



BITOU MUNICIPALITY

APPLICATION FORM

MAYORAL BURSARY 2021 ACADEMIC YEAR

STUDENT FINANCIAL ASSISTANCE

PLEASE NOTE: Bitou Local Municipality **reserves the right not to accept all applicants**, only **successful applicants will be contacted**. Prospective students are strongly advised to apply for as many alternative sources of funding as possible. Your school or librarian should be able to assist you in this regard.

PLEASE TAKE NOTE OF THE BASIC CONDITIONS ON THE NEXT PAGE.

SEND APPLICATIONS TO:

**The Manager: Office of the Executive Mayor
Bitou Local Municipality
4 Sewell Street
PLETTENBERG BAY
6600**

BASIC CONDITIONS

The below basic conditions are COMPULSORY and must be met prior to the application being received and processed:

1. Eligibility for Bitou Municipality financial assistance towards further studies is confirmed to prospective students whose parents are either residents or who owns rateable property within Bitou Municipality. **Applications are STRICTLY limited to the residents of Bitou Municipality.**
2. The Municipal Council places no restrictions on the field of study intended to be followed by the applicant, other than to restrict the bursary to attendance at a recognized tertiary institution.
3. Applicants must attach copy of Grade 12 results or certificate to the application.
4. Applicants must have passed Grade 12 not prior 2020. The Bitou Municipality will allow only a Gap year + one.
5. 2nd year students and above must submit copy of previous academic years' results to the application form.
6. Applicants must attach copy of proof to the total household income to the application form.
7. Applicants must attached copy of proof to provisional acceptance at tertiary institution to the application form.
8. The bursary is not tied to the "bursary applicant" and will not be required to subsequently work for the Municipality and, similarly, there is no obligation on the Municipality to provide employment for the successful bursary applicant.
9. The availability of the bursary is advertised in the local press.
10. Applications received will be submitted to a subcommittee for initial consideration and, thereafter, if necessary, to the Accounting Officer whom may call for interviewing of short listed candidates.
11. Payment of the Financial Assistance shall be made directly to an officially registered academic/learning institution and such an institution must be registered with the Council of Higher Education and proof thereto demonstrated. Under **no** circumstances will monies be transferred to any other institution other than the one reflecting on the application form and/or had granted provisional acceptance and/or an individual. Such institution must operate within the boundaries of Republic of South Africa.
12. A Declaration **must** be submitted to Bitou Municipality, by the applicant regarding any other bursaries (financial assistance) received, the same applies in the event that no other financial assistance is due to the applicant from whatsoever institution, **by no later than 15h00 on Monday 08 February 2021.**

PART 1

**Instructions: Use black pen to complete this form where a space is provided.
Incomplete applications will not be processed.**

TITLE MR/ MRS / MS
SURNAME

NAME

ID NUMBER

STUDENT NUMBER

ARE YOU CURRENTLY BENEFITTING FROM ANY OTHER BURSARY FUNDS?
.....

RESIDENTIAL ADDRESS

.....
.....
.....

POSTAL ADDRESS

.....
.....
.....

CONTACT DETAILS (IF APPLICABLE)

HOME TELL NO:

GUARDIAN / PARENT WORK:

CELL:

APPLICANT CELL NO:

TOTAL HOUSEHOLD INCOME:

PART 2: EDUCATIONAL DETAILS

PARTICULARS OF CURRENT / FUTURE STUDIES

NAME OF INSTITUTION

NAME OF DEGREE / DIPLOMA
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MAJOR SUBJECTS / MODULES
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PART 3: DETAILS OF RELATIONSHIP WITH ANY EMPLOYEE OF THE BITOU MUNICIPALITY

DO YOU HAVE A FAMILY RELATIONSHIP WITH ANY PERSON (OFFICIAL) IN THE SERVICE OF BITOU MUNICIPALITY OR WITH ANY COUNCILLOR OF THE BITOU MUNICIPALITY?

YES	NO
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FULL NAMES AND SURNAME OF THE FAMILY MEMBER

POSITION OF THE FAMILY MEMBER INSIDE THE MUNICIPALITY

PART 4: PLEASE ATTACH CERTIFIED COPIES OF THE FOLLOWING DOCUMENTS TO THIS PAGE:

Check List

Completed and signed application form	
ID document	
Grade 12 certificate	
Proof of acceptance at tertiary institution	
Proof of total household income of parents or legal guardian	
2 nd year students and above: Proof of previous academic years' results	
Banking details of the tertiary/learning institution on original Bank letterhead	

IMPORTANT NOTICE

- * FAILURE TO COMPLETE THIS APPLICATION FORM FULLY AND CORRECTLY MAY PREJUDICE THE APPLICANT'S CHANCES OF OBTAINING FINANCIAL ASSISTANCE FROM BITOU MUNICIPALITY.

- * NO PAYMENT **WILL** BE MADE WITHOUT SUBMISSION OF THE ORIGINAL STATEMENT FOR STUDIES.

PAYMENTS WILL BE DIRECTED TO THE RECOGNISED INSTITUTION PLEASE ATTACH THE BANKING DETAILS OF THE INSTITUTION.

