



# ONLINE REGISTRATION

## Pharmacy Technician (PT) Student to Trainee

Welcome to the South African Pharmacy Council

### Quick Links

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Registered persons click here

Provider/Organisation Login

Statistics

SAPC Register - Click here to search

PT student login on [www.sapc.za.org](http://www.sapc.za.org)

Choose Trainee Application

Select EFT/Bank Deposit/ Credit Card

Enter name of Pharmacy & start date

System validates Pharmacy information

System checks tutor validity

Select Tutor and submit

Upload documentary evidence

Complete declaration

**Credit Card Payment**  
Process is faster with immediate payment confirmation from the financial institution

**EFT/Direct Deposit**  
Process takes longer - payment first needs to be manually verified with financial institution

System sends tutor notification

System sends trainee notification & case number

Tutor login on secure site on [www.sapc.za.org](http://www.sapc.za.org)

Tutor goes to link to reject or accept

System sends trainee notification

Tutor rejects

Tutor accept

End of process



Process is completed

## Online Registration as a Trainee

Please note:

1. New trainee application should be submitted online as soon as you receive sms confirmation that you are released.
2. You will need access to the internet
3. Go to [www.sapc.za.org](http://www.sapc.za.org)
4. Go to **“Registered persons click here”**
5. Go to **“Request a password”** if you do not have a password or have forgotten your password
6. Go to **“Registered persons click here”**
7. Login with your P-number; ID number and Password
8. Have the following ready to upload as PDF documents with your application
  - (a) Y-number of the facility where you are going to do your traineeship (follow this [link](http://www.sapc.za.org/B_Regs4_RegsOrgan.asp) [http://www.sapc.za.org/B\\_Regs4\\_RegsOrgan.asp](http://www.sapc.za.org/B_Regs4_RegsOrgan.asp) to utilise the search functionality on the council’s website)
  - (b) Copy original signed SAPC traineeship contract entered into by and between yourself and the tutor
    - (i) Certified copy of your advanced certificate (if already issued by the university) qualification in pharmacy (BPharm)
9. Registration fee: R972.37 (VAT incl).  
**Please note: Credit Card payments are processed faster than EFT/Bank Deposit payments**