

Herewith the information pertaining to the required referee recommendation form as well as the application process.

Please complete the attached recommendation form and together with the required supporting documents, upload it when you complete the online application process.

Applicants who have studied at universities accredited by the Actuarial Society must include a recommendation from the university's Accreditation Actuary as listed below. Application documents from accredited universities *only* can be scanned (clearly and in colour) and emailed to memberservices@actuarialsociety.org.za with your name and "applicant supporting documents" in the subject line.

- Univ. of Cape Town – Ms Joanna Legutko
- Univ. of Stellenbosch – Prof Garrett Slattery
- Univ. of Pretoria – Ms Marli Venter
- Univ. of the Witwatersrand – Prof Stephen Jurisich
- Univ. of the Free State – Mr Frans Koning
- North-West University (Potchefstroom Campus) – Mrs Janette Larney

All applicants must submit the following documentation: **[certification of required documents cannot be older than 6 months from date of submitting to ASSA]**

- Certified copy of Identity Document or passport
- Certified copy of school-leaving certificate
- Original university academic transcripts
- Completed referee recommendation form **(enclosed below)**

NB: Applicants who attended non-accredited universities are required to note the following, in addition to the above:

- Two signatures of recommendation are required on the referee recommendation form from a member of ASSA or a member of any other professional body e.g. SAICA; the HRCSA etc.
- Certified copies of supporting docs can be sent initially via email on condition:
 - o Documents must be properly certified (certification cannot be older than **6 months** from date of submission to ASSA) and clearly scanned **IN COLOUR**
 - o Originals **must follow via courier** to the address below
- Non-accredited Applications will be sent to the ASSA Admissions Committee for review consideration and responses will be received within 3 weeks of receipt of the required documentation.

Please see the [Actuarial Society website](#) for the final date for receipt of applications and documents. The application can only be processed once all the required documents have been received.

Please send all documents to the Member Services Section of ASSA:

Email: memberservices@actuarialsociety.org.za

Courier Address:

Actuarial Society of South Africa
Mutual Park
2nd Floor West End Mall
Jan Smuts Drive
Pinelands
7405

Tel: +27 21 509 5951

Admission Fees:

A once off member acceptance fee is payable on confirmation of your student membership to ASSA, you will receive an invoice once your student membership has been accepted and confirmed. Please note the current cost of Admission can be found on the ASSA website under Membership Fees.

Any further ASSA Admissions queries and enquiries can be directed to the ASSA member services section at the contact details above.

Kind regards,

Actuarial Society of South Africa

<http://www.actuarialsociety.org.za>

ADDITIONAL INFORMATION REQUIRED: APPLICATION FOR ASSA STUDENT ADMISSION

The Admissions Committee, on behalf of Council, will at its discretion normally admit as a student member an applicant who has met the requirements as set out on the Society's website subject to satisfactory conduct.

Please PRINT all details clearly (or CIRCLE the correct option where applicable) in BLACK ink

Personal Details of Applicant (Please PRINT in BLOCK CAPITALS using black ink)			
*First Names (in full)			
*Surname			
*South African ID number			
*Mobile number			
For Non-SA applicants: Passport Number		Nationality	

*Please note that details marked with an asterisk are mandatory for all members.

Academic Information

High School Information			
High School Name		Year Completed	
Level completed (e.g. Matric / A-levels)		Country	

University Information			
University name	Qualification (e.g. B Sc in Actuarial Science)	Years	Complete / Incomplete

List the various Actuarial Science / Mathematical Subjects completed at university (together with marks obtained):

Mathematics		Mathematical Statistics		Actuarial Science	
Subject	Mark obtained	Subject	Mark	Subject	Mark obtained
Maths I		Math Stats I			
Maths II		Math Stats II			
Maths III		Math Stats III			

Are you a member of another professional Actuarial Organisation? Yes No

Name of Actuarial Organisation:

Reference / Membership number:

Have you ever been refused membership of any other Professional Body? Yes No
If Yes, please provide particulars on a separate page

Checklist		
1. I have passed mainstream Mathematics 11 or Mathematics Statics 11 from a SAQA accredited university	Yes	No
2. I have met the requirements of at least ONE of the SEVEN performance requirements	Yes	No
3. Referee recommendation completed by TWO professionals of which at least one is a fellow member of ASSA	Yes	No
4. Certified copy not older than 6-months of your South African ID document or foreign national passport for foreign students	Yes	No
5. Certified copy not older than 6-months of your National Senior Certificate or Matriculation results	Yes	No
6. Original university academic transcripts [no certified copies will be accepted]	Yes	No

Referee recommendation for student membership to the Actuarial Society of South Africa

For office use only: ASSA Reference number	
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Please ensure that the referees you have selected completes the necessary details before submitting this form to ASSA

Applicant Details (Please PRINT in BLOCK CAPITALS using black ink)	
First Names (in full)	
Surname	

Recommendation and declaration by two Referees (all applicants must submit 2 referees):		
<ul style="list-style-type: none"> Where the applicant has studied at one of the universities accredited with the Actuarial Society of South Africa, one of the referees should be the Accreditation Actuary from that university and the other can be a member of another recognized professional body or a university academic. Where the applicant is not applying through an accredited university, one of the referees should be a Fellow of ASSA and the other a member of another recognized professional body or a university academic. 		
Referee Details	To be completed by a Fellow member of the Actuarial Society	To be completed by a Fellow / other professional / university academic)
Full name of Referee		
Professional Body (or Academic Post)		
Relationship to Applicant		
Email Address		
<p>Declaration by Referee: <i>By signing this declaration, I confirm that, to the extent allowed by law, I have known the applicant for at least one year and, to the best of my knowledge and belief, consider him/her to be a fit and proper person to be a member of the Actuarial Society of South Africa.</i></p>		

Initial and Surname of Referee		
Signature of Referee		
Date		

This form must be submitted along with all the necessary documents in support of your student membership application to ASSA. Any queries can be directed to the ASSA Member Services department:

Email: memberservices@actuarialsociety.org.za

Tel: 021 509 5951