

Zander Lategan

From: Zander Lategan
Sent: Monday, 22 September 2025 3:19 PM
Subject: 2025 APC Exam Registration
Attachments: APC 2025 - Registration Comms .pdf; How-to-Register-for-APC-Step-by-Step-Guide.pdf



22 September 2025

Dear Training Officers and Training Office Administrators,

Kindly note that the **registration for the 2025 APC examination opened on 18 September 2025**. Candidates should register on the SAICA Portal (my.saica.co.za) for the exam.

Please encourage your candidates to **register as soon as possible** (even if they are still awaiting results or need to write the supplementary exam) to ensure they secure a space at their preferred venue as availability is limited at certain locations. **If candidates are unsuccessful in the Professional Programme, SAICA will cancel their registration at no cost.**

If they experience any issues or have any queries, please advise candidates to contact us at support@saica.co.za.

TCMS CONTRACT

Candidates must ensure that their Training Contracts reflect at least 20 months on TCMS. If a candidate has not yet reached the 20-month mark, they must ensure that they will **have completed 20 months of their contract by 2 December 2025**. If this requirement is not met, candidates are advised to engage with their Training Officer or Training Office Administrator as soon as possible to resolve the matter.

REQUESTS

Please advise your trainees that requests for cancellation of registration, venue changes and loan laptop requests need to be logged under the **Requests** tile on the portal or by logging into the portal and then navigating to the following link: <https://my.saica.co.za/Exam/Requests/>.

GUIDANCE DOCUMENT

You can share the attached step-by-step guidance document with your candidates on how to register for the exam.

CLOSING DATE

The **closing date** for the APC registration is on **3 November 2025**.

LATE REGISTRATION

A late registration penalty will be payable and **no requests for registration will be accepted after 7 November 2025**.

INCORRECT RESPONSE TO QUESTIONS DURING REGISTRATION

- Once candidates respond to the registration questions and click submit, the SAICA Exams Department **cannot amend nor alter any of the responses**.
- Please advise your candidates to **carefully read** and understand the registration questions before responding.
- Please note that candidates will also not be able to re-register.

Kind regards,
Training Office Team

