Definitions: In these Rules

"Examination Officer" means the Chairperson of the Education Committee, a sub committee of Council, responsible for conducting the Registration Examination or a registered veterinarian with relevant experience appointed by Council.

"Registration Examination/Examination" means an examination held under auspices of the South African Veterinary Council for persons without approved qualifications / or as determined by Council for purposes of registration to practice a Veterinary or Para-Veterinary Profession in South Africa.

"Secretariat" mean the officers of the Council at the registered address of the Council.

1. Examination dates

1.1 The Registration Examination is conducted annually in September in Pretoria. No supplementary examinations are held.

1.2 Recommended dates for the examination will be determined within the first two months each year.

2. Requirements to sit the Registration Examination:

2.1 Application on the prescribed form completed and signed before a Commissioner of Oaths, who will verify that the applicant read and understands the examination rules. Submitted on or before 1 April. Late applications or incomplete applications are not accepted. A copy of the examination rules is available. (Exam Doc. C of the examination documents)

2.2 Payment of the prescribed non refundable application fee. Application & Examination fee payments: ABSA, Hatfield Branch, Cheque Account: 020 166 762, Branch code 335 545. Fax copy of deposit slip/ Electronic transfer to Fax: (012) 342 4354. Attach a copy to the application.

2.3 Exam fee is non refundable/ transferable once to the next year only with accrual of examination fees for the following year/ Payments must be made in full. No down payments will be accepted

2.4 Certified true copies of veterinary qualification certificates submitted with the application form. To confirm authenticity, original certificates must be produced prior to sitting the examination.

2.5 A police clearance from the authorities in the country where the applicant resided the preceding year/ months Council reserves the right to request further supporting documentation. The clearance must not be older than three months; If an application is transferred to the next year then a new police clearance must be submitted.

2.6 A certificate of good standing (not older than 3 months) from the veterinary authority in the country of origin or in the absence of a professional Council / Board or registering authority then a certified reference from the faculty where from the applicant qualified and/or from the present employer; The reference should attest to the applicant’s work ethics and professional conduct If an application is transferred to the next year then a new police clearance and the certificate of good standing must be submitted.

2.7 Certified proof of identity e.g. Passport. The original passport/ identity document as well as the entry permit must also be provided on the first day of the examination.

2.8 A clear passport photograph: Write your name on the back of the photograph & staple it to the front of the application form.

2.9 Certified copy of applicant’s legal entry permit e.g. work, study or other legal visa. If you are working in SA then the work/residence permit must accompany the application.

2.10 Entry and expiry dates of legal permit to be clearly indicated.

2.11 Applicants must submit proof of proficiency in English as a requirement to sit both the computer based examination [CBE] and /or written examination and to undertake the practical and/or practical & oral/practical examination. Any formal training and proof thereof will be accepted. The requirement is waived for persons whose medium of instruction for their veterinary training was in English.
2.12 Assessment of qualifications: If the applicant/s (with a particular primary foreign qualification) are the first to sit the SAVC’s exam then the SAVC may request insight into the full details of the curriculum prior to giving permission to apply to sit the examination.

2.13 In view thereof that arrangements for the examination commence immediately after registration of candidates for the examination and are based on the number of candidates: No applicant who after having been registered for the examination and issued with an examination number and who subsequently withdraws from the examination will be permitted to re-enter the candidate list for the examination for which the applicant was registered.

3. Examination Rules

3.1 An Attendance Register with the names of candidates will be available at the examination room (See 3.2 below)

3.2 Candidates must present themselves at the Examination venue at least 15 MINUTES prior to commencement of the CBE and/or written examination and the practical and/or practical & oral/practical examination. A candidate whose name is on the Attendance Register may be allowed to enter the Examination room for a period of 30 MINUTES after commencement of the Examination at the discretion of the Examination Officer. No one may leave the Examination room during the first 30 MINUTES of the Examination.

3.3 Candidates must ensure that their names and candidate examination numbers are correctly and/or filled in on the examination papers, answer books and answer sheets and/or any required details are correctly logged in on the computer.

3.4 Candidates must carefully read and apply the directions given on the examination instructions/examination computer screen. cover sheets/instructions and on the question papers.

3.5.1 A candidate may not be in possession of books, electronic equipment [cell phones], memoranda, note(s), sketches, maps, films or any other documents (including unused paper) or any other resources that may be relevant to the Examination, other than what is provided to the candidate by the Examination Officer. The S A V C will make calculators available to candidates.

NOTE: Candidates involved in Examination irregularities will immediately be suspended from the Examination and the matter referred to Council.

3.5.2 A candidate who aids or attempts to aid another candidate, or obtains or attempts to obtain assistance from another candidate, or communicates or attempts to communicate in any way with another candidate or unauthorised person, may be disqualified.

3.5.3 All rough work must be done in the answer book and be clearly marked as such and ruled off when no longer needed.

3.5.4 No part of the answer book is to be torn out or mutilated in any way.

3.5.5 Under no circumstances may a candidate retain the answer book or remove it from the examination room.

3.6 Smoking, eating and drinking are prohibited in the Examination room, other than what is provided by the SAVC.

3.7 The Examination Officer and moderators for each Paper/Session [CBE] will be present at the commencement of the examination and for at least 20 minutes to answer any questions that the candidates may have and to give direction with regard to time available and the format of the CBE, identifying answering sheets, etc. The Examination Officer will be available during the examination should the need arise.

3.8 The Examination Officer will be available during the examination should the need arise. Candidates will sign the attendance register on handing in their papers/leaving the CBE room and the practical and/or practical & oral/practical examination.

3.9 The candidates will leave the examination room as soon as the papers are handed in/time for the CBE and the practical and/or practical & oral/practical examination expired. No extra time will be allocated for the completion of the examination/s

3.10 Candidates must please note that the practical examination may be conducted at a different venue from that of the written/CBE. A marked road map will be available from the Secretariat.
3.11 A. Veterinary Examinations

A sub-minimum of 50 % in each of the CBE sessions [180 marks each session] and a sub-minimum of 50 % in the practical & oral/practical examination [180 marks] as well as a final combined mark of 50% is required to pass the examination and allow registration. The CBE [two sessions] will contribute equally to a mark for the CBE. The final combined mark will be computed as follows:

CBE: 50%
Practical & oral/ practical component: 50%

B. Veterinary Nursing Examinations

A sub-minimum of 50 % in each of the two CBE sessions [180 marks each session] and a sub-minimum of 50 % in the practical examination as well as a final combined mark of 50% is required to pass the examination and allow registration. Sessions one and two will contribute equally to a mark for CBE component. The final combined mark will be computed as follows:

CBE component: 50%
Practical component: 50%

C. Veterinary Technology Examinations

A sub-minimum of 50% in each of the two papers of the written examination (paper 1 – Veterinary Juris-prudence; paper 2 – candidate’s subject choice) as a final combined mark of 50% is required to pass the examination and allow registration. Papers one and two will contribute equally to a mark for the written component. The final combined mark will be computed as follows:

Written component: 100%

D. Animal Health Examinations

A sub-minimum of 50% in each of the two papers of the written examination and a sub-minimum of 50% in the practical examination as well as a final combined mark of 50% is required to pass the examination and allow registration. The CBE [two sessions] will contribute equally to a mark for the CBE. The final combined mark will be computed as follows:

CBE component: 50%
Practical component: 50%

3.12 Council does not accept responsibility for incorrect information obtained from unauthorised persons on examination arrangements/or results. All enquiries must be made directly to the Secretariat. The results will only be made known once ratified by Council.

3.13 Requests to have the written papers remarked/ requests for a candidate’s performance as assessed by the computer to be handed over and/or requests to be allowed to participate in the practical examination must be received in writing immediately upon receipt of the notification to proceed with the practical or not permitted to proceed with the practical examination, subject to payment in advance of the prescribed fee. There will be no redress of the written/ CBE results once the practical examination commenced.

3.14 No provision is made for absenteeism due to unforeseen circumstances. Therefore any substitution examination will only be considered for the following year.