

MANCOSA BURSARY FUND

Information Pack 2019



Bursary Fund 2019

MANCOSA recognises the changing needs of dynamic economies and is committed to skills and training development in Southern Africa. Education is the proven means of progression. MANCOSA through this bursary fund, seeks to equip talented and deserving individuals by awarding bursaries in the following areas:

Undergraduate Programmes

- Higher Certificate in Accounting
- Higher Certificate in Business Management
- Higher Certificate in Human Resource Management
- Higher Certificate in Information Technology
- Higher Certificate in Local Government and Development Management
- Higher Certificate in Marketing
- Higher Certificate in Project Management
- Higher Certificate in Public Management
- Higher Certificate in Public Sector Procurement
- Higher Certificate in Supply Chain Management
- Higher Certificate in Tax Administration
- Advanced Certificate in Financial Planning
- Advanced Certificate in Management Studies
- Bachelor of Business Administration
- Bachelor of Public Administration
- Bachelor of Commerce in Entrepreneurship
- Bachelor of Commerce in Financial Management
- Bachelor of Commerce in Human Resource Management
- Bachelor of Commerce in Information and Technology Management
- Bachelor of Commerce in Marketing Management
- Bachelor of Commerce in Supply Chain Management
- Bachelor of Commerce in Retail Management

Postgraduate Programmes

- Bachelor of Commerce Honours in Human Resource Management
- Bachelor of Commerce Honours in Marketing Management
- Bachelor of Commerce Honours in Supply Chain Management
- Bachelor of Business Administration Honours
- Bachelor of Public Administration Honours
- Postgraduate Diploma in Family Business Management
- Postgraduate Diploma in Business Management
- Postgraduate Diploma in Educational Management
- Postgraduate Diploma in Project Management
- Master of Business Administration
- Master of Public Administration

Postgraduate Certificate

- Postgraduate Certificate in Education in Further Education and Training Teaching

Who should complete this form?

MANCOSA will use this form to select candidates for the 2019 MANCOSA Bursary Fund and shortlist. Since applicants will not be interviewed, this form must to be completed legibly and accurately. This will help to process the application accurately.

Notes:

This document is not in any way an agreement or commitment. The selection of beneficiaries is dependent on academic results obtained and the outcome of the selection process.

Contact Person:

Sumayah Noorgat - Tel: +27 31 300 7200 / Email: bursary@mancosa.co.za

Bursary Fund 2019

All MANCOSA bursaries are offered for distance learning programmes, and are subject to the MANCOSA Bursary Policy. MANCOSA bursaries are only available to first time students.

The MANCOSA Bursary Fund is subject to the following conditions:

- Only students accepted and registered to study at MANCOSA may apply for a bursary;
- The student is required to pay the necessary registration fee and submit proof of payment together with the application form;
- The student agrees to complete the MANCOSA undergraduate/postgraduate programme;
- The bursary will cover 100% student fees for the January 2019 academic year, excluding the registration fee;
- The bursary excludes textbook costs, which is the responsibility of the bursary recipient;
- The student must pass all modules for the 2019 academic year for the renewal of the bursary to be considered;
- Should the student fail more than one module per year, he/she will be liable to pay back the fees for the entire years study. This will result in the cancellation of the student's bursary.

Criteria to qualify for a bursary:

- Achieve a level 4 in both Mathematics and English for students who are applying to a tertiary institution for the first time.
- Achieve an overall aggregate of 60% in Matric for students that are applying for a Higher Certificate Programme and who are applying to a tertiary institution for the first time.
- Achieve 65% aggregate in a previous qualification to qualify for a Degree Programme bursary.
- Achieve 70% aggregate in a previous qualification to qualify for an Honours or Postgraduate Programme bursary.
- Achieve 75% aggregate in a previous qualification to qualify for a Master's Programme bursary.

All applications must reach MANCOSA Bursar's office by 18 January 2019

****Note:** No late applications will be considered.

****Note:** All applications need to be submitted electronically. No hard copies will be accepted.

****Note:** Applying for a bursary does not guarantee the awarding of a bursary.

****Note:** If you have not heard from the bursary committee within 2 weeks of the closing application date, please consider your application unsuccessful.

Applicable Procedure:

The MANCOSA Bursary Fund will open on 1 January 2019, and will close on 18 January 2019. Application forms will be available online at www.mancosa.co.za.

Your application form should be accompanied by the following documents:

- A certified copy of your National Senior Certificate
- A detailed CV
- A completed Bursary Application Form
- A one page motivational letter
- A certified copy of all past qualifications
- Certified copy of your recent payslip not older than 2 months.

Bursary Fund 2019

Part A: Academic Information

Please indicate which programme you are registered on:

(Refer to Undergraduate or Postgraduate Programme Selection).

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Part B: Personal Information

Name: Surname:

Surname:

ID Number: Date of Birth:

Date of Birth:

Preferred Name: Place of Birth:

Place of Birth:

Gender ☐ Male

☐ Male

☐ Female☐ Female

* Race ☐ African

☐ African

☐ White

White

☐ Coloured☐ Coloured☐ Indian☐ Indian

Part C: Contact Information

Work/Home:

Cell Phone:

Physical Address:

Email Address:

Alternative Email:

Next of Kin Name:

Part D: Educational Information

Tertiary Education:

* Please provide certified copies of all qualifications and full academic transcripts.

Institution	Qualification	Major Subjects	Year Obtained

Mid-Term, Matriculation or Equivalent Qualification

Certificate Obtained:

School: _____

Town / City: Province:

Province:

Percentages / Symbols Obtained (Grade 12 - Matric). Please complete this section if you are a first time student applying to a tertiary institution.

[illegible]

Bursary Fund 2019

Percentages / Symbols Obtained (Technical College)

Subject	Percentages (From N5 / N6)	
	N5	N6

School/Tertiary Achievements

Part E: Family Circumstances

Do you presently have a bursary/ study loan?

☐ Yes

☐ No

If yes, please state the sponsor of the bursary / study loan

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Annual value of the bursary / study loan

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Please describe any obligations/ contracts you may have with your sponsor

--

Father's Occupation

--

Mother's Occupation

--

Guardian's Occupation

--

Part F: Financial Circumstances (To be completed by parent/guardian)

How many dependents are at tertiary institution?

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How many dependents are still at school?

--

How many dependents benefit from the monthly household income?

--

What is your gross income?

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Bursary Fund 2019

Part G: Declaration

1. I understand that all the information provided in my application may be queried and I authorise MANCOSA to contact any person or institution for relevant references.
2. I declare that the above information to my knowledge is true and correct and accept that if it were to be found that I withheld or misrepresented any information, the application will be immediately disqualified.
3. I authorise any school / university / employer to provide MANCOSA with relevant information that may assist MANCOSA in considering my bursary application.

Signature of Applicant

DATE:

Signature of Parent/Guardian (if still a minor)

DATE:

FOR OFFICE USE ONLY

Captured: Date:

Database ID:

Comments:

Other: Date:

Signature: