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For office use

SACTWU BURSARY FUND APPLICATION FORM 2017

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. All documents requested must be certified copies and submitted promptly (Your local Post Office or Police Station will be able to certify the documents).
2. Please ensure that the correspondence address provided at the top of page 4 is the address at which you will receive your mail. Please inform us immediately of any changes.
3. Please ensure that you provide us with an email address and where possible a student's email address from the respective registered institutions.
4. Applications for study at any TVET College shall not be considered.
5. Where the member is a biological parent and there is a difference in surname please provide:
 - an affidavit by member stating that you are the biological parent with the full name and identity number of the student.
6. 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.
7. Where the member is applying for his/her spouse it is compulsory to provide:
 - Member's marriage certificate and member and spouse identity documents.
8. Please ensure that the checklist provided on page 4 is completed in full and all the required documents are submitted.
9. All students who are child dependants and have received a Sactwu bursary are required to do 50 hours of community service, 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.
10. Sactwu does not pay 100% of the tuition fees.
11. A copy of the bursary fund rules is attached to this application.

CLOSING DATES:

28th February 2017 for full year and 1st semester study
8th August 2017 for 2nd semester study

Have you received a bursary from SACTWU in the past:

Yes	No
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If Yes, please complete the following: Have you received a bursary from another sponsor?
If yes please complete the following:

Year	Amount

Year	Name of Sponsor	Amount

Are you studying part-time/full-time?

Part – Time	Full - time
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Are you employed /unemployed?

Employed	Unemployed
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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 2016: _____

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: _____

Factory Address: _____

Code: _____ Province : _____

Telephone number of Workplace: (_____) _____

Fax number of 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 Region: _____ SACTWU Branch: _____

I, (Name and Surname of member): _____

I hereby confirm that the information furnished above is accurate. I grant the union the right to render an enquiry to verify this information.

Signature of Sactwu member: _____ Date: _____

Postal address for all correspondence:

_____ 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 2017 (cost per module)		
6	Certified copy of matriculation certificate if 1 st year of study or 1 st time applicant		
7	Certified copy of academic record for previous years of study (all years)		
8	Proof for difference in surname: *affidavit by member stating that you are the biological parent		
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
Tel : 0313011351
Fax : 0865003646

Delivery address:

3RD Floor - James Bolton Hall
127 Magwaza Maphalala Street
Durban 4001
Email : bursaries@sactwu.org.za
Website : www.sactwu.org.za

WE WISH ALL STUDENTS THE VERY BEST FOR THEIR STUDIES IN 2017