

ACRP

Association of Christian
Religious Practitioners



PO Box 12424
Queenswood
0121

E-mail: acrp@acrpafrica.co.za
Website: www.acrpafrica.co.za
Cell: 073 557 4716
065 214 1536

Reg No: NPC 2015 / 319357 / 08

ACRP is a professional body recognised by SAQA in terms of the section 13 (1)(i)(ii) of the National Qualifications Framework Act 67 of 2008 - SAQA Reg No.: PB 0000110

COUNCIL FOR MINISTRY TRAINING PRACTITIONERS (CMTP)
COUNCIL FOR GENERAL MINISTRY PRACTITIONERS (CGMP)

**APPLICATION FOR
RECOGNITION OF PRIOR
LEARNING (RPL)
TOWARDS A PROFESSIONAL DESIGNATION**

INTRODUCTION

Please read this first before starting with the RPL application

Recognition of Prior Learning (RPL) towards a professional designation is a process provided for in terms of the National Qualifications Framework Act, 67 of 2008. It creates a way in which a person who does not hold the relevant SAQA accredited or SAQA recognised qualification which is required by SAQA for a professional designation, but who has years of ministry experience together with the relevant knowledge and skills, to apply for such designation. To apply for RPL towards an ACRP designation, the applicant must first have completed the general ACRP application form (available from the ACRP website, <https://www.acrpafrica.co.za>). After completing the general application form, this RPL form must be completed as well and be submitted together with the attachments as indicated in the form. The table in Annexure 1 which indicates the years of experience that are related to the different designations must be read together with this application form.

The RPL process consists of the following components:

- The applicant completes and submits this RPL application with the required annexures. The application covers the components as prescribed by SAQA, which in addition to the identifying information includes (a) a history of work experience in accordance with the scope of practice which applies to the designation applied for; (b) an overview of SAQA accredited as well as non-accredited training received; (c) examples of ministry outputs and proof of the understanding of the ministry environment (or a “competence test”). The RPL application form together with the initial ACRP affiliation form will form the RPL Portfolio of Evidence (PoE).
- An ACRP administrator checks the PoE for completeness. Should there be any outstanding information the applicant will be requested to provide what is missing. Fully completed applications are then referred to an evaluator.
- An ACRP accredited evaluator assesses the PoE for evidence of adequate knowledge, skills and experience in accordance with the scope of practice for the relevant designation. If the application is in order, the evaluator will recommend that the designation applied for be awarded. Should the evaluator find insufficiencies, he/she will recommend one of the following: (a) that the designation be awarded with a recommendation for specific CPD / bridging / refresher courses to be completed by the applicant after having received the designation; (b) that the designation be awarded only after successful completion of one or more ACRP accredited CPD / bridging / refresher courses, as identified by the evaluator; (c) that a different designation be awarded, with or without further recommendations or requirements on CPD or bridging / refresher courses; (d) that no designation be awarded, with recommendations on what to be done towards a successful re-application; or (d) other relevant steps.
- The recommendation of the evaluator is then submitted to the ACRP Registration Committee in the prescribed format. The Committee may approve the recommendations, with or without an amendment. If needed the application may be referred back to the evaluator for further attention.
- Upon approval of the recommendation by the Registration Committee, the applicant will be informed of the outcome of the application, together with one of the following: (a) the designation certificate, with or without further recommendations; (b) a notice of additional action required from the applicant, with time lines.
- If a notice of additional action required from the applicant is issued, the applicant should re-submit the application in the manner indicated, preferably within the time-lines indicated in the note.
- All ACRP affiliates are required to participate in a ACRP accredited Continued Professional Development (CPD) programme. ACRP accredited CPD programmes are listed on the ACRP website (<https://www.acrpafrica.co.za>). Affiliates who are awarded a designation through RPL are strongly advised to participate in a **structured CPD programme**¹. See ACRP’s CPD guidelines – available from the website.

Note: Please read the ACRP general information document as well as Annexure 1 of this application form before commencing with the RPL application.

Note: After completing this RPL form, please email the form as well as your CV and your attachments (ministry outputs) to Andrea Leipoldt at acrp@acrpafrica.co.za.

¹A structured CPD programme is aligned with the curriculum of a qualification recognised by SAQA for a designation. It is recommended that the person who was awarded the designation through RPL will do a structured CPD programme that will lead to a higher level of designation. The person who was awarded the designation through RPL could also consider to enroll for the full qualification, which will then be recognised as CPD.

1. PERSONAL INFORMATION

ACRP Reg No (if it was already awarded to the applicant):

Id No (if non-South African: Passport No):.....

Surname:.....Initials:.....Title:.....

Full names:.....Preferred name:.....

Surname:

Home address:.....

.....

Postal address:.....

.....Postal code:.....

Cell phone no:.....e-Mail:.....

2. REGISTRATION CATEGORY APPLIED FOR

Please indicate which of the registration categories you are applying for.

Please note: Applicants are requested to evaluate their own position in accordance with the information in Annexure 1 (which is based on SAQA requirements) and indicate which of the registration categories they believe to be relevant for the application. The ACRP evaluation team will evaluate the application in terms of the requirements and give a final confirmation of the level of registration.

Mark with X	Registration category
	Religious Practitioner (1st level of designation)
	Advanced Religious Practitioner (2nd level of designation)
	Religious Professional (3rd level of designation)
	Religious Specialist (4th level of designation)

3. CURRICULUM VITAE

Please complete the following *curriculum vitae* form (summarised history of your ministry career)

3.1 Your highest qualification in ministry or theology (SAQA accredited or non-SAQA accredited)

Name of qualification: Year when received:

Institution that awarded the qualification:

If the qualification is not SAQA accredited or SAQA recognized, do you know if it has been accredited by another accreditation organisation? [Yes] [No].

If your answer is "yes", please tell by which organization it has been accredited:

.....

3.3 Your highest non-ministry qualification which is “ministry relevant”

Note: “Ministry relevant non-ministry qualification” means: *although this is not a ministry or theology qualification, the qualification assists you with your ministry work.* The following are accepted by ACRP as “ministry relevant non-ministry qualifications”: *education, psychology, social work, occupational therapy, business administration, public administration.* If you have another non-ministry qualification which you feel is ministry relevant, please write a short (approximately one page) motivation of why you see it as ministry relevant – and add your motivation as an annexure to this RPL application.)

Name of qualification: Year when received:

Institution that awarded the qualification:

If the qualification is not SAQA accredited or SAQA recognized, do you know if it has been accredited by another accreditation organisation? [Yes] [No].

If your answer is “yes”, please tell by which organization it has been accredited:

.....

3.3 The church(es) or ministry institution(s) you were working with

a. For how many years have you been in church ministry or other Christian ministry

Total number of years in (i) Full time ministry: (ii) Part time ministry.....

b. Please mention the three most recent churches, ministry institutions or ministry training you worked with (or are still working with):

(i) Name of the church or ministry institution you are presently working with:

.....

Number of years you are working with this church or ministry:

Since which date/year are you working with this church or ministry?

What is your role / responsibility?

Who is the lead pastor or senior leader?

(ii) Name of the previous church or ministry institution you worked with (if applicable):

.....

Number of years you were working with this church or ministry:

From which date/year to which date/year?

What was your role / responsibility?

Who was the lead pastor or senior leader of the ministry?

Name of the second previous church or ministry institution you worked with (if applicable): ...

.....

Number of years you were working with this church or ministry:

From which date/year to which date/year?

What was your role / responsibility?

Who was the lead pastor or senior leader of the ministry?

c. Please provide the name, contact number and position of two persons who can serve as ministry references:

Name: Phone number:

His / her church or ministry and the position held:.....

Name: Phone number:

His / her church or ministry and the position held:.....

4. INFORMATION ON MASTERS AND DOCTORAL THESES

Persons who apply for the *designation of religious specialist* must add an annexure containing the following with regard to each Master's or Doctorate reported in the application:

- The title of the thesis
- Copy of the table of contents of the thesis
- The summary of the thesis that was included when originally submitted
- Name of the institutions where the qualification was achieved
- Name of the study leader

Note 1: A copy of the full thesis (electronic if available, otherwise hard copy) may be requested by the evaluator

Note 2: Persons who apply for other designations (religious practitioner, advance practitioner or professional) do not need to provide this kind of information.

5. OVERVIEW OF MINISTRY EXPERIENCE

In this section the applicant is requested to provide an overview of his or her experience in ministry. (The content of this table is based on the profile of typical ministry activities as recognised by the professional body the purpose of professional development and professional recognition.) See the example of the way to complete the table, and then go about in the same way.

Please note: It is not a requirement for RPL purposes to have been involved in all the activities listed below. Even if you were involved in only one or a small number of these activities, it will be accepted. The number of years in ministry is the main factor that is taken into account. The purpose of the table is to provide the RPL evaluators a true overview of what ministry activities the applicant was involved in and in particular also the intensity of involvement (full time or part time, years of involvement, etc). ***Please mark only those that you were actually involved in.***

Example:

MINISTRY ACTIVITIES	Please mark the kind of activities you are / were involved in as part of your ministry		Intensity of involvement (mark with X)		
	In full time ministry	In part time ministry	I did much of this	I did a fair amount of this	I did only a little of this
1. Lead the faith community in spiritual formation that nurtures their relationship with God					
a. Preaching	X		X		
e. One-on-one (or small group) teaching / mentoring sessions		X			X

Please complete the table, in the way shown in the example on the previous page. Mark only the activities you have actually been involved in.

MINISTRY ACTIVITIES	Please mark the kind of activities you are / were involved in as part of your ministry		Intensity of involvement (mark with X)		
	In full time ministry	In part time ministry	I did much of this	I did a fair amount of this	I did only a little of this
1. Lead the faith community in spiritual formation that nurtures their relationship with God					
a. Preaching					
b. Conduct worship services					
c. Administer sacraments					
d. Teaching sessions / workshops for (larger) groups					
e. One-on-one (or small group) teaching / mentoring sessions					
2. Develop and nurture fellowship and mutual care within the faith community					
a. Determine needs and strengths in the church / community (contextual analysis)					
b. Develop fellowship groups (such as, for example, home cells)					
c. Organise processes to provide care to those in need or in a crisis					
3. Facilitate the holistic well-being of people within the faith community by developing pro-active and reactive (coping) life skills and a Christian value system					
a. Ethical formation: Lead the church / community to live according to a Christian value system and Christian virtues (e.g. through preaching, teaching, mentoring, individual counselling)					

MINISTRY ACTIVITIES	Please mark the kind of activities you are / were involved in as part of your ministry		Intensity of involvement (mark with X)		
	In full time ministry	In part time ministry	I did much of this	I did a fair amount of this	I did only a little of this
b. Nurture / promote pro-active life skills in the church / community (e.g. through preaching, teaching, mentoring, individual counselling)					
c. Nurture / promote reactive (coping) life skills in the church / community (e.g. through preaching, teaching, mentoring, individual counselling)					
e. Doing pastoral care / counselling					
4. Church / ministry management					
a. Visionary leadership (strategic management) of a church or ministry					
b. Development others as leaders in a church / ministry					
c. Develop / lead / participate in ministries to specific focus groups (oversee day to day running of ministry activities)					
- Youth ministry					
- Children's ministry					
- Seniors ministry					
- Women and men's ministries					
- Specific interest group ministries					
- Ministry to the poor					
- Ministry to the sick					
- Other (please provide information)					
5. Administrative and accountability processes in the church / ministry					
a. Lead the meetings of the church board or ministry council					
b. General church / ministry management and administration					
c. Financial management, administration					
d. Other accountability practices					
e. Logistics and property management					
f. Other management					
6. Develop / lead / do missional practice that shares the good news of Jesus Christ and serves the holistic well-being of the entire community					
a. Outreach to share the good news of Jesus Christ with the world					

6. OVERVIEW OF MINISTRY TRAINING RECEIVED

In this section you are requested to identify ministry training you RECEIVED. Please attach to the application a copy of the certificates for each course or qualification you refer to, if available. (If the certificate is not available, your signature at the end of this application form is deemed as a solemn declaration that the course was indeed completed.)

Topic	Please mark the topics that you received training in with an X	Type of course (mark with an X)			Year when course was completed	Duration of course (state number of days, weeks, months or years) See *	Institution that presented the course (ACRP may request contact detail to confirm the information)
		Full ministry related courses	Short ministry related courses	Other			
• Essential characteristics of a pastor / ministry leader / religious practitioner							
• The Bible (survey of Bible, contexts and contents of Bible books, Biblical theology, etc)							
• Bible interpretation (hermeneutics, exegesis)							
• Basic Christian concepts (systematic theology)							
• Christian ethics							
• History of the church							
• Overview of a variety of Christian traditions							
• Principles of building the faith community							
• Principles of preaching							
• Principles of conducting services							
• Spiritual formation							
• Life skills training							
• Value system development							
• Principles of pastoral counselling							

Topic	Please mark the topics that you received training in with an X	Type of course (mark with an X)			Year when course was completed	Duration of course (state number of days, weeks, months or years) See *	Institution that presented the course (ACRP may request contact detail to confirm the information)
		Full ministry related courses	Short ministry related courses	Other			
• The missional calling of the Church							
• Principles of church leadership and ministry management							
• Church administration, accountability and financial management							
• Other ministry related training received							

*If a topic was part of a wider course, the duration of the full course must be mentioned – it is not necessary to break down the duration of the full course into the time spent on the individual topics. For example: if “ethics” was a two months part of a three years course, the *course type* must be indicated as “full ministry related course” and the *course duration* must be shown as “3 years”. The same applies to any topic that formed part of the same three years course.

7. OVERVIEW OF MINISTRY TRAINING YOU PROVIDED (IF APPLICABLE)

In this section you are requested to furnish information on the training you PROVIDED.

Topic	Please mark the topics that you train(ed) on with an X	Type of course (mark with an X)			Years when course was presented	Duration of course (state number of days, weeks, months or years) See *	Institution you were / are attached to when presenting the course
		Full ministry related courses	Short ministry related courses	Other			
• Essential characteristics of a pastor / ministry leader / religious practitioner							
• The Bible (survey of Bible, contexts and contents of Bible books, Biblical theology, etc)							
• Bible interpretation (hermeneutics, exegesis)							
• Basic Christian concepts (systematic theology)							
• Christian ethics							
• History of the church							
• Overview of a variety of Christian traditions							
• Principles of building the faith community							
• Principles of preaching							
• Principles of conducting services							
• Spiritual formation							
• Life skills training							
• Value system development							
• Principles of pastoral counselling							
• The missional calling of the Church							

Topic	Please mark the topics that you train(ed) on with an X	Type of course (mark with an X)			Years when course was presented	Duration of course (state number of days, weeks, months or years) See *	Institution you were / are attached to when presenting the course
		Full ministry related courses	Short ministry related courses	Other			
• Principles of church leadership and ministry management							
• Church administration, accountability and financial management							
• Other ministry related training received							

*If a topic was part of a wider course, the duration of the full course must be mentioned – it is not necessary to break down the duration of the full course into the time spent on the individual topics. For example: if “ethics” was a two months part of a three years course, the *course type* must be indicated as “full ministry related course” and the *course duration* must be shown as “3 years”. The same applies to any topic that formed part of the same three years course.

8. PUBLICATIONS

Please attach a list of any scholarly articles or significant other publications you were responsible for.

9. PREPARE EXAMPLES OF MINISTRY OUTPUTS

As part of the RPL process, SAQA requires that the applicant for a designation should provide “proof of competence” on a number of core ministry skills. To fulfil this requirement, you are requested to submit examples of the typical outputs (deliverables) that a pastor or ministry leader would normally produce. The examples may be in any language, but if not in English, an English translation must also be provided.

The applicant must attach examples of the following typical ministry outputs to the application. If the applicant has difficulties in preparing the required documents, it must be indicated on the form below by marking the “I do not submit...” column. ACRP will then assist the applicant to do a bridging course on the relevant core skills.

Note: In the case where a Master’s or Doctoral thesis, accepted by a non-SAQA accredited institution which is accredited by another formal accreditation body, is submitted as part of the RPL application, ACRP may waive the need for the section 9 submission or bridging / refresher course. This may be done on the advice of an accredited ACRP evaluator who access to the thesis.

Core ministry skill (The document showing how the skill will be applied must be attached as part of this application, or support must be requested.)	Mark with an X which is applicable	
	I do submit the document, see attached	I do not submit the document and request to be supported with a bridging / refresher course on this theme
Prepare and attach a sermon of no longer than 500 words, showing that good exegetical and hermeneutical principles were applied. (<i>Exegetical</i> : showing that the Bible was interpreted in a responsible manner; <i>hermeneutical</i> : showing that the message of the Bible was well applied to the situation of the people hearing the sermon).		
Prepare and attach ONE of the following: A presentation of no longer than 500 words on any ethical matter of concern in a community. The presentation must identify the ethical issue and give guidance from a Christian ethical perspective. (Possible examples: alcohol or drug usage; sexual relationships outside marriage; monogamy and polygamy; corruption, and so on) OR A presentation of no longer than 500 words on any pro-active life skill based on Biblical and Christian principles (Possible examples: skills in marriage, parenting, developing positive relationships at work, being a responsible employer, being a reliable employee, and so on) OR An explanation of no longer than 500 words on how a counselling process would be conducted with a person in the church or ministry who experience a challenge. Your explanation should (a) describe the situation of the person and the challenge your presentation is about, and (b) explain how you would approach the counselling process. (Possible examples of challenges: friction in marriage; difficult relationships with children; negative self-image; alcohol or drug dependency; teenage pregnancy; person being HIV positive, etc.)		
Draw up and attach a part of a typical management plan of a church or ministry (no longer than 1 page), showing a visionary (strategic planning) component and an operational planning component.		

<p>Financial management: Prepare and submit a separate page with the answers on the following:</p> <p>a. List the components that should form part of a responsible and transparent financial management system in a church or ministry.</p>		
<p>b. Explain what each of a cashflow statement, income statement and balance sheet is used for. The difference between the different statements must be clear from the explanation.</p>		
<p>c. Please answer the following questions from the cash flow statement of ABC Church in Annexure 2:</p> <ul style="list-style-type: none"> • Which month had the lowest income reported for ABC church, and what could the reason probably be (the answer must be based on information provided in the cashflow statement?) • What is the biggest cost component of ABC church • Did ABC church have more, or less, money in the bank by the end of August 2017 compared to the beginning of April 2017? How much was the difference? 		

10. DECLARATION

I confirm that the information provided in this application is a fair and true representation of fact; and that the documents and answers (including the examples of ministry outputs) provided in Sections 8 and 9 is my own work. ***

.....
Initials and surname of applicant

.....
Signature

.....
Date

*** Please note: to copy answers directly from websites or other sources is deemed by SAQA to be plagiarism which is an offense and should be avoided at all costs.

ANNEXURE 1

ACRP REGISTRATION / AFFILIATION CATEGORIES

- Pastors and other persons in ministry linked to ACRP are referred to as “affiliates”. Affiliates may be registered with ACRP *with* or *without* a “designation”.
- “**Designation**” is the term used to indicate a professional level which is formally recognised by SAQA via a professional body. A *designation* is awarded to a person who has the required SAQA recognised qualification(s), or alternatively has proved competence via a process of *Recognition of Prior Learning (RPL)*.
- A person in ministry who does not have the required formal, SAQA recognised qualifications and who did not yet go through a process of RPL, is merely registered with ACRP as an affiliate. Steps to be awarded a designation may follow afterwards - it is recommended but not set as a requirement.
- ACRP recognises four levels of designation, namely *religious practitioner*, *advanced religious practitioner*, *religious professional*, and *religious specialist* - see below for the relevant requirements.
- Affiliates are expected to subscribe to an approved code of ethics and good practice, be subject to an approved disciplinary / accountability dispensation, and must participate in an ACRP accredited Continued Professional Development (CPD) programme.

The categories of registration of persons in ministry are as follows:

Table 1-1 summarises the categories of affiliation and designation that are relevant to ACRP’s Council for General Ministry Practitioners (CGMP) and Council for Ministry Training Practitioners (CMTP). It also shows the qualifications or requirements related to the different categories, the Continued Professional Development (CPD) types that are relevant to affiliates and designated persons in the various categories. (The table was compiled, taking into account the type of scenarios experienced in the past while processing CGMP and CMTP affiliation applications.) Table 1-2 shows the affiliation categories relevant to the Council for Pastoral and Spiritual Counsellors (CPSC).

TABLE 1-1 AFFILIATION CATEGORIES RELEVANT TO CGMP AND CMTP

CGMP and CMTP Registration category / designation level	Direct route (designation awarded via a qualification accredited / recognised by SAQA)		Alternative route (no relevant SAQA accredited / recognised qualification - Designations Levels 1 - 4 applied for via RPL)	
	Requirement	CPD Type*	Requirement	CPD Type*
Affiliate (non-designated - awarded based on confirmed** involvement in ministry; no designation applied for, or designation applied for but not awarded yet while outcome of processes is awaited)	Confirmed** involve- ment in ministry (own and third party confir- mation), no designation applied for; no RPL	Structured CPD is advised, based on NQF Level 2 or 5 or higher ministry qualification		
Religious practitioner (Affiliate with Designation Level 1)			The applicant’s only qualification is Matric, but he / she has 3 years confirmed** ministry experience: full RPL	Structured CPD is advised, based on NQF Level 2 or 5 ministry qualification
			No Matric or higher qualification, but has 5 years confirmed** ministry experience: full RPL	
Advanced religious practitioner (Affiliate with Designation Level 2)	NQF Level 2 or 4 SAQA accredited / approved ministry qualification	Random CPD	No SAQA accredited or ACRP accepted ministry qualification as required for this level, but has 7 years confirmed** ministry expe- rience; or a non-ministry qua- lification which is relevant to ministry*** on NQF Levels 2 to 4, and 5 years of confirmed** minis- try experience: full RPL	Structured CPD is advised, based on NQF Level 2 or 5 ministry qualification
			No SAQA accredited ministry qualification; but applicant is the holder of a non-accredited ministry qualification accepted by ACRP for this level: limited RPL****	Random CPD

CGMP and CMTF Registration category / designation level	Direct route (designation awarded via a qualification accredited / recognised by SAQA)		Alternative route (no relevant SAQA accredited / recognised qualification - Designations Levels 1 - 4 applied for via RPL)	
	Requirement	CPD Type*	Requirement	CPD Type*
Religious professional (Affiliate with Designation Level 3)	NQF Level 5, 6, 7 or 8 SAQA accredited / ap- proved ministry quali- fication (occupational / higher certificate, diplo- ma, B degree, B Hons degree)	Random CPD	No SAQA accredited or ACRP accepted ministry qualification as required for this level, but has 10 years of confirmed** ministry ex- perience; or a relevant non-ministry qualification*** on NQF Levels 5 to 8, and 5 years of confirmed** ministry experience: full RPL	Structured CPD is advised, based on NQF Level 5 or higher ministry qualification
			No SAQA accredited ministry qualification; but applicant is the holder of a non-accredited ministry qualification accepted by ACRP for this level: limited RPL****	Random CPD
Religious specialist (Affiliate with Designation Level 4)	NQF Level 9 or 10 SAQA accredited / approved ministry qualification (Master's degree or Doctorate)	Random CPD	No SAQA accredited or ACRP accepted ministry qualification as required for this level, but with a relevant non-ministry M or D qua- lification*** and 5 years of confirmed** ministry experience: full RPL .	Structured CPD is advised, based on NQF Level 5 or higher ministry qualification
			No SAQA accredited ministry qualification; but applicant is the holder of a non-accredited ministry qualification accepted by ACRP for this level: limited RPL****	Random CPD

* For description of CGMP or CMTF CPD policy and programme: see the relevant policy document on the ACRP website.

** *Confirmed: letter of third party or confirmation of intermediary submitted*

*** Eg education, psychology, occupational therapy or other non-ministry qualifications which can be demonstrated as being relevant to ministry

**** Limited RPL: Same as full RPL in terms of years of ministry experience etc, but the examples of ministry outputs or bridging / refresher courses may be excluded because these are being replaced by ACRP's positive evaluation of the non-accredited qualification.

**TABLE 1-2 AFFILIATION CATEGORIES RELEVANT TO THE
COUNCIL FOR PASTORAL AND SPIRITUAL COUNSELLORS (CPSC)**

CPSC Registration / designation category	CPSC Subcategories	Requirements for direct route	RPL	CPD
Designation level	Scope of practice linked to subcategories in designated affiliation	Differentiated scope of practice for the different subcategories		
Affiliate	Associated Affiliate	Involvement in ministry, support CPSC objective, no scope of practice		
Religious Practitioner	Religious Practitioner in Christian Pastoral Care	No ministry qualification. Involvement in ministry with pastoral care (RPL)		
Advanced Religious Practitioner	Advanced Religious Practitioner in Christian Pastoral Care	NQF Level 2 or 4 ministry qualification (Matric and Pastoral care course not necessarily SAQA accredited)	<p>General remark: RPL is applied where needed based on experience, other qualifications, years in field, other fields of expertise, information in testimonials, field of employment</p> <p>Contact CPSC office for more information</p>	<p>20 CPSC CPD points required annually. The CPSC CPD points earned by CPSC affiliates consist mainly of random CPD points as currently most designated persons in the CPSC context have been awarded the designation based on the relevant qualification and not on RPL.</p>
Religious Professional	Basic Religious Professional in Christian Pastoral Counselling Intermediate Religious Professional in Christian Pastoral Counselling Advanced Religious Professional in Christian Pastoral Counselling	NQF Level 5 or 6 Pastoral counselling NQF Level 7 Pastoral counselling focused NQF Level 8 Pastoral counselling focused		
Religious Specialist	Religious Specialist in Christian Pastoral Counselling Advanced Religious Specialist in Christian Pastoral Counselling	NQF Level 9 Pastoral counselling NQF Level 10 Pastoral counselling		

ANNEXURE 2: EXAMPLE OF A FINANCIAL STATEMENT

CASH FLOW STATEMENT AND MANAGEMENT REPORT: ABC CHURCH						
1 April through 12 August 2017						
April 2017	May 2017	June 2017	July 2017	1 - 12 Aug 17	TOTAL	
INCOME						
Member contributions	20,200.00	23,400.00	25,700.00	25,454.20	12,064.00	106,818.20
Collections	7,508.00	6,350.00	5,980.00	6,300.00	3,462.00	29,600.00
Total Income	27,708.00	29,750.00	31,680.00	31,754.20	15526	136,418.20
EXPENSES						
Promotion	885	0	0	0	0	885
Bank Service Charges	263	194	228	288	180	1,153.00
Conferences and Meetings	0	0	0	650	10,000.00	10,650.00
Salaries and wages	10,000.00	10,000.00	12,177.51	10,000.00	10,000.00	52,177.51
Office Expense	164	65	65	65	0	359
Printing and Stationery	3	46	2,591.67	2,936.41	0	5,577.08
Rent and Rates	1,500.00	1,500.00	1,500.00	1,500.00	0	6,000.00
Food parcels	4,000.00	4,000.00	4,000.00	4,000.00	0	16,000.00
Youth outreach	0	0	0	6,875.78	7,336.00	14,211.78
Total Expenses	16,815.00	15,805.00	20,562.18	26,315.19	27,516.00	107,013.37
Opening balance	246,769.63	257,662.63	271,607.63	282,725.45	288,164.46	246,769.63
Closing balance cash on hand	257,662.63	271,607.63	282,725.45	288,164.46	276,174.46	276,174.46
PREPARED BY (Name of financial officer)						
REPORTED AND APPROVED AT MEETING OF (NAME OF COMMITTEE) ON (DATE)						
SIGNED: CHAIRPERSON			SECRETARY			