



**KWAZULU-NATAL PROVINCE**

COOPERATIVE GOVERNANCE AND  
TRADITIONAL AFFAIRS  
REPUBLIC OF SOUTH AFRICA

# **COGTA**

## **BURSARY APPLICATION FORM EXTERNAL BURSARIES**

Name of the applicant: \_\_\_\_\_

University you intend to study at: \_\_\_\_\_

Name of the qualification which you are applying for: \_\_\_\_\_

District Municipality: \_\_\_\_\_

Local Municipality: \_\_\_\_\_

Ward: \_\_\_\_\_

**Instructions: Your completed Application Form must be accompanied with the following documentation:**

- 1) Certified copy of Matric certificate if you have completed your grade 12 or a copy of your Grade 11 year end results and grade 12 half year results if you are still in school.**
- 2) Certified copy of your official academic record showing marks, symbols, percentages obtained in all examinations if currently studying at a tertiary institution.**
- 3) Certified copy of your identity document and your parent's/guardian's ID's.**
- 4) Copy of acceptance letter from the tertiary institution for the intended qualification**
- 5) Proof of non-acceptance by tertiary institutions in KwaZulu Natal if studying outside of the KwaZulu Natal Province.**
- 6) Copy of the curriculum (indicating the number of years of study, number of modules/subjects to be taken) from the academic institution for the intended qualification.**
- 7) Printout from the academic institution of the tuition fees that will be required**
- 8) Income and expenditure statement of parent/legal guardian. Proof of income must be provided or a letter from the Department of Labour - parent/s stating that they are unemployed.**
- 9) Copy of certified death certificate/s of parent/s.**
- 10) Proof of Residence**
- 11) Letter of motivation (explain why you believe you are deserving of a bursary outlining your circumstances).**

**\* Please turn over to complete the form and ensure that the form is fully completed and signed by student and parents.**

**\* all documentation mentioned above must be attached.**

Please print when completing this form. Mark appropriate blocks with an "X" Failure to complete this application form fully and correctly may prejudice the applicant's chances of obtaining a bursary.

Submit the completed application form and the relevant attachments to: The Bursary Unit, Human Capital Development, Department of Cooperative Governance and Traditional Affairs, Private Bag X9078, Pietermaritzburg, 3200 / Natalia Building, 330 Langalibalele Street, Pietermaritzburg.

## PERSONAL PARTICULARS

FIRST NAMES: \_\_\_\_\_

SURNAME: \_\_\_\_\_

IDENTITY NUMBER: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_

POSTAL ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

PHYSICAL ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

TELEPHONE NUMBER: (\_\_\_\_) \_\_\_\_\_

DISTRICT: \_\_\_\_\_

CELL PHONE NUMBER: \_\_\_\_\_

LOCAL MUNICIPALITY: \_\_\_\_\_

ALTERNATE NUMBER: \_\_\_\_\_

WARD NUMBER: \_\_\_\_\_

FAX NUMBER: \_\_\_\_\_

COUNCILLOR: \_\_\_\_\_

NATIONALITY: \_\_\_\_\_

MARITAL STATUS:  
**Single/Married/Divorced/Widowed**

GENDER: **Male/female**

DISABILITY: **YES/NO** \_\_\_\_\_  
If yes, please elaborate \_\_\_\_\_  
\_\_\_\_\_

RACE: **Black/Coloured/Indian/ White**

Are you currently employed? **YES/NO** If yes, please elaborate \_\_\_\_\_  
\_\_\_\_\_

<p>Have you ever been convicted of a criminal offence, dismissed from employment or requested to resign? <b>YES/NO</b>  <b>If the answer is yes please furnish full details on a separate sheet of paper.</b></p>	<p>Did you consult a vocational counsellor regarding your choice of study?  <b>YES/NO</b></p>
<p>Have you previously received a Public Service Bursary? <b>YES/NO</b>          If yes – for which year and how long? _____</p>	
<p>Are/were you in possession of another bursary/scholarship/financial aid? (i.e NSFAS) <b>YES/NO</b>          If the answer is yes please indicate the name of the donor: _____</p>	
<p>Obligations attached to bursary/scholarship/financial aid: _____          _____</p>	
<p>Do you have any other tertiary qualifications: _____          If yes please list the qualifications obtained: _____          _____</p>	
<p>Name of the degree or diploma which you are applying for:          _____          _____</p>	
<p>What will the major subjects be for the degree or diploma?          _____          _____</p>	
<p>Number of years you intend studying for:          _____          _____</p>	
<p>Name of tertiary institution you intend studying at:          _____          _____</p>	
<p>Provisional acceptance from the tertiary institution at which you intend studying  <b>Received or Not Received:</b> _____</p>	
<p><b>QUALIFICATIONS</b></p>	
<p>Highest standard passed:          _____</p>	<p>Name of school attended:          _____          Town/city: _____          _____</p>

**UNIVERSITY AND/OR OTHER POST SCHOOL TRAINING/STUDIES**

List the subjects passed thus far:

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Address of institution/college:

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Current year of study:

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Name of degree/diploma:

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What is the remaining duration of your current studies as prescribed by the tertiary institution?

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List the subjects that still need to be completed to obtain the relevant qualification:

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Please indicate the year you started studying for the current course of studies:

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Have you ever failed any year of study?  
**YES/NO**Which year? 

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Have you rewritten the examination/s for the subject/s failed? If yes, please indicate the date of the examination:

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Student number at current institution:

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Full name of parents/legal guardians :

Father:

Mother:

Contact details of parents/legal guardians:

Father: Tel Number: \_\_\_\_\_ Cell phone number: \_\_\_\_\_

Mother Tel Number: \_\_\_\_\_ Cell phone number: \_\_\_\_\_

Address of parents/legal guardians:

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Employer of parents/legal guardians:

Father:

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Mother:

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Address of employer of parents/legal guardians:

Father:

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Mother:

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**REVIEW, SUSPENSION AND EXTENSION**

The Provincial Administration reserves the right, at any time and on any terms or conditions to:

- a) review the continuation of the bursary; or
- b) suspend the bursary; or
- c) having suspended the bursary, reinstate the bursary; or
- d) Extend the period of the bursary.

**DECLARATION**

I understand that this application for a bursary is not a loan and declare that the above particulars are complete and correct.

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**SIGNATURE OF APPLICANT**

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**DATE**

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**WITNESS**

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**DATE****SIGNATURE OF PARENTS/LEGAL GUARDIANS:**

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**MOTHER**

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**FATHER****DATE:** \_\_\_\_\_

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**WITNESS**

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**DATE**