

**EDEN DISTRICT MUNICIPALITY**  
**EXTERNAL BURSARY FUND POLICY**

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RAADSBESLUIT DC 265/05/12

COUNCIL RESOLUTION DC 265/05/12

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**1. PREAMBLE**

- 1.1 The Eden District Municipality external bursary Policy acknowledges that youth development is integral to the social, political and economic life of every young person in the district and society in general, taking place within the context of National Skills Development Strategy, Joint Initiative on Priority Skills Acquisition and other related skills development initiative.
- 1.2 The Eden District Municipality external bursary Policy seeks to ensure that human resource development, with specific emphasis on the youth of the District, addresses the development of human capabilities, abilities, knowledge and know-how to meet the people's ever growing needs for goods and services, to improve their standard of living and their quality of life.

**2. GUIDING PRINCIPLES**

- 2.1 The Bursary Fund is annually awarded to well deserving students, both financially and academically, to students who reside within the area of jurisdiction of the Eden District Municipality, and in compliance with the Employment Equity Act, Skills Development Act, and other relevant legislative arrangements.
- 2.2 The Area of jurisdiction of the Eden District Municipality will be seen as the boundaries of the Eden District Municipality,
- 2.3 Indigent statistics, household income, and any other relevant information shall be used to determine financially deserving student (s).

- 2.4 Only one application per family will be considered,
- 2.5 Qualifying applicant(s) shall be awarded a fix amount as referred to in clause 5(1), provided that similar award is not offered to the student by any other funding institution and this is within Eden District Municipality's financial means.
- 2.6 Bursaries will be awarded subject to the availability of funds.

### 3. QUALIFYING REQUIREMENTS

In the normal course of events Council shall recognise only qualification standards that are recognised by the South African Qualifications Framework (or any applicable legislation) and that take place at statutory recognised educational or academic institutions

- 3.1 Council will only consider applications for a first tertiary or equivalent Diploma qualifications, preparatory courses for a first qualification or other first qualifications of a technical nature.
- 3.2 In the normal course of events Council shall recognise only qualification standards that are recognised by the South African Qualifications Framework (or any applicable legislation) and that takes place at statutory recognised educational or academic institutions,
- 3.3 The courses or subjects selected shall be confined to those courses directly linked to operational activities of the Eden District Municipality and expressed in the Integrated Development Plan.
- 3.4 Applications for bursaries must be submitted on the prescribed application form and must reach the Eden District Municipality Offices annually by or before 30 November each year.
- 3.5 Applications for bursaries must be accompanied by certified statements or results of the last year or semester, in order to assist the Eden District Municipality in determining academically deserving students.

### 4. Study Fees

- 4.1 The term "**study fees**" will be deemed to mean **only** tuition fees including registration, and will not include any penalties that are imposed by the educational institution or membership of any student

body, or any fees relating to book costs, equipment, stationery, class notes, travel costs or tools. Council will pay the study fees in full directly to the educational institution, upon receipt of the tuition fee amount for the student for such studies. Should the student have in some manner managed to pay any part of the tuition fee prior to Council awarding or paying the bursary such part of the tuition fees will be repaid to the student.

4.2 The student must submit documentary proof by means of stamped statement, account or invoice on which the study fees that are payable are fully specified and defined.

4.3 Eden District Municipality may at any time during the duration of the period of the student participating in its bursary scheme require the student to submit his or her results statement or any other documentation related to his or her studies. Documentation may be directly requested from the institution.

## **5. WITHDRAWAL OF ASSISTANCE**

5.1 Should the Eden District Municipality be dissatisfied with the student study performance based upon final reports, it reserves the right to terminate all future bursary payments (or approval), where applicable.

5.2 It is an obligation to all students to submit their results or statements (study records) annually within three (3) months from the date of having written examinations.

## **6. GENERAL PROVISIONS**

6.1 The availability of bursaries will be advertised in newspapers, Eden District Municipality's website unless otherwise determined by the municipal manager.

6.2 The number of bursaries, fields of study as well as progress of bursars must be reported to Council annually.

6.3 Students may not change from the enrolled subjects/study course.

6.4 The Eden District Municipality (Human Resource Management Section) shall be responsible for the administration of the bursaries.

- 6.5 The Executive Mayor shall appoint a committee consisting of councillors and two (2) officials appointed by the Municipal Manager to assist him or her in evaluating the list of applications for purpose of making a recommendation to Mayoral Committee for approval. A representative of the Education, Training and Development Forum should also be part of the External Bursary Committee. The Trade Unions may have closer status on the Committee.
- 6.6 The Municipal Manager may, where necessary, depending on organisational operational requirements offer bursary students an opportunity to do experiential learning (i.e. shadowing, in-service training etc) within the scope of other related policies.

**Consulted: LLF:**

**Date: 15 May 2012**

**Council Approval:**

**Date: 30 May 2012**

**MM Approval:**

**Date:**

DC 265/05/12 **REPORT ON THE EXTERNAL BURSARY POLICY / VERSLAG  
RAKENDE EKSTERNE BEURSBELEID / IINGXELO NGOKUPHATHELENE  
NOMTHETHO WESIBONELELO SEZEMFUNDO NGAPHANDLE**

*Refer: Report (9/4/1/1) dated 13 March 2012 from the Executive Manager: Corporate Services: Ass HR Manager (C Scheepers)*

**RESOLVED**

That the External Bursary Policy be approved.

**BESLUIT**

*Dat die Eksterne Beurs Beleid goedgekeur word.*

**ISIQIBO**

Sesokuba Umthetho Wezibonelelo Zemalinxaso Yezemfundo  
Wangaphakathi, uphunyezwe.