

Registration requirements: Student Educators



To assist Student Teachers to Access online portal and register

THIS PORTAL IS ONLY FOR FIRST TIME APPLICANTS !

UPDATES/RENEWALS OR ANY CHANGES CAN BE DONE AT THE SACE OFFICE/ VIA POST



ONLINE APPLICATION PROCESS

PROFESIONAL DEVELOPMENT, INCULCATION OF A CODE OF ETHICS.

IMPORTANT INFORMATION BEFORE YOU REGISTER ONLINE:



- SACE online application is accessed from the e-services portal
- An email address and cell phone number is needed to register online
- All documentation must be saved in PDF
- if paying with EFT or at the bank, proof of payment must be attached - Also saved in PDF
- Note that you can choose to pay with a credit/debit card at the end of the process (online)
- ALL your documents must be certified
- Certification must have a date stamp and the date be less than three months at the time of submission to SACE

DOCUMENTS REQUIRED TO APPLY ONLINE - PROVISIONAL REGISTRATION

PROVISIONAL REGISTRATION - STUDENT TEACHERS

1	Certified Copy of ID	Green barcoded ID book, IF using smart card ID - both sides of the card ID is required
2	NQF Level 4 Qualification	UMALUSI, College, NSC, Vocational, SC
3	Police Clearance Certificate	The Police Clearance Certificate must be verifiable on the SAPS or AFISWITCH website and not be older than six months at the time of submission to SACE.
4	Current Proof of Registration from the Higher Education Institution (HEI) and the academic record post 1 st year of study	Proof of enrollment should indicate that the student is enrolled for the academic year and state the name of programme. Both proof of enrollment and academic record must be on the University letter head and have an official University stamp.

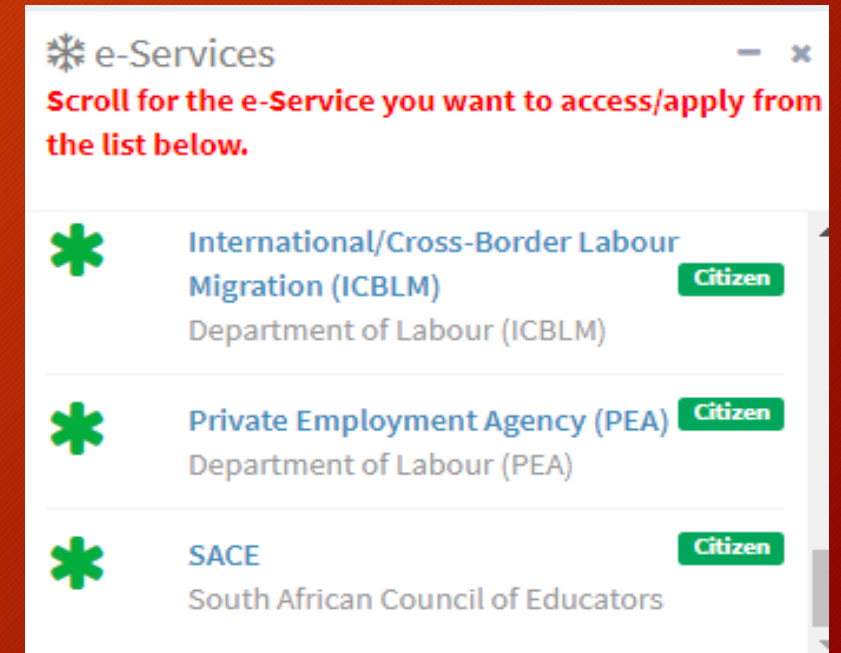
IF studying towards PGCE the following additional documents

1	Current Proof of Registration for PGCE and the academic record post 1 st year of study	Should indicate that the student is enrolled for the academic year and state name of programme. Both the proof of enrollment and academic record should be on the university letter head and have an official University stamp.
2	Initial Qualifications together with a complete Academic Record	A graduation certificate and a complete academic record, indicating that the qualification has been completed. The academic record must be on the University letter head and have an official University stamp.

STEPS FOR REGISTERING AN ONLINE ACCOUNT- THE PORTAL WILL TAKE YOU THROUGH THE FOLLOWING STEPS



REMEMBER - THIS IS ONLY THE REGISTRATION PROCESS - DO NOT FORGET TO LOG IN AGAIN AND APPLY FOR SACE!!



Three easy steps to register and then apply online with **SACE** application



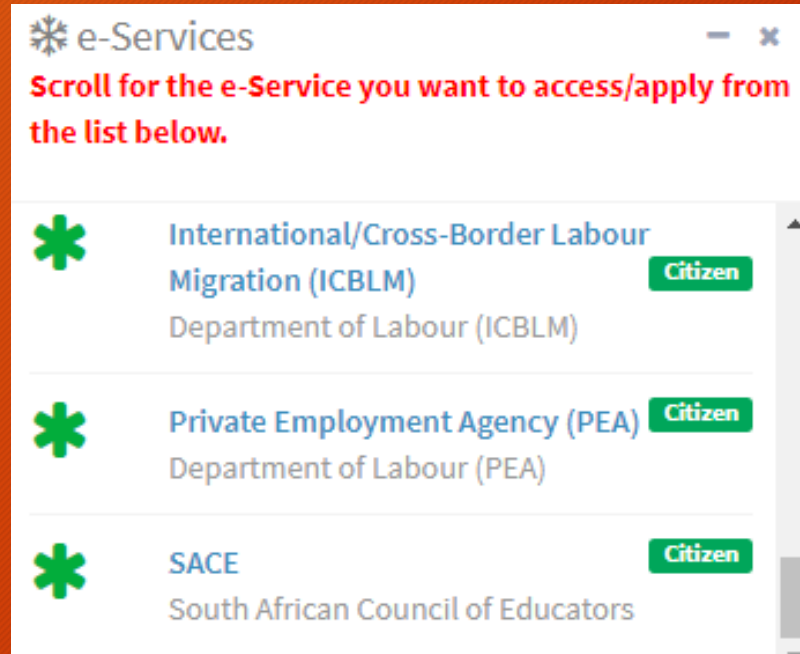
NOTICE! If paying via EFT/Bank deposit please make sure that you make payment first as you will have to scan a copy of proof of payment together with all other copies of the supporting documents. All copies must be certified as uncertified documents will be rejected Do not start the application process unless you have all the supporting documents in electronic format (only PDF format) and proof of payment.



ADDITIONAL DOCUMENTATION REQUIRED: MANAGE APPLICATION




1.
www.eservices.gov.za

2.
Login with your
username and
password that you
have created



e-Services

Scroll for the e-Service you want to access/apply from the list below.

	International/Cross-Border Labour Migration (ICBLM) Department of Labour (ICBLM)	Citizen
	Private Employment Agency (PEA) Department of Labour (PEA)	Citizen
	SACE South African Council of Educators	Citizen

CHOOSE SACE FROM
DASHBOARD AND
START UPLOADING
THE REQUIRED
DOCUMENTS

FAQ, HOW IT WORKS AND HELP BUTTONS AVAILABLE



SOUTH AFRICAN COUNCIL
FOR EDUCATORS

https://www.eservices.gov.za/tonkana/dashboard/home.jsf



 Citizen

 Government

 Business

 Open Data

SITA SOC

Home

e-Services

How it works

FAQ

Help

Jobs

Links

Contacts

Search e-Government portal

Thank you



All registration related queries must be forwarded to
registration@sace.org.za