



**COUNCIL FOR PASTORAL AND
SPIRITUAL COUNSELLORS (CPSC)
APPLICATION FORM for ASSOCIATED
AFFILIATION (2025)**



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.
*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, who have not registered with another professional body or statutory council, 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, experience, supervision hours and practical hours.

- Please complete the form in BLOCK LETTERS from pages 1 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 4 pages (1 – 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 your 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. (**R250.00 administration fee plus 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.**

1. PERSONAL DETAILS <i>(Please refer to page 4 of the 2025 CPSC Registration and Associated Affiliation General Information and Application Policy Document.)</i>		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:	
Please state: *the highest relevant qualification obtained, *the date awarded, and *the training institution:		Home language:	
		Other languages:	
<u>Please indicate clearly with an X:</u>			
Have you ever been under disciplinary action by any professional organization or licensing board? YES _____ NO _____			
Have you ever had a felony conviction? YES _____ NO _____.			
If "Yes" for any of the above, provide a brief description of the offence and the action taken.			
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			

Please indicate clearly with X (Please refer to page 5 of the 2025 CPSC Registration and Associated Affiliation General Information and Application Policy Document.)

(a) Are you actively involved in pastoral counselling? YES _____ NO _____

(b) Are you registered with another professional/statutory body, and therefore do not need an ACRP designation?
YES _____ NO _____

(c) Are you suitably trained in the field of pastoral counselling? YES _____ NO _____

Please read carefully:

(1) If you answered YES for questions (a), (b) and (c), no additional compulsory CPSC CPD points will apply.

(2) If you answered NO for question (a), no compulsory CPSC CPD points will apply.

(3) If you answered YES for question (a), NO for question (b) and YES for question (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 (Please refer to page 5 of the 2025 CPSC Registration and Associated Affiliation General Information and Application Policy Document.)

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

4. PROFESSIONAL BOARDS AND ORGANISATIONS (Please refer to page 6 of the 2025 CPSC Registration and Associated Affiliation General Information and Application Policy Document.)

State the organisations/associations you are affiliated with:

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



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



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:

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*): _____

Please 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 Grünewald, at admin@cpsc.org.za

FEES 2025:

Administration fee -- <i>irrespective of application date.</i> This is added to the annual CPSC Subscription which includes the ACRP Affiliation fee.	R250.00
Total annual subscription for applications received <u>January - April 2025</u> (1 st 4-month term):	R250.00 (administration & application fee) +R400.00 (registration fee) =R650.00
Total annual subscription for applications received <u>May - August 2025</u> (2 nd 4-month term):	R250.00 (administration & application fee) +R300.00 (registration fee) =R550.00
Total annual subscription for applications received <u>September - December 2025</u> (3 rd 4-month term): <i>This is treated as a 2026 application. The 2026 annual fee will already apply as this registration will be valid from the registration date in 2025 until the 31st of December 2026.</i>	<i>(Fees will be added after the ACRP Financial Committee meeting.)</i>

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.
- 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 term of application (with the exception of the third term).
- Applications received in the third term 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 year 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, all questions regarding the CPSC registration process and progress should please be directed to the CPSC Admin office – admin@cpsc.org.za



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