

# INFORMATION AND REQUIREMENTS TO OBTAIN A CRITICAL SKILLS LETTER AND PERMANENT RESIDENCE SUPPORT LETTER

The following aspects are taken into consideration when considering an application:

1. Academic qualifications
2. Experience in terms of years in the field.
  - a. A minimum of 3 years' in the relevant critical skills category will apply.
  - b. Internship does not qualify as experience.
3. Where applicants are applying for a critical skill which has regulatory requirements these will need to be indicated. This is particularly the case with the category Financial Investment Advisor.
  - a. FAIS requirements in South Africa require a minimum of two years under supervision for applicants who are entering the field for the first time. These two years will not equate to experience when considering an application.
  - b. The application must have additional years of experience in that category to qualify. Where the applicant has met regulatory requirements in his country of origin, this will be taken into consideration.
4. Corporate General Manager can only be awarded where the applicant is employed by a medium to large enterprise. Small and micro businesses will not qualify for this category.
5. Each application will be considered on its own merit, however the above will serve as guidelines.

**PLEASE NOTE:** The Institute will not issue letters to graduates who have studied a qualification which falls into the critical skills category. These applicants do not need a letter from a professional body supporting their application.

The notification from Minister Gigaba dated 21 April 2016 refers. It is entitled: Granting of Permanent Residence status in terms of section 27(B) of the Immigration Act, 2002 (ACT NO 13 OF 2002): Graduates from South African tertiary institutions in the area of Critical skills.

There are two stages to the application process namely:

## STAGE 1

In order to begin the process of applying for a critical skill letter the applicant needs to provide the CEO of the Institute of Bankers with the following information:

- Copy of current expanded CV
- Colour copy of passport (Certified)
- Copy of qualifications and original SAQA letter. This is a requirement even if you do not wish to or will not qualify for a designation. The original SAQA letter will be returned to the applicant on completion of the process.
- If the applicant studied through a South African University, The Institute will undertake independent verification of the qualification through Lexis Nexis. The cost of this verification will be for the account of the applicant.
- Point form word document of current skills and expertise. This should provide as much information as possible for the IOBSA to fully assess the skills held by the applicant with the skills required for the category requested
- Copy of a job offer from a South African company if this is available. (We know it is not necessary to be currently employed in South Africa or have an offer of employment to apply for a Critical Skills letter)

## STAGE 2

- Once you have received verification that your application does qualify for the letter, the applicant will be advised of the category under which they qualify and whether they qualify for a designation.
- The tax invoice will then be provided and on proof of payment the application will be processed and the letter prepared. No action will be taken by the institute until payment has been received.
- The letter and membership certificates will be available within 1 week of the proof of payment being provided.
- Once the letter has been issued and the applicant is successful in obtaining the visa it is requirement for the applicant to remain a member of the Institute. Annual renewal subscription invoices will be issued to members each January.

## PERMANENT RESIDENCE VISA LETTERS

The IOBSA also assists with the issuance of support letters for Permanent Residence status. The same process as above is followed, and applicants are required to become members of the Institute.