# WEST COAST DISTRICT MUNICIPALITY



T: (022) 433 8400

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www.westcoastdm.co.za

## MUNICIPAL EXTERNAL BURSARY FUND APPLICATION FORM

#### **NOTES**

- 1. This document is not in any way an agreement or commitment.
- 2. The bursaries are awarded annually as per the conditions of the agreement between the recipient and the Municipality.
- 3. Renewal of the bursary is at the discretion of the Municipality.
- 4. The closing date for applications is 4 March 2022 at 12:00.
- 5. Your application will remain incomplete until we receive proof of registration to the university or university of technology and final Grade 12 results or latest transcript'..
- 6. Applicants provisionally awarded bursaries will be notified by 31 March 2022.
- 7. Return completed form to West Coast District Municipality, P.O. Box 242, Moorreesburg, 7310 [Attention: Manager: Human Resource Development] or hand deliver at 58 Lang Street, Moorreesburg.
- 8. No original documents attached to the application will be safe kept/returned.
- 9. No late applications will be considered.
- 10. Council beholds the right to award or not award a bursary.

#### **REQUIREMENTS**

- 1. Only candidates who are registered at a University or a University of Technology will be evaluated;
- 2. Candidates must be registered to study towards an undergraduate degree in the following fields:
  - Finance
  - Accounting
  - Economics
  - Supply Chain Management
  - Internal Auditing
  - Risk Management
  - Information Technology
- 3. Only students with a minimum level of 40% in Mathematics or 50% in Mathematical Literacy will be considered.
- 4. Only candidates with an average mark of 60% or higher will be considered; or candidates with an average mark of 50% or higher, with a Mathematics mark of 60% or higher.

#### THE FOLLOWING MUST BE ATTACHED TO THIS APPLICATION

(failure to provide all required documents in this section will disqualify your application)

- 1. Certified copies of (not older than three months):
  - Applicants' ID;
  - Parents'/ Guardians' ID's;
  - Proof of permanent residential address of Applicant and Parents/Guardians;
  - Proof of Parents/Guardians' salary advise, pay-slip or 3 months bank statement (if unemployed) or affidavits;
  - Grade 12 results (statement of symbols) or latest transcript;
  - · University proof of registration;
  - Copies of ID documents/birth certificates of persons dependent on family income;
  - Affidavit of guardianship (if not staying with parents); and

#### TO BE COMPLETED BY APPLICANT

SECTION A	PERSONAL	. PARTICUL	ARS O	F ST	UDEN	T													
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SECTION H	DECLARATION BY PARENT/GUARDIAN								
is true to the be which I know to Municipality. Th	be false or which I do in the above consent also ex	hereby declare that belief. I have submitted this informati not believe to be true, the Applicant m ttends to the personal information of the to provide this consent on behalf of the	on knowing that, if nay be declared ine he Applicant, where	ligible for the bursary by the the Applicant is a minor and					
SIGNATURE OF	PARENT/GUARDIAN		DATE						

### <u>PLEASE NOTE THAT IN TERMS OF THE APPROVED EXTERNAL BURSARY FUND POLICY OF THE WEST COAST DISTRICT MUNICIPALITY:</u>

- The closing date for applications will be regarded as the date on which requirements as stipulated in this Policy should be met by applicants.
- Incomplete bursary applications which lack the required supporting documentation, or late applications shall not be considered.
- West Coast District Municipality shall not be held responsible for students not being registered, should the process, for any reason whatsoever, be delayed or withdrawn.
- Should Council be dissatisfied with a student's study performance based upon progress reports, it reserves the right to terminate any further payments and to disqualify such a student from future participation in the External Bursary Fund.
- Submission of fraudulent information will lead to automatic disqualification and/or withdrawal of all financial assistance granted in terms of the External Bursary Fund, or a claim that all fees be paid back to the West Coast District Municipality. In appropriate cases, the matter may also be reported to the South African Police Services.
- Students will be obliged to submit progress reports twice per year at the end of July and November.
- Students to whom participation in the External Bursary Fund have been granted will be obliged to sign a Study Agreement (Memorandum of Agreement) with the West Coast District Municipality.