Examination Registration Quick Guide

- Go to <u>www.saica.org.za</u>
- Click on "Sign in"; on the SAICA web home page and complete screen.



2. Enter your email address and password to login





3. Once you have logged in, click the Events & Learning, once you have clicked the link, click BOOK NOW on the Exams Tab

		About	Members			Contact
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4. Once you have clicked on the BOOK NOW link, click on the venue tab where you want to sit for your exam at

5. Once you have clicked on BOOK NOW, the below page will appear, once on this page, click on BOOK NOW



6. The below dialogue box will pop up, confirm that you have selected the correct venue, then click on Continue	
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EXALCA About V Members V Initiatives V Become a member V Resources V Events & Learning Thuthuka	
Home / Events / APC JHB Test 2026 < View all events	
APC JHB Test 2026 15 December 2026	
Detail 01 Booking Details 02 Attendee Details 03 Confirmation Image: Confirm booking details. 02 Attendee details 03 Confirm booking	
A APC JHB Test 2026 15 December 2026	
Ti Number of attendees 1	
Cancel Continue	
· · · · · · · · · · · · · · · · · · ·	
Address Email	

7. Make sure your details are up to date and correct, and if your employer will be paying your exam fee, click Bill to company

https://saicaeventspp.gatsbyjs.io/eve	nt-system/view/?event	t=5					田 🛯 🖒 🗘	€ ⊕
(in)	Booking	g Details n booking details.	02 Attendee Det Confirm atter	ails ndee details	03 Confirmation Confirm booking	(\times)	Q	
Home			APC JHB 15 Dece	Test 202	6		rents	
A] 15 D	Booking Contact Details Please note: any edits to the details below will not be changed in the membership database. You will need to login to the Member portal to update any details.					date any details.	w	
Deta		Please add your SAICA ID or ID / Passport number to pre-populate your details if you are registered with SAICA.						
	SAICA ID	31808686		ID / Passport Number	DG12345			
÷	First Name	Test1		Last Name	Test1			
	Email	test1@thedgtree.co.za		Telephone Number	0832227778			
	Bill to company					<u></u>		
	I'm attending	with show stopper						
	Please select	with show stopper	~					
	Required dropdown without showstopper							
	Please select					~		
	Optional Dropdown(
	Please select					~		
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	Unlimitted characters	text required						

8. One on this screen please click "I accept the terms and conditions of this booking, then click continue

e	Booking Details Confirm booking details.	Attendee Details Confirm attendee details	03 Confirmation Confirm bookin	ig 🚫			
F	APC 2023 - Grahamstown Ewriting						
tă I	Booking Confirmation						
C	Event Name		APC 2023 - 0	Grahamstown Ewriting			
n	Attendees			1			
D	1 x Standard Pricing / per event @ R 6,564.20 / event	t (incl VAT)		R 6,564.20 (incl VAT)			
			Total (ex VAT)	R 5,708.00			
/			VAT (15%)	R 856.20			
Tc.			Grand Total	R 6,564.20 (incl VAT)			
ſ	Apply Coupon			Apply			
	I accept the terms and conditions of this booking						
				Back Continue			