HOW TO REGISTER

**Please click on the topic link to open detail!**  
[Download the Application Form](http://www.sacpvp.co.za/HowtoRegister.aspx)

[Registration as a Candidate Valuer](http://www.sacpvp.co.za/HowtoRegister.aspx)

The process starts with registration as a Candidate Valuer.   
  
After obtaining the required property valuation qualification based on an accredited valuation programme from a tertiary institution and passing a practical workschool (test of practical knowledge).

[Registration as a Professional Associated Valuer](http://www.sacpvp.co.za/HowtoRegister.aspx)

A candidate must submit his / her record of experience in the valuation work in order to qualify to sit for an admission examination to become a Professional Associated Valuer.

[Registration as a Professional Valuer](http://www.sacpvp.co.za/HowtoRegister.aspx)

For a Professional Associated Valuer to become a Professional Valuer, he / she must have acquired sufficient experience to qualify to write an admission examination for Professional Valuers.

### [Registration of International Qualifications](http://www.sacpvp.co.za/HowtoRegister.aspx)

To be registered as a valuer or an associated valuer, a person from another country who is in possession of a foreign qualification recognized by the Council, shall:

1. Apply to the Council for registration by completing the prescribed application form, giving full details of practical experience of work in property valuation gained in the country of origin;
2. Pay the prescribed registration fee;
3. Gain practical experience of work in property valuation as contemplated in section 20(2)(a)(iii) of the Property Valuers Profession Act, for a minimum period of one year, under supervision of a professional valuer or a professional associated valuer;
4. Notify the Council of the name of the supervisor;
5. Submit a complete record, certified by the supervisor, of the practical experience gained in the Republic;
6. Pass two subjects covering South African property law;
7. Attend the practical workschool presented annually by The South African Institute of Valuers and pass the examination set at the end thereof;
8. Pass the Council's examination for professional valuers or professional associated valuers, as the case may be.

### [Accreditation of educational Institutions](http://www.sacpvp.co.za/HowtoRegister.aspx)

Seven universities and universities of technology programmes have been granted accreditation in terms of the legal requirement of SACPVP.

### [Continuous Professional Development (CPD)](http://www.sacpvp.co.za/HowtoRegister.aspx)

The CET Policy is now in place and from 01 April 2008 professionals have been requested to submit their CET hours for the period 01 April 2007 till 31 March 2008. This is another legislative requirement to ensure that professionals keep up to date with developments in their profession.   
  
CET includes activities such as attending workshops, seminars, conferences, delivering lectures and publishing papers on property valuation topics.   
  
According to this policy, all professionals must submit a minimum of eight hours of professional development annually and forty hours within a cycle of five years (till 31 March 2012) in order to stay registered with the Council. This requirement does not affect candidate valuers.

[Continuing Education and Training (CET)](http://www.sacpvp.co.za/HowtoRegister.aspx)

**A.  EDUCATION/ TRAINING**  
  
Subject to proof:

* 8 hours per subject enrolled for;
* 4 hours per class attendance and/ or assignments;
* 4 hours for examination/s;
* 40 hours for 1 year certificate obtained;
* 40 hours maximum for each year of studies.
* 40 hours for a one week course provided the professional passed the exams at the end of the course;
* 32 hours for a one week course if there was no examination or the professional failed the examination/s at the end of the course.  8 hours will be added should s/he pass the examination at a later date.

**B.  CONFERENCES/ SEMINARS/ WORKSHOPS**

* 8 hours for a 1 day conference/ seminar/ workshop with dinner/ cocktail;
* 6 hours for a 1 day conference/ seminar without dinner/ cocktail;
* 12 hours for a 2 day conference with dinner/ cocktail;
* 10 hours for a 2 day conference without dinner/ cocktail
* 16 hours for a 3 day conference.

 2-4 hours for watching 1-3 day conference DVD, respectively.

### [Current Fees](http://www.sacpvp.co.za/HowtoRegister.aspx)

Consult Registrar for CET hours for attendance of valuation appeal boards and any other activity.