



**MPUMALANGA
PROVINCIAL
GOVERNMENT**

Bursary Application Form

**ADMINISTERED BY
Mpumalanga Department of Education**

BURSARIES WILL BE AWARDED TO APPLICANTS TO STUDY FULL-TIME AT ACCREDITED HIGHER EDUCATION INSTITUTIONS TO STUDY TOWARDS IDENTIFIED STUDY FIELDS/SCARCE SKILLS, FOR THE MINIMUM PRESCRIBED/MINIMUM REMAINING DURATION OF THE COURSE.

1. THE FOLLOWING DOCUMENTS MUST ACCOMPANY YOUR APPLICATION:

- 1.1 Certified copy of birth certificate or identification document (ID).
- 1.2 Certified copy of the salary statement/affidavit of income of your parents or guardians.
- 1.3 Grade 12 June examination results/ Grade 12 certificate and latest results if you are already studying at a higher education institution.
- 1.4 In the case of an ORPHAN/DISABLED – please provide proof.

INSTRUCTIONS AND COMPLETION OF THE APPLICATION FORM

2. For any further enquiries and assistance in completing the application form, please contact the bursary office at Building Five, Riverside Government Complex, Nelspruit, telephone number 013-766 5048/ 5405 / 5264, Postal address: Mpumalanga Department of Education, Provincial Central Bursary Unit, Private Bag x11341, Nelspruit, 1200.
3. Incomplete application forms will not be considered.
4. Please print when completing the form.
5. Mark appropriate blocks with an "X".
6. No bursary will be granted if it does not comply with the criteria.
7. No change of course from the one which the bursary was allocated will be approved.
8. Consult with vocational councillors at a tertiary institution to make sure that you qualify for admission in the study field you applied for.
9. Special equipment necessary for the course registered will be paid for separately on receipt of such a request. Each request will be dealt with on its own merits.
10. The closing date for submitting application forms is **30 September 2011** and no late application forms will be considered.
11. Your application will not be considered if you apply for more than one study fields.
12. Attach affidavit in the case parent/s or guardian/s is/are unemployed.
13. If you do not receive any response from the bursary section within four months after the closing date for applications, please consider your application as unsuccessful.

BURSARY APPLICATION FORM																											
1. Bursary application for which academic year? 2011																											
2. Bursary application type?							<i>Full-time</i>			<i>Part-time</i>																	
3. ID Number:							4. Surname:																				
5. Initials:			6. First Names:							7. Title:																	
8. Gender:		<i>Male</i>		<i>Female</i>		9. Race:		<i>Black</i>		<i>Coloured</i>		<i>Indian</i>		<i>White</i>													
10. RSA Citizen?			<i>Yes</i>		<i>No</i>		11. Mpumalanga Resident / Citizen?				<i>Yes</i>		<i>No</i>														
12. Disabled?		<i>Yes</i>		<i>No</i>		If "Yes" specify:																					
13. District:		<i>Buhlabela</i>			<i>Ehlanzeni</i>			<i>Gert Sibande</i>			<i>Nkangala</i>																
14. Postal Address:							15. Residential Address:																				
Town:..... Post Code:.....							Town:..... Post Code:.....																				
16. Telephone Number:							17. Cell Number:																				
18. E-mail Address:																											
19. Matriculation Year:																											
20. Grade 11 / 12 Aggregate (if current)							20. Matric Aggregate (if past)																				
<i>7</i>		<i>6</i>		<i>5</i>		<i>4</i>		<i>3</i>		<i>2</i>		<i>1</i>		<i>A</i>		<i>B</i>		<i>C</i>		<i>D</i>		<i>E</i>		<i>F</i>		<i>G</i>	
21. Name of School:																											
22. Name of Principal :																											
23. School Telephone Number:																											
24. Post School Qualification (if any)							Year		Name of Institution																		
Name of Qualification							Obtained																				
25. Name of the Institution (University / University of Technology / FET College, etc) where you intend registering / studying:																											
<i>(Please note: you may study at an institution of your choice, however it should be an accredited learning program at a registered institution)</i>																											
26. Name of the Qualification (BSc / Certificate in Education / ND in Technology / etc) you intend registering / studying:																											
<i>(Specify only one qualification)</i>																											
27. Specialising Field (&major subjects):																											
28. Year of Study you intend registering / studying:							<i>1st Year</i>		<i>2nd Year</i>		<i>3rd Year</i>		<i>4th Year</i>														
29 NQF Level you intend registering / studying							<i>FETC – National Certificates</i>																				
							<i>HET – National Certificates / Diplomas</i>																				
							<i>HET – National First Degrees / Higher Diplomas</i>																				
							<i>HET – Honours Degrees / Professional Qualifications</i>																				
							<i>HET – Masters Degrees / Doctoral Degrees</i>																				
29. Current Academic Year:							<i>1st Year</i>		<i>2nd Year</i>		<i>3rd Year</i>		<i>4th Year</i>														
30. Student Number:							31. Need bursary for how many years:																				
.....																											

32. Does the Qualification / Field of Study that you intend registering / studying appear in the bursary advertisement / circular as an identified need?				Yes	No
33. Will this be your first Qualification?				Yes	No
34. Application Recommended? (Principal/Head of Faculty for Full-time & Supervisor for Part-time bursary applications)				Yes	No
35. Is this your first bursary application?				Yes	No
36. All documents attached?				Yes	No
37. Certified copy of your ID?				Yes	No
38. Certified copy of your latest school exam?				Yes	No
39. Certified copy of your financial status? (salary slip/affidavit)				Yes	No
40. Certified copy of your other certificates?				Yes	No
41. Copy of your PERSAL salary slip (employees)				Yes	No
42. Have you been a Mpumalanga Provincial Government bursary holder before?				Yes	No
43. If you were a bursary holder before, did you complete your studies?				Yes	No
44. Are you an Orphan (Proof to be submitted)				Yes	No
45. Father's Monthly Income	>R3000	R3001 – R5000	R5001 – R7000	<R7000	
46. Mother's Monthly Income	>R3000	R3001 – R5000	R5001 – R7000	<R7000	
47. Guardian's Monthly Income	>R3000	R3001 – R5000	R5001 – R7000	<R7000	
<i>Salary slips for employed parents / guardians and Affidavits unemployed parents / orphaned applicants – to be attached</i>					
48. Number of children depending on parents' / guardian's income: Higher Learning Institutions?..... / Attending School?..... Pre-School?.....					
49. Parent / Guardian employed by Mpumalanga Provincial Government?				Yes	No
50. Name of Parent's/Guardian's Employer:					
51. Telephone of Parent's/Guardian's Employer:					
52. Address of Parent's/Guardian's Employer:					
FOR MPG EMPLOYEES ONLY					
53. Department:		54. Persal No.		Salary Level: Notch:	
55. Appointment Date:		56. Nature of Appointment:			
57. Job Title:		58. Educators Post Level: (Applicable to Educators Only)			
59. Directorate:			60. Sub-directorate:		
61. Are / were you a recipient of a bursary from any government department or private company?				Yes	No
62. If "Yes" – name government department / private company:					
63. Do you still have bursary obligation to the stated government department / private company:				Yes	No
64. If "Yes" – how do you have to fulfil your obligation?				Service	Refund

TO BE COMPLETED BY: THE PRINCIPAL / HEAD OF FACULTY OF APPLICANT:

Mr. / Ms. (Surname of applicant) intends to follow a study field that is relevant to the strategic objectives of the

Mpumalanga Department of

for the following reasons:

.....

.....

and has to my knowledge the ability and drive to make a success of the course.
I have checked that the application form is completed correctly and that the required documents are attached.

.....
SURNAME **INITIALS** **RANK**

.....
SIGNATURE **DATE**

DECLARATION BY APPLICANT:

I (initials and surname) declare that:

1. The above particulars are complete and correct and I understand that any false information supplied, will lead to the immediate cancellation of the bursary,
2. All documents required are attached – if not – I understand that it will lead to the immediate cancellation of my application,
3. I understand that this application is for a bursary and not a loan and intend making my services available to the Mpumalanga Provincial Government upon obtaining the qualification in terms of the bursary contract, which is to be entered into if I am successful in my application for a bursary,
4. I understand that this bursary must be utilised as from the academic year and cannot be transferred to the following year or to another person and that no outstanding balances from previous academic years will be paid,
5. I understand that if I receive a bursary it is my responsibility to register at a registered and accredited Higher or Further learning institution to effect payment, submit my bursary contract, specified account and grade 12 final results **before 28 February each year** to the **Provincial Central Bursary Unit, Department of Education, Building Five, Riverside Government Complex, Nelspruit**. If I do not, I am aware that my bursary will be deemed cancelled,
6. I understand that no payment will be made before all documentation has been submitted.
7. I understand that I have to comply with the following to be considered for a bursary:
 - be a Mpumalanga resident / citizen
 - provide proof of the financial circumstances of my parents or guardian
 - select a qualification / study field from those that appear on the advertisement
 - be recommended by the Principal
 - study full-time should I be successful in my application
 - submit the required documents
 - complete the application form correctly
 - be obliged to enter into a contract with Mpumalanga Provincial Government

SIGNATURE OF APPLICANT:.....DATE:.....

SIGNATURE OF PARENT/GUARDIAN:DATE:.....

(If applicant is under the age of 21)

Mpumalanga Provincial Government Scarce Skills List	