SOUTH AFRICAN
COUNCIL FOR SOCIAL SERVICE PROFESSIONS

GENERAL NOTICE 3 of 2026

REF: 3/7/6/1/3   9 February 2026

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
4. New applicants

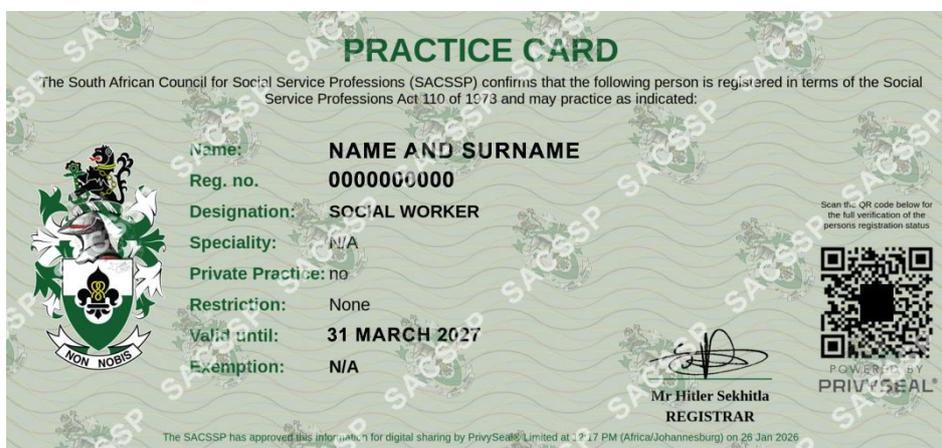## INTRODUCTION OF DIGITAL PRACTICE CARDS EFFECTIVE 9 FEBRUARY 2026

As part of the South African Council for Social Service Professions (SACSSP)'s commitment to digital transformation and enhanced regulatory compliance, we are pleased to announce the transition from traditional paper-based practice cards to *digital practice cards*, effective 09 February 2026.

1   **Why the move to Digital Practice Cards?**

    1.1   This digital upgrade forms part of the SACSSP's broader strategy to:

        (a)   Automate registration processes.

        (b)   Improve real-time verification of professional registration.

        (c)   Prevent fraud by eliminating outdated or falsified practice cards.

        (d)   Enhance data security and privacy for registered persons

2.   **What you need to know**

    2.1 **Features of the new digital practice card**:

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(012) 356 8300   www.sacssp.co.za   communications@sacssp.co.za

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2.1.1 **The new digital practice card comes with following essential features**:

(a)   Speciality field: to indicate whether a social worker is registered for speciality or not.

(b)   Private practice field: to indicate whether a social worker or a child and youth care worker is operating a private practice.

(c)   Restriction field: to indicate the requirement where a registered person is required to work under the supervision of a registered person.

(d)   Valid until:

(e)   Exemption field: to indicate when a registered person is exempted from paying the annual fee.

(f)   QR Code: the new practice card is a live document and provide real time information about the registration status of a person. When you scan a live practice card, it will produce a confirmation of registration letter. If the practice card is fraudulent or the holder of the practice card is deregistered a message will appear indicating that the name of the person does not exist or that the practice card is not active.

2.2   Issuance of Digital Certificates and Practice Cards

2.2.1   **Category 1:**   First-time applicants on the GlueUp system:

2.2.1.1 Persons registered on the new online registration system including student categories since October henceforth, will be:

(a) issued with a digital registration certificate, a seal and a practice card.

(b) allocated new registration numbers (GlueUp membership ID number). The registration number will have a prefix to be used for the purpose of distinguishing professional categories. For ease of reference, the prefixes per professional category are as follows:

- Social worker = 10
- Student social worker = 40
- Social auxiliary worker = 50
- Student social auxiliary worker =30
- Child and youth care worker = 70
- Student Child and youth care worker = 20
- Auxiliary child and youth care worker = 90
- Student auxiliary child and youth care worker = 80

2.2.2   **Category 2:**   Persons migrated into the new online registration system

2.2.2.1   Persons registered with the SACSSP prior to the introduction of the new online registration system (prior to 17 October 2025) will:

(a) be issued the new digital practice cards upon payment of the ***annual fee for 2026/2027*** financial year.

(b) retain their registration certificates and registration number, until further notice.

2.2.2.2 Social workers registered for a speciality in terms of section 17 of the Social Service Professions Act, 110 of 1978 and those who are in private practice (part-time of full-time) must ensure that their profiles are updated, so that their practice cards can reflect accurate information, as outlined in paragraph 2.1.1 above.

2.3 **How to access a digital registration certificate, digital practice card and a seal**

2.3.1 Digital certificates, seals and practice cards will be accessible through registrants' Membership profiles on Glue Up. All Social Service Professionals must have a Glue Up account to access certificates, seals and practice cards.

2.3.2 Registrants who were registered with the SACSSP prior to 17th October 2025 and need assistance to migrate their profiles into the new system or have not received welcome emails or invoices to pay the annual fee for 2026/2027 financial year should direct their enquiries to Agent3@sacssp.co.za

3. **Methods of payment of registration fee and annual fees and submission of proof payments**

3.1 The new online registration makes provision for online payment and EFT. Applicants and registrants are encouraged to use the online payment method, which will enable their registration to be activated immediately, without human intervention. The system is safe to use. EFT payment can be used. However, it takes time to capture those payments resulting in the delay for registrants to receive registration certificates and practice cards.

3.2 First time applicants who use EFT payment must submit proof of payments via email to: CarolineC@sacssp.co.za

3.3 Registrants who are paying the annual fee for 2026/2027 financial year must submit proof of payments via email to: payments@sacssp.co.za

4. **Guidelines for Completing Online Registration Forms and Uploading Supporting Documents**

4.1 **Observed Challenges**

We have noted that some applicants submit incomplete forms or uncertified documents. To maintain integrity and prevent delays, please follow the instructions below carefully:

4.1.1 **Who should apply using the new online registration system**

4.1.1.1 Any person who want to register for the first time as a student social worker, social worker, student social auxiliary worker, social auxiliary worker, student child and youth care worker, child and youth care worker, student auxiliary child and youth care worker.

4.1.1.2 Persons who registered with the SACSSP prior to 17th October 2025 should not apply on the system. They should follow the process outlined in paragraph 2.3.2 above.

4.1.2 **Completion of Online Registration Application Form or updating a profile**

(a) Ensure that your full names are exactly as they appear on your official Identity Document (ID).

(b) First name is your full name(s) as they appear on the ID. Last name is your surname.

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(c) All mandatory fields must be completed.

4.1.3 Submission of Certified Documents

(a) Applicants must upload **certified copies** of all required documents.

(b) Certification must be carried out only by a **Commissioner of Oaths**.

(c) Documents not certified or certified by unauthorized persons will not be accepted and will result in your application being declined.

5. Workshop on the new online registration system

5.1 The SACSSP is hosting a series of provincial webinars to support the transition to the *new online registration system.* These sessions started on 21 January 2026 from 09h00 to 12h00. The sessions will run until 27 February 2026.

5.2 The purpose of these webinars is to provide information to current and prospective social service professionals and employers of social service professionals on the new online registration system.

5.3 Applicants, Social Service Professionals, employers of Social Service Professionals and training providers are encouraged to attend. Please visit our website to register for one of the sessions.

5.4 A User Manual and Reference Guide is available on the SACSSP website to assist registrants to navigate the system. Kindly download the manual/ guide and consult it before the webinar.

5.5 The SACSSP remains committed to supporting registrants through this transition and strengthening trust in the profession.

ISSUED BY: REGISTRAR, Mr Hitler Sekhitla