

PSIRA REGISTRATION REQUIREMENTS

Any person who would like to enter into the Security Industry must do the following course to be able to Register with PSIRA:

- The person must do Grade E.
- You may purchase a Grade E Self-study Manual at Security Educational Systems (SES), when registering with us you need to submit a certified copy of your ID.
- NOTE: Grade E-C are compulsory as there is no salary scale for Grade E & D.

Study process:

- The client will complete the Student Assignment (homework) and Self-evaluation Questions & Answers at the back of the manual.
- The Student Assignment and Self-evaluation must be completed in a **BLACK** pen.
- Upon the completion of the Student Assignment (homework) and Self-evaluation Questions & Answers, the client needs to book an appointment with SES to write **FINAL** exam & practical evaluation at SES premises.
- Booking may be made on availability of SES calendar
- **Submission of the Completed Student Assignment MUST be handed in on the day the client is coming to write exams.**

ALL OTHER GRADE'S AND SPECIAL COURSES WORK ON THE SAME PRINCIPLE AS GRADE E BUT WITHOUT THE REGISTRATION.

- Exams to be written at the Security Educational Systems (SES) Training Centre are by appointment only.
- SES will submit the course report to PSIRA.
- SES will only issue a certificate after the course report has been submitted to PSIRA, the processing of course report may take up to 2 weeks with SES.
- PSIRA will capture the course report on their website under Training Report, only when the Grade E reflect on the PSIRA website will SES be able to send in your PSIRA registration application.
- The client may hand in his/ her PSIRA Registration Application him/ her self at PSIRA per appointment or with SES at **cost per quotation**.
- PSIRA will notify the client when his/ her application has been approved.
- This process will take ± 6-8 weeks with PSIRA.
- The client will receive an SMS Notification from PSIRA once the Registration Document is ready for collection.
- Only the registered client must collect his/ her PSIRA certificate & card at PSIRA (Training Providers are not allowed to collect on behalf of any client).

DOCUMENTS REQUIRED WITH SUBMISSION OF PSIRA APPLICATION FORM:

- Completed Psira Application by an Individual form
- Certified ID Copy
- Two (2) ID photo's color
- Proof of address
- Certified Grade E certificate