



SOUTH AFRICAN COUNCIL FOR SOCIAL SERVICE PROFESSIONS

GENERAL NOTICE 14 of 2025

REF: 3/7/6/1/15

28 October 2025

NOTICE TO:

1. All social workers, social auxiliary workers, student social workers, student social auxiliary workers, child and youth care workers, auxiliary child and youth care workers, student child and youth care workers and student auxiliary child and youth care workers
2. Training institutions providing qualifications in social work, social auxiliary work, child and youth care work and auxiliary child and youth care work
3. Employers of social service professionals

SACSSP ROLLING OUT PROVINCIAL WEBINARS ON THE NEW ONLINE REGISTRATION SYSTEM

1. The South African Council for Social Service Professions (SACSSP) launched its *New Online Registration System* on **17 October 2025**.
2. Over **18,000 registrants** have been successfully migrated into the new system and are receiving login credentials via emails they provided during the completion of the Google Form or the Microsoft Form.
3. The next batch of registrants will be migrated on **31st October 2025**.
4. A [User Manual and Reference Guide](#) is available on the SACSSP website to assist registrants to navigate the system.
5. ***The Microsoft Form Requirement:***
 - 5.1 All registered *social service professionals and students* who have not completed the Google Form or the Microsoft Form must complete the Microsoft Form. The *Microsoft Form* is available on this link: <https://forms.office.com/r/gxzwVkt2wz>.
 - 5.2 ***Completion of the Microsoft Form is compulsory*** for the purpose of migration of registrants' profiles into the new system where they will be able to access invoices for the payment of annual fees for **2026/2027 financial year** with effect from **1 December 2025** followed by the issuing of digital practice cards. The SACSSP is moving away from manual generation of invoices and practice cards.
 - 5.3 Kindly note that the deadline for the completion of the Microsoft form is **30 November 2025**. Those who fail to meet the deadline, will have to go through the application process for migration of their profiles into the new system. The implications with this latter process is that those who will be affected will hamper the process to receive practice cards on time. We call upon on all social service professionals to respond to the last call to complete the Microsoft form.
6. ***New applications to register with the SACSSP:***

- 6.1 First-time applicants should register via the SACSSP website [Sign Up](#) | [South African Council for Social Service Professions - SACSSP on Glue Up](#) (www.sacssp.co.za) or the SACSSP Mobile App.
- 6.2 Please make sure that you have all the required documents ready and certified before starting with the online application.
- 6.3 Persons who have already submitted their registration applications by 17th October 2025 do not need to apply again. Manual applications submitted by 17th October 2025 will be processed, and applicants will receive email notifications to access their profiles.

7. **Provincial Webinars on the new online registration system**

- 7.1 The SACSSP will be conducting a series of webinars on the new online registration system as follows:

Province	Date	Time	Microsoft Teams link
Eastern Cape	31 October 2025	09h00-12h00	Join the meeting now
Free State	05 November 2025	09h00-12h00	Join the meeting now
Gauteng	07 November 2025	09h00-12h00	Join the meeting now
KwaZulu Natal	12 November 2025	09h00-12h00	Join the meeting now
Limpopo	14 November 2025	09h00-12h00	Join the meeting now
Mpumalanga	19 November 2025	09h00-12h00	Join the meeting now
Northern Cape	21 November 2025	09h00-12h00	Join the meeting now
North West	26 November 2025	09h00-12h00	Join the meeting now
Western Cape	28 November 2025	09h00-12h00	Join the meeting now

- 7.2 Kindly note that the planned Webinars are posted on the website (www.sacssp.co.za) under **News and Events** tab. Social service professionals are encouraged to visit the website and register for attendance and get an experience of utilizing the new website.
- 7.3 The SACSSP will also provide one-on-one ICT support to registrants who might be struggling to either complete the Microsoft Form or to access their profiles after each Webinar session. Registrants who might experienced challenges are advised to remain and receive the necessary support.

8. **Employers and higher education and training institutions**

- 8.1 *Employers* of social service professionals are requested to:
 - (a) take note of this *General Notice 14 of 2025* and to bring the content thereof to the attention of all social workers, social auxiliary workers, child and youth care workers and auxiliary child and youth care workers, and encourage them to complete the online Microsoft Form; and
 - (b) to organise sessions and invite the SACSSP to do a presentation on the new online registration system.
- 8.2 *Training institutions* are requested to bring the content of *General Notice 14 of 2025* to the attention of all student social workers, student social auxiliary workers, student child and youth care workers and student auxiliary child and youth care workers and encourage them to complete the online *Microsoft Form*.

9. For queries, email: communications@sacssp.co.za

ISSUED BY: REGISTRAR, Mr Hitler Sekhitla