

## GENERAL INFORMATION FOR THE PROFESSIONAL PRACTICE EXAMINATION

### DATES:

The next Professional Practice Examination will be written on 17 March 2010. Applications to register for the examinations must reach our offices no later than 24 February 2010.

Submissions received after the cut off date will under no circumstances be accepted and will result in the applicant not being allowed to write the examination.

### EXAMINATION FEE:

For Applicants writing in South Africa: **R1 505.00 (R1 320.00 + R185.00 VAT)**

For Applicants writing outside South Africa: **R3 135.00 (R2 750.00 + R385.00 VAT)**

No cash or cheque payments will be accepted. Kindly pay the examination fee into our banking account (details on application form) and submit proof of payment with your application. No application will be considered without proof of payment.

**Applications must be sent to the following telefax number or e-mail address only:**

**Telefax: 086 637 4173**

**E-mail: [registrationqa@sacapsa.com](mailto:registrationqa@sacapsa.com)**

Proof of payment must accompany the application form.

Should an applicant wish to cancel his application to write the exam, or not attend the examination, he/she will not be entitled to a refund of the Examination fee. The fee will only be carried forward to the following examination if an applicant can provide SACAP with a doctor's certificate to the effect that he/she was unable to write the examination on the set date.

### EXAMINATION PAPERS:

The examination will consist of **two** three-hour papers:

1. The first paper will deal with –
  - The Architectural Professional as Practitioner, and
  - Architectural Service to the Client.***This is a closed book paper.***
2. The second paper will deal with –
  - Construction Law and Building Contracts,
  - The Resolution of Building Disputes***Although this will be an open book paper, only the publications listed in the Recommended Reading will be allowed for reference.***

### GENERAL:

Applicants who are registered as Candidates must ensure that their monthly training records are completed and reach us by no later than the 10<sup>th</sup> of every month. Examination applications will not be accepted if a minimum of 50% of the experience requirements has not been met, particularly with regard to experience in tenders, contracts, inspection and administration.

Persons registered as Professional Architectural Draughtspersons, Professional Architectural Technologists and Professional Senior Architectural Technologists, who wish to apply for re-grading to a higher category, must apply for and pass the Professional Practice Examination.

In addition SACAP has a Recognition of Prior Learning (RPL) process which could be used by appropriately competent persons to advance from one category to another, in conjunction with the Professional Practice Examination. Please refer to the heading "RPL Assessment Manual" on our website ([www.sacapsa.com](http://www.sacapsa.com)).