

BURSARY APPLICATION FORM



Please write clearly in block capitals and read the accompanying directing letter carefully before completing the form and ensure that all sections and questions are fully answered or filled in to prevent you from being disqualified from the selection process

SECTION A – PERSONAL AND HOME DETAILS

Surname: _____ Title (Mr/Mrs/Ms): _____

Full First Names: _____

Marital Status: _____

Identity Number: _____ Date of Birth: _____

Citizenship: _____ Age: _____ Race: _____

Physical Street Address and Suburb: _____

City/Town: _____ Province: _____

Postal Code: _____ Is this an Urban or Rural Area? _____

Name nearest Town or City: _____

Telephone (home) _____ (work) _____ Cell: _____

Postal Address (if different from physical street address where correspondence should be sent to):

Do you suffer from any chronic or physical handicap: _____

If yes please provide brief details of condition: _____

SECTION B – ACADEMIC ACHIEVEMENT DETAILS OF SCHOOL AND/OR UNIVERSITY

Please attach a certified copy of your June examination results, to be followed by your December results, as soon as they are available.

Name and address of current Institution of learning: _____

Contact person and telephone number/s: _____

Current course of study: _____

Date of first registration for this course: _____ Estimated completion date: _____

CURRENT SCHOOL SUBJECTS	Symbol or %	UNIVERSITY COURSES	Symbol or %
1.		1.	
2.		2.	
3.		3.	
4.		4.	
5.		5.	
6.		6.	
7.		7.	
8.		8.	
9.		9.	
10.		10.	
11.		11.	
12.		12.	

Fill in the preferred name and proposed course of study you intend enrolling for next year:

Name of University:
Proposed Course of Study:
Name of University of Technology:
Proposed Course of Study:

What Built Environment career do you intend following on completion of your studies: _____

SECTION C – FAMILY AND FINANCIAL DETAILS DECLARATION OF FINANCIAL POSITION

To be completed by the parent/s, guardian/s or person/s on whom the applicant is dependent for financial support or assistance by clearly stating the relationship to the applicant.

NOTE: That this application will not be considered unless this declaration has been fully completed, sworn to and signed in the presence of a Commissioner of Oaths (e.g. minister of religion, postmaster, senior police officer, etc).

Documents to be submitted with the application form are as follows:

- Certified copy of the most recent pay-slip of the breadwinners.
- Certified copy of the balance sheet of breadwinners if self employed.
- An unemployed parent/ guardian/husband/wife should indicate unemployed on the declaration and submit an affidavit to that effect.
- If there is no one in the family who is formally employed, state where the family income is derived from e.g. hawking, seasonal employment, etc.

Full name of applicant: _____

Name of person on whom applicant is dependent for support: _____

Relationship to applicant: _____ Age: _____

Occupation of responsible adult: _____

Full name and address of employer or own business: _____

Contact Numbers (home) _____ (work) _____ Cell: _____

INCOME STATEMENT DECLARATION (if necessary and where applicable):

Gross monthly income of father/guardian: _____

Gross monthly income of mother/wife/husband: _____

Other monthly income (e.g. maintenance, rent from property, etc): _____

TOTAL MONTHLY INCOME: _____

Signature of parent/guardian/wife/husband: _____ Date: _____

NOTE: The section below must be sworn to and signed in the presence of a Commissioner of Oaths

I certify that the deponent has acknowledged that he/she knows and understands the contents of this affidavit / declaration, which were sworn to before me

at _____ on this _____ day of _____ (month) _____

Commissioner of Oaths (please print name)

Signature

Official stamp and date:

SECTION D – FURTHER PERSONAL DETAILS

If you are already matriculated, what have you been doing since you left school? Please give a brief explanation here.

Name of School attended: _____

Month and Year: _____ Province: _____

What will your total estimated costs be for the following (if necessary and required) and remember if you can do with less funding, you can help us assist another student:

Annual Tuition Fees: R_____

Annual Book Fees: R_____

Annual Accommodation Fees: R_____

Total Fees Required: R_____

NOTE: A Commissioner of Oaths must complete the section below

_____ ID No: _____

The Applicant (insert full names):

Commissioner of Oaths (please print name)

Signature

Official stamp and date:

Are you in possession or have applied for any other bursaries to date, please provide written proof, if any please specify and submit full details if it carries any employment obligations?

CHECKLIST OF ITEMS TO BE INCLUDED WITH YOUR RETURNED APPLICATION FORM:

Please put a tick into the appropriate column for each item	Yes	No
Certified copy of ID document (Section D of application form)		
Certified copy of final June examination results for first year applicants (Section B of application form)		
Certified copy of final December examination results (Section B of application form)		
If the breadwinner/s is self employed, a certified copy of the balance sheet (Section C of application form)		
If the breadwinners/s is/are unemployed, an affidavit must be attached and Section C fully completed (Section C of application form)		
Pay-slip of household breadwinner/s (Section C of application form)		
Is a self-addressed post-card/envelope with attached postage stamp included with the form, as explained in the important information explanatory sheet BELOW		

IMPORTANT INFORMATION TO READ THOROUGHLY BEFORE YOU FILL IN THE ACCOMPANYING BURSARY APPLICATION FORM.

Because of the large number of applications expected, only successful applicants will be advised of the outcome of their applications.

- Please complete the accompanying application form and return it, with a self addressed post-card / envelope, to which a postage stamp must be affixed. We will use it to acknowledge receipt of your completed application.
- Application forms that are incomplete will be disqualified.
- Faxed or e-mailed applications forms and attachments will not be considered.

How are bursaries awarded?

- Bursaries are awarded according to academic merit, financial need, the requirements of the various universities and the availability of funds.
- Selections are made by various independent internal committees, brought together to make the choices.
- Bursary funds are paid out directly to tertiary institutions and relevant service providers – bursary fund monies are ONLY paid out directly to students under exceptional circumstances that will be decided by the various internal committees.

Who is eligible for a CBE Bursary?

- ONLY citizens of the Republic of South Africa.
- ONLY applicants who intend to study or who already studying for a CBE approved under graduate qualification at a tertiary institution in South Africa, which is registered and accredited with the Council for Higher Education (CHE).
- Applicants who intend studying for a post graduate qualification e.g. Honours or Masters degrees are not eligible.

What are the minimum requirements for an applicant to be considered?

- Applicants who are writing Grade 12 and have not yet begun university study require a minimum “C” aggregate in English, Mathematics and Physical Science on a recognized school leaving certificate with university exemption appropriate for the approved CBE course they intend studying.
- Applicants already at tertiary institutions must have a good academic record, with a minimum of a 50% pass in all courses/ modules/ subjects written.