPCSA by the university or other training institution are correct.
- No sharing of email or mobile number. The system will reject a mobile or email address that is already registered against a profile.
- **VERY IMPORTANT** – Any practitioner, including students registered with HPCSA, already has a profile that is automatically created for them by HPCSA. There is no need to create a profile on the registration portal.
- Applicant needs to log on to the HPCSA portal using credentials that will be provided to the applicant through email and/or sms. USERNAME is always the applicant's 13-digit ID number. Applicants who do not have an SA ID number use their passport number.
- Applicant to follow directions provided through email and/or sms to confirm personal details and make appropriate declarations pertaining to the application by ticking a box after reading and understanding the application declaration.
- The declaration process referred to above is the only way registration process will proceed as it is the evidence that the applicant is the one requesting to be registered.
- Applicant will proceed with registration process by making payment when prompted to do so. Registration number is generated as soon as payment has been made.
- Where the university or training institution pays registration fees on behalf of the applicant, the applicant still needs to log in and complete the application and make a declaration the registration process to be completed.
- Applicant will download the electronic certificate and electronic practising card.

**Link to portal - <https://hpcsaonline.custhelp.com/>**