

Request for a letter of Good Standing

<p>1. <u>SACE Application form (downloaded from www.sace.org.za under registration)</u></p> <ul style="list-style-type: none">• Completed on both side• Signed and dated• Form 8
<p>2. A formal request, indicating the reasons for requesting a letter of good standing</p>
<p>3. <u>Identity Document</u></p> <ul style="list-style-type: none">• South African ID copy, indicating SA citizen (both side of the card if it is a smart ID card)
<p>4. <u>Proof of Payment:</u></p> <ul style="list-style-type: none">• R400.00• SACE annual fees must be up to date.• The letter will not be issued if there are any outstanding annual fees. Go to www.sace.org.za, click on pay here to see how much you owe on annual fee. You can make payment for both annual fee and the R400 request fee.• go to www.sace.org.za and click on pay here to make a payment• The email received from SACE must be attached as proof of payment.• Alternatively, you can pay at the bank or via EFT and attach proof of payment with your request• SACE banking details can be found on the SACE website.
<p>5. A certified copy of a valid South African Police clearance certificate from SAPS</p> <ul style="list-style-type: none">• The PCC must not be older than six months or less at the time of request <p>NB: Only Police clearance certificate from SAPS will be accepted (Not from Afiswitch or any other service provider)</p>
<p>6. A current testimonial letter from a school in South Africa (Not older that 3 months)</p> <ul style="list-style-type: none">• The letter must not be older than three months at the time of submission to SACE.• The letter must be on the school's letter head, dated, signed and stamped.• The letter of Good Standing will not be issued to teachers who never thought in South Africa or did not teach in SA for a period of one year or more
<p>7. The letter will be issued within 30 days of request</p>
<p>All enquiries regarding letter of Good Standing must be forwarded solomonm@sace.org.za/ Lesego.lephadi@sace.org.za</p>