

# 2024

## Bursary Application



Reg No. 2002/009289/07

PREVIOUSLY



Alpvest Institute For Futuretech (Pty) Ltd, Company Registration Number. 2002/009289/07, is registered with the Department of Higher Education & Training, as a Private Education College under the Continuing Education (Act No. 16 of 2006) and accredited by UMALUSI, QCTO and various SETA's to offer educational Diplomas and Certificates on the levels 1 to 8 on the National Qualification Framework.

### NOTES AND INSTRUCTIONS

(READ CAREFULLY BEFORE YOU COMPLETE THE APPLICATION FORM )

1. Make sure that you read every section and that the information you provide is accurate.
2. **INCOMPLETE APPLICATION FORMS WILL NOT BE CONSIDERED.**
3. Do not send original documents. Attach the required certified copies of documents at the back of the application form
4. Completed application forms, including all the required certified documents listed must be hand delivered to the Campus Manager at a Alpvest Institute For Futuretech campus OR emailed to [info@aift.co.za](mailto:info@aift.co.za)
5. Prospective applicants, who did not receive correspondence relating to their application within 30 days from application date, can consider their application to be unsuccessful.
6. Bursary application forms are available online at [aift.co.za](http://aift.co.za)

### POPIA POLICY

The College, is committed to respecting and protecting the privacy rights of all clients, customers, in terms of the provisions of the Protection of Personal Information Act of 2013 ('POPIA' or 'the Act') by sending us your application, academic records, qualifications or any other personal information as defined by POPIA: You have disclosed up to date and accurate records; and you agree to us keeping your records in our data base as per our retention policy.

Declaration: By agreeing to the terms herein you give the College, the authority to process your personal information. The consent will remain valid until such time as have received instructions from you to request, subject to any applicable law and where appropriate, the correction, updating or deletion of your personal information held by us.

### DOCUMENTS REQUIRED TO SUPPORT YOUR APPLICATION:

| DOCUMENTS REQUIRED   | TICK |
|--|------|
| 1. Completed Enrolment Form and completed Bursary Application Form   |      |
| 2. Submit a short motivational letter stating your reason to request for a Bursary   |      |
| 3. Your application will not be considered if you do not furnish proof of the following documents:   |      |
| 3.1 Certified copy of valid NSC Certificate (if you have completed Grade 12)   |      |
| 3.2 Certified copy of valid and latest results on Official School letterhead (if currently in Grade 12)  |      |
| Certified copy of grade 9 results, if applying for Nated Engineering N1-N3   |      |
| 3.3 Certified copy of the latest academic results and full details of academic record. Results for the academic year should accompany this application and must not be submitted separately (if registered at University or College) |      |
| 3.4 Certified copy of valid South African Identity Document, if available  |      |
| 3.5 Proof of income (3 months' payslip) of Learner/Parent/Guardian   |      |
| 3.6 An affidavit if Parent/Guardian is unemployed or receiving a state grant   |      |

## PART 1 — APPLICATION DETAILS

Student Number (If Already a Registered Student): \_\_\_\_\_

State your choice of career: \_\_\_\_\_

Name the qualification you intend to study towards: \_\_\_\_\_

Are you currently registered for this course? \_\_\_\_\_

If yes, in what year of study are you in? \_\_\_\_\_

Have you applied for a bursary with Alpvest Institute For Futuretech before?

☐ YES

☐ NO

If Yes, state which qualification and when: \_\_\_\_\_

Have you applied to any other organization/s for a bursary?

☐ YES

☐ NO

State the name of the organization/s: \_\_\_\_\_

## PART 2 — PERSONAL DETAIL

Surname: \_\_\_\_\_ First Name/s: \_\_\_\_\_

Gender: \_\_\_\_\_

Date of Birth:

ID Number: \_\_\_\_\_

Nationality: RSA

If other, please specify \_\_\_\_\_

Do you have a permanent residence permit?

☐ YES

☐ NO

☐ N/A

If so, please state the permanent residence permit number: \_\_\_\_\_

Tel No: \_\_\_\_\_ Cell No: \_\_\_\_\_

Marital Status: **Married** ☐ **Single** ☐

Do you have a disability/any disabilities? \_\_\_\_\_

| NAME AND COMPLETE ADDRESS<br>OF YOUR CURRENT/LAST SCHOOL<br>OR TERTIARY INSTITUTION | APPLICANTS HOME ADDRESS | CURRENT POSTAL ADDRESS<br>(IF DIFFERENT FROM HOME ADDRESS) |
|---|-------------------------|--|
|   |                         |  |
|   |                         |  |
|   |                         |  |
| Postal Code:  | Postal Code:            | Postal Code:   |
| Tel No:   | Tel No:                 | Tel No:  |

**Details of person to contact in the case of an emergency:**

Full Name: \_\_\_\_\_

Contact No: \_\_\_\_\_

Relationship: \_\_\_\_\_

**Contact Number of Parent/Guardian:**

Name of Parent/Guardian: \_\_\_\_\_

Name of Company Employed: \_\_\_\_\_

Work Address: \_\_\_\_\_

Please indicate if either you or your parent/s have been or are employed by Alpvest Institute For Futuretech :  

| NAME | RELATIONSHIP<br>(MOTHER/FATHER) | DEPARTMENT | OCCUPATION | YEAR |    |
|------|---------------------------------|------------|------------|------|----|
|      |                                 |            |            | FROM | TO |
|      |                                 |            |            |      |    |
|      |                                 |            |            |      |    |
|      |                                 |            |            |      |    |

**PART 3 — EDUCATION DETAILS (IF APPLICABLE)****Details of secondary School you attended or are attending:**

| NAME OF SCHOOL | YEAR |    | GRADE COMPLETED |
|----------------|------|----|-----------------|
|                | FROM | TO |                 |
|                |      |    |                 |
|                |      |    |                 |

Have you written your final Grade 12 exams?  

If so, which year did you matriculate: \_\_\_\_\_ If not, indicate which grade you completed \_\_\_\_\_

**PART 4 — POST MATRIC QUALIFICATION (IF APPLICABLE)**

|                            |   |
|----------------------------|---|
| FULL NAME OF QUALIFICATION |   |
| NATURE OF QUALIFICATION    | DEGREE <input type="checkbox"/> DIPLOMA <input type="checkbox"/> CERTIFICATE <input type="checkbox"/> |
| NAME OF INSTITUTION        |   |
| TELEPHONE NUMBER           |   |

## PART 5 — DECLARATION

1. I hereby, confirm that the information contained in this Bursary Application is, to the best of my knowledge, correct and truthful. If, after being admitted to the Bursary scheme, any falsehoods or omissions are discovered in my Application, I understand that my Bursary may be terminated.
2. I understand that an investigation of myself might include reference checks from my School / Tertiary Institutions/Previous Employer/s. I authorize my School/Tertiary Institutions/Previous Employer/s, to provide Alpvest Institute For Futuretech of with relevant information and opinions that may be useful in making a decision, and release such persons and organizations from legal liability in making such statements (Please specify referees that you would like us to contact).

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3. I hereby understand that an Enrolment Form is to be fully completed and signed by myself as an extension of this Bursary Application (to be attached to this Bursary Application).
4. I hereby agree to abide by the rules and regulations and code of conduct as stipulated on the Enrolment Form.
5. I hereby understand that, in terms of the Financial Aid Policy, a performance review will be conducted and the Community Engagement Committee reserves the right to cancel the Bursary for any of the following reasons:
  - Poor performance
  - Non – attendance
  - Misconduct in terms of the Student Code of Conduct
6. Depending on the severity of the review process, I will be given counseling with a period of one month to improve my performance. Should I transgress within the given time, the cancellation of the Bursary will be effective immediately.
7. I hereby agree to assist the Campus with their marketing initiative when required or requested to do so.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Signature Parent/Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

## PART 6 — FOR OFFICE USE ONLY

| RECOMMENDATION BY            | SIGNATURE | DATE |
|------------------------------|-----------|------|
| <b>First Recommendation</b>  |           |      |
| Campus Manager               |           |      |
| <b>Second Recommendation</b> |           |      |
| Programme Manager            |           |      |

I hereby confirm that this student was awarded a TVET Bursary to the value of \_\_\_\_\_  
for the semester \_\_\_\_\_ of the \_\_\_\_\_ academic year.

| APPROVAL BY             | SIGNATURE | DATE |
|-------------------------|-----------|------|
| <b>First Approval</b>   |           |      |
| Academic Registrar      |           |      |
| <b>Second Approval</b>  |           |      |
| Chief Financial Officer |           |      |