

Police Clearance Certificates:

Teachers must have a **valid, formal SAPS police clearance certificate** in order to be awarded a work visa by an international school - schools need to submit this document when applying to the Ministry of Education.

It's best to apply for the police clearance as early as possible as the process can sometimes **take up to 12 weeks** – BUT take into consideration that the certificate is **only valid for 6 months** and it needs to still be valid upon entry into the new country. As most of the contracts come with a late August/early September start date, February is a good month to apply for this SAPS police clearance certificate as it should then still be valid.

Here is an example of a SAPS police clearance certificate and a Private Criminal Check



IMPORTANT POINTS TO NOTE:

- The **cost** of applying through SAPS is around R170 but please confirm the exact amount at the police station where you are applying.
- You can **expedite** your police clearance – costs vary between R1000 and R2500. (please contact us if you wish to make use of this service and we will connect you with a document specialist who can assist with this process)
- Private criminal checks are NOT the same as the SAPS Criminal Clearance BUT whilst waiting for the formal SAPS certificate, we do recommend **getting a private check done** as this will confirm a clean criminal record to any potential school looking to offer an interview.
<https://www.afiswitch.com/> is the organization to contact for these private criminal checks – you will find a list of service providers to contact who can run this check for you and then issue the certificate.