



SEIFSA BURSARY SCHEME POLICY AND PROCEDURES FOR STUDY AT A UNIVERSITY OR UNIVERVISTY OF TECHNOLOGY

The Technological Fund Agreement is a SEIFSA bursary fund which provides financial assistance to selected candidates to enable them to study towards engineering qualifications and so provide technically skilled manpower for companies in the industry.

- The fund provides bursaries for engineering students of outstanding academic merit attending or intending to study at a recognized South African Institution. Selection is based on academic merit and preference is given to employees of

SEIFSA member companies and their dependents to study towards engineering at a registered South African Institution



TERMS AND CONDITIONS GOVERNING THE AWARD OF SEIFSA BURSARIES (THIS PAGE MUST BE RETAINED BY THE APPLICANT).

SELECTION CRITERIA

1. 75% average on Grade 12 academic achievements with both Mathematics and Science;
2. No Bursaries will be granted to existing students who are not promoted to the next year of study and have failed more than two Learning areas;
3. Financial status of guardian/parent(single/both); proof of income must be provided;
4. All applications must be for the next academic year;
5. For applicants passing matric, a written motivation of not more than one page highlighting the reasons for choosing the career/field of study and the expected contribution to be made;
6. For students entering second/third/fourth year of study, a summary of previous year's results must be submitted;
7. Be a South African citizen;
8. Under 35 years of age ;

-
9. Passing a standard aptitude test or similar as required by the institution;
 10. Applications from designated group will be given preference;
 11. Relevance of the course to the Metals and Engineering sector and if it fills the gap in terms of scarce and critical skills;
 12. Medical declaration by applicant if deemed necessary or is a requirement for the relevant field of study;
 13. Proof of registration or letter from the institution confirming acceptance
 14. SEIFSA's bursary committee will announce the final awarded amounts as per the bursary selection matrix which takes the above criteria into account for each and every application received in an academic year.

1. COURSES

1.1 Application forms are given to applicants who intend studying towards the following prescribed courses:

- Chemical Engineering
- Civil Engineering
- Electrical Engineering
- Electronics Engineering
- Industrial Engineering
- Materials Science
- Mechanical Engineering
- Metallurgical Engineering

Successful applicants will be informed of the outcomes of their applications before the end of December annually. If the applicant does not hear from us, the application needs to be considered unsuccessful.

2. AWARD LETTERS

2.1 Award letters will be forwarded to the successful candidates who will be requested to confirm their acceptance of the award.

2.2 Upon confirmation of acceptance of the award, the institution will be notified that the bursary has been awarded.

2.3 SEIFSA reserves the right to withdraw an offer of award.

3. AWARD CONTRACTS

3.1 A SEIFSA bursary holder must submit proof of registration to SEIFSA from the institution for that year and his/her student number before the contract is forwarded to the student for signature. The contract will set out the terms and conditions of the award.

4. BURSARY RENEWALS

- 4.1 The bursary is renewable at SEIFSA's sole discretion, subject to there being sufficient funds available, to the student's successful passing and being promoted and satisfactory reports on progress being recorded. The maximum period for any bursary awarded may not, however, exceed the normal duration of the course.
- 4.2 Existing bursary holders must reapply for funding by completing the necessary forms before **30 November** for renewal for the following academic year.
- 4.3 The bursary holder is responsible for obtaining progress reports and examination results for submission to SEIFSA. Failure to follow this procedure will jeopardise the renewal of the bursary.
- 4.4 After successful completion of the relevant qualification, the student is required to submit proof of graduation to SEIFSA.

5. BURSARY AMOUNT

- 5.1 The full amount of the bursary will be paid directly to the institution concerned.

-
- 5.2 After deducting fees and other dues payable, the balance will be paid to the student by the Registrar for extra expenses associated with academic progress in the study course, such as text-books, transport and accommodation.
- 5.3 The bursar shall provide SEIFSA with a statement of account relating to all expenses from the money spent which was received by the institution.
- 5.4 Costs associated with supplementary exams will **NOT** be paid for by SEIFSA.
- 5.5 A SEIFSA bursary holders may **ONLY** be in receipt of a fee-rebate awarded by the Institution for academic excellence and no other bursary or study award.

6. CONTRACTUAL COMMITMENT

- The student, upon successful completion of his/her studies, will be expected to work in a South African based company in the steel and engineering manufacturing sector for six (6) months in respect of every year for which the Bursary has been awarded. Students will be required to supply SEIFSA with confirmation of employment on an annual basis.
- Wherever possible the adopting Company and SEIFSA will arrange for experiential learning for the student.

-
- Should the student fail to meet the terms and conditions of the proposed award or withdraw from the course of study or obtain financial assistance from somewhere else without advising the Administration, the bursary / assistance will be cancelled.
 - In the event of the student being offered employment by the adoptive Company or within the steel and engineering manufacturing sector after the successful completion of studies, and not being able to fulfil this obligation, SEIFSA will be entitled to recover the total costs incurred plus interest at current bank overdraft rate or such lesser amount as SEIFSA at its sole discretion may determine.
 - Should SEIFSA or adopting Company be unable to offer employment within 18 months of the successful completion of studies, the student will be released of his/her indebtedness to SEIFSA.

7. GENERAL CONDITIONS

7.1 Bursaries are not awarded for correspondence courses.

7.2 Bursaries are tenable at any South African University or University of Technology Institution, selected by the candidate that is recognised by the Department of Higher Education and Training and where the engineering

programme is accredited by the Engineering Council of South Africa.

7.3 Bursaries awarded must be taken up at the relevant institution calendar year or they are forfeited.

7.4 SEIFSA must be notified immediately of any change of address.

7.5 The bursary holder may not change the course for which the bursary was awarded without the prior written permission of SEIFSA.

7.6 There are no contractual obligations attached to the Bursary but graduates are encouraged to seek employment within the metal and engineering industry.

8. APPLICATION FORMS

8.1 Application forms can be downloaded from the SEIFSA website

on www.seifsa.co.za

Applications can also be submitted with all required documentation no later than **30 November** of the year preceding commencement of the academic course.to:

SEIFSA Human Capital and Skills Development Services
P.O Box 1338
Johannesburg

2000

8.2 Extensions may be granted on occasion, only with written permission from SEIFSA.

9. TERMINATION OF THE BURSARY CONTRACT

9.1. SEIFSA may terminate the Bursary at any time should the bursary holder:

9.1.1 Fail to observe any one or more of the terms and conditions of this Agreement.

9.1.2 Be guilty of misconduct in terms of the rules of the institution or not be making satisfactory progress in his/her studies

9.1.3 Discontinue his/her study course or another course embarked on without the prior written consent of SEIFSA

9.1.4 SEIFSA will be entitled to cancel this agreement during the course of an academic year and will make no further payments on behalf of the bursary holder.