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**SACTWU**

## **SACTWU BURSARY FUND APPLICATION FORM 2020**

**When completing the form please comply with the following:**

1. Please note that it is a requirement for all information requested on the application form to be completed in full and signed by the student and member.
2. Any assistance in completing the application form within the offices of Sactwu is free of charge. The approval of the bursary application is based on the rules of the bursary fund.
3. All required documents must be certified copies and submitted promptly (Your local Post Office or Police Station will be able to certify the documents).
4. We will correspond with you via cell phone, email address and where possible a student's email address from the respective registered institutions. The postal address provided at the top of page is the address at which you will receive your mail. Please inform us immediately of any changes.
5. Applications for study at any FET / TVET College shall not be considered.
6. Where the member is the biological parent the following document has to be submitted:
  - Certified copy of an unabridged birth certificate of the student from the Department of Home Affairs, indicating the parent's names
7. Where the member is a legal guardian it is compulsory to provide the following:
  - Valid letter of guardianship from Department of Social Development / Court Order
  - Member's marriage certificate and both member and spouse identity documents
  - The death certificate of student's biological parents.
8. Where the member is applying for his/her spouse it is compulsory to provide:
  - Member's marriage certificate and member and spouse identity documents.
9. Please ensure that the checklist provided on page 4, is completed in full and all the required documents are submitted.
10. All students who are child dependants and have received a Sactwu bursary are required to do 50 hours of community service and submit proof to the Sactwu Bursary Department, failing which penalties will apply. Should a student do more than the 50 hours of community service then a further 5% will be added to the qualifying bursary award.
11. Sactwu does not pay 100% of the tuition fees.
12. A copy of the bursary fund rules is attached to this application.

### **CLOSING DATES:**

**28th** February 2020 for full year and 1<sup>st</sup> semester study  
**7th** August 2020 for 2<sup>nd</sup> semester study

TO BE COMPLETED BY STUDENT

DETAILS OF STUDENT

Surname: \_\_\_\_\_

First Names in full: \_\_\_\_\_

Identity Number: \_\_\_\_\_ Gender:  Male  Female

Date of Birth (dd/mm/yy): \_\_\_\_\_ Age: \_\_\_\_\_

Ethnic/Population Group: \_\_\_\_\_ Marital Status:  Married  Single

Home Address: \_\_\_\_\_  
Code: \_\_\_\_\_ Province: \_\_\_\_\_

Contact No. (Home): \_\_\_\_\_ Cell No: \_\_\_\_\_

Email Address \_\_\_\_\_

How is the SACTWU member related to you:

Mother  Father  Guardian  Spouse or are you a  Member  Staff

(if member is the legal guardian, please provide letter from Department of Social Development / Court Order)

DETAILS OF PROPOSED STUDY DURING 2020

Faculty:

Arts	Commerce	Health Science	Education	Engineering
Law	Humanities	Built Environment	Science	Other

Nature of study:  Certificate  Diploma  B – Tech  Degree  Post Graduate

Course: (Eg: BSc – Engineering): \_\_\_\_\_

Occupation for which you are studying: \_\_\_\_\_

Duration of course:  1yr  2 yrs  3 yrs  4 yrs  5 yrs  6 yrs  7 yrs

Academic year of study:  1<sup>st</sup>  2<sup>nd</sup>  3<sup>rd</sup>  4<sup>th</sup>  5<sup>th</sup>  6<sup>th</sup>  7<sup>th</sup>  Final

Is this your final graduation year?  Yes  No

Did you fail any modules?  Yes  No

If yes, which modules did you fail: \_\_\_\_\_

Have you changed your faculty or course?  Yes  No

Is your registration:  Annual  Semester

Commencement date of study (dd/mm/yy): \_\_\_\_\_

Your student registration number: \_\_\_\_\_

Tuition fees for the year 2020: \_\_\_\_\_

Name of institution of study in 2020: \_\_\_\_\_

Faculty Tele no: (\_\_\_\_) \_\_\_\_\_ Faculty Fax no: (\_\_\_\_) \_\_\_\_\_

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Have you received a bursary from SACTWU in the past?  YES  NO

If Yes, please complete the following:

Year	Amount

Have you received a bursary from another sponsor?  
If yes, please complete the following:

Year	Name of Sponsor	Amount

Are you studying part-time/full-time?  Part – Time  Full - time

Are you employed /unemployed?  Employed  Unemployed

I have completed an application form to join the SACTWU Students Union (SASU) and agree to undertake 50 hours of community service as set out in the application form.

No of community service hours completed in 2019: \_\_\_\_\_

Did you attend Sactwu Winter School? \_\_\_\_\_ If so, which year: \_\_\_\_\_

Signature of student: \_\_\_\_\_ Date: \_\_\_\_\_

**TO BE COMPLETED BY MEMBER**

**DETAILS OF SACTWU MEMBER**

Surname: \_\_\_\_\_

First Name in full: \_\_\_\_\_

Identity Number: \_\_\_\_\_

Home Address: \_\_\_\_\_ Code: \_\_\_\_\_ Province: \_\_\_\_\_

Contact no (Home): \_\_\_\_\_ Cell: \_\_\_\_\_

Name of Workplace: \_\_\_\_\_

Work Address: \_\_\_\_\_ Code: \_\_\_\_\_ Province: \_\_\_\_\_

Tele no. Workplace: (\_\_\_\_) \_\_\_\_\_ Fax no. Workplace: (\_\_\_\_) \_\_\_\_\_

Your Occupation: \_\_\_\_\_ Clock No \_\_\_\_\_

How many years have you been employed in this workplace? \_\_\_\_\_ Council No: \_\_\_\_\_

Date first employed at this workplace: \_\_\_\_\_

How many years have you been a union member? \_\_\_\_\_

I am employed in the:  Clothing  Textile  Leather  Other  Staff

SACTWU Province: \_\_\_\_\_ SACTWU Branch: \_\_\_\_\_

I, (Name and Surname of member): \_\_\_\_\_

I hereby confirm that the information furnished above is accurate. I grant the union the permission to render an enquiry to verify this information. I accept that this application does not guarantee the approval of the Sactwu Bursary. I accept that the funding would be granted according to the rules of the Sactwu Bursary.

Signature of Sactwu member: \_\_\_\_\_ Date: \_\_\_\_\_

**Postal address for all correspondence:**


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Code: \_\_\_\_\_ Province: \_\_\_\_\_

**CHECKLIST - TO BE COMPLETED BY THE STUDENT**

The following documents must be submitted with this application:

		Yes	No
1	Certified copy of student's identity document		
2	Certified copy of member's identity document		
3	ID size photo of applicant		
4	Latest certified copy of member's payslip		
5	Original/certified copy of detailed statement of account from institution for 2020 (cost per module)		
6	Certified copy of matriculation certificate if 1 <sup>st</sup> year of study or 1 <sup>st</sup> time applicant		
7	Certified copy of academic record for previous years of study (all years)		
8	Proof of biological parents: *certified copy of unabridged birth certificate indicating parents name		
9	Proof of Guardianship *Valid letter from Department of Social Development /Court Order *Member's marriage certificate and member and spouse ID *death certificate of student's biological parents		
10	Proof of Marriage (in the case of application for spouse) *Marriage certificate and copies of ID for member / spouse		
11	Affidavit from member re status of employment (if member has been retrenched)		
12	Affidavit from applicant stating employed/unemployed if studying part-time or through correspondence (if employed part-time/contract – attach payslip)		
13	Completed Application Form to join SASU( only applicable to child dependants)		

**Postal address**

SACTWU Bursary Department  
P.O. Box 18359  
Dalbridge, 4014  
Tele: 0313011351  
Fax : 0865003646

**Delivery address:**

3<sup>RD</sup> Floor - James Bolton Hall  
127 Magwaza Maphalala Street  
Durban 4001  
Email: [bursaries@sactwu.org.za](mailto:bursaries@sactwu.org.za)  
Website : [www.sactwu.org.za](http://www.sactwu.org.za)

***WE WISH ALL STUDENTS THE VERY BEST FOR THEIR STUDIES IN 2020***