

1. INTRODUCTION

FoodBev SETA is one of the 23 Sector Education and Training Authorities (SETA's) mandated by the Department of Higher Education and Training to put the National Skills Development Strategy in practice. FoodBev SETA serves the Food and Beverage Manufacturing Sector in particular but has close working relations with other related SETA's to ensure the development of required skills across the sector.

The purpose of the SETA's is described in the Skills Development Act (SDA) which aims to:

- develop the skills of the South African workforce;
- improve the quality of life of workers and their prospects of work;
- improve productivity in the workplace and the competitiveness of employers;
- promote self-employment.

Through thorough research within the sector, FoodBev SETA annually determines the skills needs of the sector and implements initiatives to address these needs. As a part of its skills development initiatives, FoodBev SETA awards bursaries annually for studies aligned to critical and scarce skills identified in the food and beverage manufacturing sector. These critical and scarce skills are identified through annual reports submitted by employers, as required by the Skills Development Act. Bursary awards are categorised according to sector requirements, with due consideration of the National Skills Development Strategy 3 compiled by the Department of Higher Education and Training.

2. QUALIFYING CRITERIA

The selection of candidates is based on the following general criteria:

- Application must be completed and submitted on the prescribed application form
- All required supporting documents must be attached to the application
- Applicant must be registered as a full time student at a public higher education institution in South Africa

- Applicant must be registered for any of the programmes listed in Appendix A of the relevant FoodBev SETA Bursary Policy
- Applicant must have demonstrated a sound academic record
- Applicant must provide proof of South African citizenship or South African permanent residency
- Preference will be given to applicants who comply with the NSDS equity targets: 85% black, 54% women, 4% disabled
- Preference will be given to students who excel academically and/or demonstrate potential
- Late applications will not be considered unless FoodBev SETA at its discretion decides to allow such application

3. BURSARY CONDITIONS

Successful applicants will be required to sign a contract as acceptance and agreement to the conditions as stated below:

- Granting of bursaries is not automatic and FoodBev SETA reserves the right not to award a bursary.
- Bursaries are awarded annually and are thus not automatically renewed. Applicants who have been awarded a FoodBev SETA bursary previously, and have successfully completed the study, for which such bursary was intended, are however allowed to apply for subsequent FoodBev SETA bursaries.
- Only students who have applied by the closing date and have submitted the required application form with **all supporting documents** will be considered.
- Bursaries will be paid directly to the applicable Higher Education Institution, and not to the student.
- Bursary amount will be calculated according to the relevant FoodBev SETA Bursary Policy
- Candidates must adhere to FoodBev SETA's requirement to seek employment in the Food and Beverage Manufacturing sector upon completion of their studies. Candidates are expected to remain in such employment for a period equal to the period for which FoodBev SETA awarded a bursary or bursaries to the candidate.
- The bursary will be converted into a loan repayable to FoodBev SETA if:
 - The student terminates his/her studies, without formal permission for the interruption of studies;
 - The student does not complete his/her studies within the period specified by the department where he/she is studying;
 - The student fails the year of study and cannot continue.

4. APPLICATION INSTRUCTIONS

Completed application forms with all supporting documents must be submitted to FoodBev SETA by 19 February 2016. Applications may be submitted via any one of the following:

- E-mail to bursaries2016@foodbev.co.za
- Personal delivery to 13 Autumn Street, Rivonia, 2128

No applications received after 19 February 2016 will be taken into consideration.

5. SUPPORTING DOCUMENTS

5.1 Undergraduate Bursaries (First year students)

- ONLY applications from students enrolled for their first year of study in 2016 will be considered
- The application form must be completed in full, and has to be signed
- Certified copy of South African Identity Document or South African Passport
- Certified copy of National Senior Certificate or equivalent, with academic record
- Proof of current valid registration with the applicable Higher Education Institution for the qualification as indicated
- Account indicating the full amount for tuition fees from the Higher Education Institution
- Sworn affidavit stating that no other bursaries or awards intended for the same purpose will be accepted, or have been accepted which were intended for the same purpose

5.2 Research and Innovation Bursaries

- ONLY applications from students enrolled for a Research-based Master's or Doctorate Degree will be considered
- The application form must be completed in full, signed, and must include the written motivation as required
- Certified copy of South African Identity Document or South African Passport
- Proof of current valid registration with the applicable Higher Education Institution for the qualification as indicated
- Certified copy of highest qualification with full academic record
- Full current academic record issued by the applicable Higher Education Institution for the qualification as indicated, if applicable
- Account indicating the full amount for tuition fees from the Higher Education Institution

- Sworn affidavit stating that no other bursaries or awards intended for the same purpose will be accepted, or have been accepted.
- One page summary stating the purpose and objective of the research and/or innovation project, stipulating how it applies to the food and beverage manufacturing industry

6. NOTIFICATION OF CANDIDATES

Applications will be adjudicated by a panel of evaluators appointed by FoodBev SETA. The decision of the panel will be ratified by the FoodBev SETA Board and their final decision will be binding. Successful applicants will be notified of the outcome of their application at the latest 31 March 2016. No further communication relating to the outcome of applications will be accommodated.

7. CONTRACTUAL AGREEMENT

Successful candidates will be required to enter into a contractual agreement with FoodBev SETA which will be final and binding. The contractual agreement is aligned to the FoodBev SETA Bursary Grant Funding Policy, which is available on request. Candidates who fail to complete their studies for which the bursary is awarded will be subjected to legal obligation to refund the full amount awarded by FoodBev SETA, as per the contractual agreement.