



SOUTH AFRICAN COUNCIL FOR THE LANDSCAPE ARCHITECTURAL PROFESSION

P.O. BOX 868 Ferndale 2160

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REGISTRATION BY REVIEW WITH THE SOUTH AFRICAN COUNCIL FOR THE LANDSCAPE ARCHITECTURAL PROFESSION



1. ELIGIBILITY FOR REGISTRATION BY REVIEW

To Register by Review is not an automatic alternative to registering by exam – it is a remedial action for people who should have registered pre 1994 i.e. pre BOCLA exam.

Landscape Architects graduating from 1995 who worked a minimum of 2 years under a mentor were able to write the BOCLA exam. Similarly Landscape Technologists, Landscape Technicians and Landscape Assistants graduating from 2000 were able to register with SACLAP and write the respective registration examinations.

Prior to 1995, the requirement to register with ILASA was voluntary and the process was by peer review. If successful, interviewees became professional members of ILASA.

The professional members of ILASA became registered members of BOCLA, and subsequently SACLAP, in 1994 and 2000 respectively. Those Landscape Architects who graduated pre 1994, and who did not register voluntarily with ILASA at that stage are eligible to register by review.

Similarly, Landscape Technologists, Landscape Technicians and Landscape Assistants who graduated prior to 2000 are eligible to register by review.

The registration process and requirements which have to be complied with in order to become registered either as a Professional Landscape Architect or Professional Landscape Technologist are as follows:

2. PROCESS FOR REGISTRATION BY REVIEW

2.1 Complete the **application form** that is found on the website and return a completed copy to the Secretariat (details are stated below).

2.2 The following documents must be submitted with the application form:

2.2.1 A certified copy of your **qualification certificate(s)**;

2.2.2 A detailed **Curriculum vitae**;

2.2.3 A **Portfolio of Work** completed as proof of competency of your desired status;

2.2.4 A **Log Book** detailing the work undertaken in the five or seven year training period is to be included;

2.2.5 A **Letter of motivation** – the applicant must motivate why they should be considered for registration by review.

- 2.3 A once off administration fee is levied of R1250.00. The proof of payment is to accompany the application form. (See payment method below)

Please send all the above to:

The South African Council for the Landscape Architectural Profession
The Secretariat
P.O. Box 868
Ferndale
2160

- 2.4 The Registration Committee will assess the application and will **interview** the applicant.
- 2.5 The person will thereafter be informed if their application is successful in which case they will be registered a Professional Landscape Architect or Professional Landscape Technologist. If the applicant is unsuccessful, they will be informed of a suggested "way forward."

3. REGISTRATION WITH SACLAP

- 3.1 If the outcome of your assessment is favorable you would be entitled to register as a professional and put the correct abbreviation after your name.
- 3.2 You will receive a registration number and a certificate.
- 3.3 An annual registration fee will be due. The fees are currently:
- | | |
|-------------------------------------|----------|
| Professional Landscape Architect | R1153.00 |
| Professional Landscape Technologist | R1038.00 |
| Professional Landscape Technician | R935.00 |
| Professional Landscape Assistant | R841.50 |
- A CBE levy of R48.00 will be added to the SACLAP fee.
- 3.4 Your name will be placed on the official register of SACLAP that is published on the website and made available to the Industry.
- 3.5 Your name may be removed from the register in terms of the Act due to non payment of fees or due to poor conduct or negligence.
- 3.6 Furthermore, as of the date of registration the registered professional is responsible for ensuring adherence to the Continued Professional Development system that is in place. Details are on the website.

METHODS OF PAYMENT

Direct Bank Payment

Bank: NEDBANK

Branch Code: Parktown 19440560

Account Name: THE SOUTH AFRICAN COUNCIL FOR THE LANDSCAPE ARCHITECTURAL PROFESSION

Account Number: 1944033351

Please fax (011 789 1385) a copy of the deposit transaction to Secretariat, clearly indicating what you are paying for.