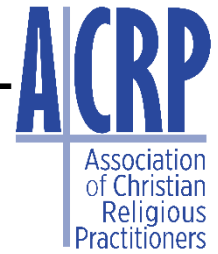




COUNCIL FOR PASTORAL AND SPIRITUAL COUNSELLORS (CPSC)



APPLICATION FORM for ASSOCIATED AFFILIATION (2024)

There are two categories of ASSOCIATED AFFILIATION:

Please clearly indicate (a) or (b) with an "X" in the appropriate box:

(a) The applicant is committed to the CPSC objective but the applicant is not actively involved in any counselling. Pensioners no longer in active practice but still committed to the CPSC objective can also apply for (or change to) this category. No compulsory CPSC CPD points and no scope of practice apply to this category.

(b) The applicant is both qualified for, and actively involved in counselling, but is already registered with a SA statutory council or professional body involved in counselling. The applicant therefore does not need a designation with CPSC as the body/council already registered with provides a registered Scope of Practice. NB: No compulsory CPSC CPD points apply to this category as this applicant will already have to comply with the CPD requirements of the statutory council/professional body that also determines the applicant's scope of practice.

CPSC provides no scope of practice to associated affiliates.

Suitably qualified persons in active pastoral counselling, not registered with another body, should apply for a designated affiliation on the separate CPSC application form for "designated affiliation". This will then be an application for a formal ACRP Designation and CPSC Subcategory based on the applicant's qualifications, supervision hours and practical hours.

- Please complete the form in **BLOCK LETTERS** from pages 2 to 4 with **black ink** (or type) and do not omit any fields.
- The **DECLARATION** and **POPI ACT AGREEMENT** need to be completed and hand-signed before submission.
- **Please submit your fully filled out application form:**
 - * as one **single pdf document**
 - * with all **3 pages (2 – 4)** of the document
 - scanned in portrait format
 - in numerical order
 - facing in the same direction.
- **Please include:**
 - * TWO signed testimonials on formal letterheads
 - * Proof of registration at statutory council/Professional body
 - * A copy of ID document
- **Single pages will not be accepted; the application must be submitted as a single PDF file.**
- **Cellular phone photos of documents cannot be accepted due to quality loss.**
- Please attach **Proof of Payment** of the **total amount** as determined by the application date - see page 5. (R200.00 administration fee plus the Annual CPSC Subscription and ACRP affiliation fee.) The ACRP affiliation fee will be transferred to the central ACRP account by CPSC.
- Incompletely filled out forms or forms without the proof of full payment cannot be processed.
- **Affiliates may only register with ONE ACRP council.**

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THIS PAGE.**

1. PERSONAL DETAILS		Title:	Gender: Male/Female
Surname:	Initials:	Disability: (SAQA Requirement, compulsory)	
Full name(s):	ID number:	Race: (African/Coloured/Indian/White) (SAQA Requirement, compulsory)	
Preferred name:	Date of birth:	Passport number:	
Postal address:	Street address, city, and postal code:		
Postal Code:	Province:	Country:	
Tel no (work):	Tel no (home):		
Fax no:	Cell no:		
Religious affiliation (optional):	E-mail address:		
	Website:		
Highest relevant qualification obtained, date awarded, training institution:	Home language:		
	Other languages:		
<p>Have you ever been under disciplinary action by any professional organization or licensing board? YES _____ NO _____</p> <p>Have you ever had a felony conviction? YES _____ NO _____.</p> <p>If yes for any of the above, provide a brief description of the offence and the action taken.</p>			
2. PRESENT POSITION			
Occupation:			
Description of your work and special field(s) of interest, for example addictions, marriages, trauma, etc.:			
YEARS INVOLVED IN MINISTRY: _____ Years _____ Months.			
(a) Are you actively involved in pastoral counselling? Please indicate clearly with X: YES _____ NO _____			
(b) Are you registered with another professional body and do not need a designation: YES _____ NO _____			
(c) Are you suitably trained in the field of pastoral counselling? Please indicate with X: YES _____ NO _____			
<u>Please read carefully:</u>			
(1) If YES in (a) (b) and (c) no additional compulsory CPSC CPD points will apply.			
(2) If NO in (a) no compulsory CPSC CPD points will apply.			
(3) If YES in (a) NO in (b) but YES in (c), please apply for designated affiliation on the applicable form to obtain an ACRP designation.			
Associated affiliation is then not the correct type of affiliation for you.			

3. REFERENCES

- Provide the name and details of **TWO references** (e.g., pastor, colleagues, study leader or employers) and **attach a signed letter** of reference or testimonial from each **on a formal letterhead**.
- Family members, friends and clients may **not be used as references**.
- **NB: One of the two or both testimonials** should be **less than one year old** and should **reflect your work ethic** if you are involved in counselling in any way or manner.

Name	Address	Tel/Cell no	E-mail address	Nature of relationship

4. PROFESSIONAL BOARDS AND ORGANISATIONS

State the organisations/associations you are affiliated with:
State the statutory council (e.g., HPCSA and SACSSP.) professional body or other institution you are registered with, as well as your registration number(s) and provide proof of registration:

5. DECLARATION

- I, _____, as a Christian counsellor (if actively in practice) share a commitment to Biblical truth and Pastoral excellence, and I am committed both to the integration of Biblical theology with the principles of counselling and to the development of excellence in my own counselling and practice.
- I accept the principles and values of the Association of Christian Religious Practitioners (ACRP) and the Council for Pastoral and Spiritual Counsellors (CPSC), and I understand the responsibilities and obligations of affiliation to ACRP and CPSC.
- I agree to abide by its Code of Ethics and Practice (if applicable), and I will participate in and contribute to the activities of the Council.
- In joining CPSC as an associated affiliate, I accept the responsibility to pay my annual dues to remain in good standing and I undertake to cancel my affiliation in writing when wanting to do so. I understand that I will be liable for the subscription for the year in which the affiliation is cancelled.
- I also understand that officials of CPSC and ACRP will review and act upon this application and I agree to comply with any action that such officials, the Council and its officers and agents may take with such review, and I agree to hold such officials, the Council and its officers and agents harmless with respect to any reasonable action they may take during such review.
- I undertake to keep the CPSC Office informed of any change in my address and/or particulars.
- I hereby declare that the information provided in this form is correct and can be verified on request.

Date: _____ Signature (*not typed*): _____

Submit the completed application form and proof of the full payment as stated in the Fees Table (page 5) to the CPSC Admin Officer Ilse Grünwald by e-mail to admin@cpsc.org.za



**THE COUNCIL FOR PASTORAL
AND SPIRITUAL COUNSELLORS (CPSC)**



email:
admin@cpsc.org.za
☎ 072 705 1183
www.cpsc.org.za

POPI ACT AGREEMENT

I understand and acknowledge that the information provided in this document is provided with consent as per Section 11 of the Protection of Personal Information Act No. 4 of 2013 and may be utilised for any purpose related to the functioning of the organisation.

Furthermore, any information falling within the ambit of Section 28 of the Protection of Personal Information Act No. 4 of 2013 shall not be exempted from processing by virtue of the nature of the organisation and the functions which it conducts.

AGREED ON THE TERMS ABOVE AND SIGNED:

Surname and Name/s:

Signature (*not typed*): Date:



ACRP has been recognized as Professional Body by SAQA
SAQA Registration number PB0000110

FEES 2024

Administration fee -- <i>irrespective of application date.</i> This is added to the annual CPSC Subscription which includes the ACRP Affiliation fee.	R200.00
Total annual subscription for applications received <u>January-March</u> (all inclusive):	R200.00 (administration & application fee) +R385.00 (registration fee) =R585.00
Total annual subscription for applications received <u>April-June</u> (all inclusive):	R200.00 (administration & application fee) +R289.00 (registration fee) =R489.00
Total annual subscription for applications received <u>July-September</u> (all inclusive):	R200.00 (administration & application fee) +R193.00 (registration fee) =R393.00
Total annual subscription for applications received <u>October–December</u> : <i>The 2025 annual fee applies as this will already be a registration valid until 31 December 2025.</i>	R200.00 (administration & application fee) +R400.00 (registration fee) =R600.00

BANKING DETAILS

Bank: Nedbank
Branch: Woodlands
Account holder: CPSC
Account number: 1020501553
Branch code: 136-305

**YOU NEED NOT SCAN, NOR
SUBMIT, THIS PAGE.**

NOTES

- **An EFT is the most desirable method of payment**, if at all possible please use this route.
 - **NB** For correct allocation, please **use your name and surname as reference to beneficiary**.
 - Please also attach a **proof of payment** to your application.
 - Associated Affiliation is valid until **31 December of the year of application** and is calculated pro-rata according to the quarter of application (with the exception of the fourth quarter).
 - Applications received in the fourth quarter will be treated as an **application for the following year** and this affiliation will then only expire on **31 December of that year**.
 - The annual renewal date for CPSC affiliation is **31 December**.
 - Associated Affiliation is renewed by payment of the annual CPSC Subscription which already **includes the ACRP Affiliation fee**.
 - The annual fee for the following years needs to be paid by **31 March at the latest** to remain in good standing according to SAQA legislation and the ACRP financial policy.
 - According to SAQA legislation and the ACRP financial policy the **annual fees may not be in arrears for more than six months** and therefore affiliates must be **suspended if fees are still outstanding on 30 June**.
 - **The ACRP affiliation fee** will be transferred by CPSC to the central ACRP account.
 - The **certificate** issued will be **renewed simultaneously with the annual renewal of affiliation**.
 - Associated Affiliates are **liable for annual subscription of the full year in which they resigned**.
 - It is a SAQA requirement that **personal details are kept updated** to remain in good standing.
- * *Please note that the whole application, preparation and registration process can take between 4 to 6 weeks as applications form part of a sequence and will be processed in the order they were received. Please determine whether your application had been received by CPSC Admin if you have not received response from the Admin office within 7 days.*
- * *NB: As registration with CPSC is handled internally and exclusively by CPSC Admin, any and all questions regarding the CPSC registration process and progress should please be directed to the CPSC Admin office – admin@cpsc.org.za*