



TSWELOPELE

LOCAL MUNICIPALITY

A MUNICIPALITY IN PROGRESS

BURSARY SCHEME

1. PREAMBLE

Whereas the Municipality believes that one of the critical factors for sustainable social development and economic growth is a skilled population;

Whereas the Municipality further believes that the most important contribution that it can make to sustainable economic growth and social development is to provide, operate and maintain basic household and business infrastructure in an effective and efficient manner;

Whereas the Municipality also believes that sustainable economic growth and social development will only be achieved in circumstances of good local governance;

NOW therefore the Municipality adopts the following a policy on bursary.

2. BURSARY SCHEME

[a] The Municipality may, subject to the availability of resources and the needs of the community, establish a bursary scheme to provide financial assistance fir persons that ordinarily reside in the Municipality, excluding councillors and employees of any municipal council, who wish to pursue a qualification on NQF levels 5, 6, 7 and 8 in a full- or part-time capacity.

[b] A bursary may be granted to a person who is not a councillor or an employee of any municipality –

[i] who wishes to study to acquire a qualification in any of the following disciplines –

- ◆ engineering;
- ◆ information technology, programming or database management;
- ◆ municipal financial management, internal auditing, supply chain management or accounting;

- ◆ law, with at least one major subject being in administrative law, labour law or mercantile law;
- ◆ environmental health or nursing sciences;
- ◆ municipal governance, public management or development management;
- ◆ spatial planning or environmental management; or
- ◆ human resources management; and
- ◆ upon approval of a written application received from such a person.

[c] The mere fact that the Municipality has granted a bursary in terms of par [b] during one academic year, does not place the Municipality under any obligation whatsoever to provide a bursary to that person during any subsequent year, provided that the Municipality –

[i] may consider granting a further bursary for a subsequent year upon receipt of an application of the bursar in question and satisfactory progress with her / his studies; and

[ii] shall not grant a bursary in respect of the repeating of any subject in the prescribed programme that the bursary failed.

[d] The Municipality may grant a bursary to a person on such terms and conditions as the Municipality may determine from time to time by resolution of the Council, provided that different conditions may be set for different persons.

[e] Applications for bursaries, except applications for bursaries in respect of studies towards the acquisition of a masters or doctors degree shall be submitted on the application form supplied for this purpose and accompanied by such supporting documentation as the Municipality may decide, not later than 31 October every year. The Municipal Manager shall for this purpose by notice in the local press and media invite interested persons to apply for bursaries.

[f] The Municipality may require an applicant for a bursary –

[i] to attend and participate in such interviews and other selection methods as the Municipality may determine; and

[ii] to submit to such scholastic aptitude tests as the Municipality may determine.

- [g] The amount of a bursary granted to a successful applicant is in the absolute discretion of the Municipality. Notwithstanding the amount of a bursary granted to a person, the bursary shall be allocated to pay or partially pay the tuition [including any application, registration and examination fees] of the applicant for the academic year immediately following the year in which the bursary was granted, provided that any balance that may remain after the fees mentioned have been settled, may be used for accommodation of the bursar in a residence on the campus of the relevant institution or for the purchase of learning material [text books], stationary, a computer and like materials and equipment.
- [h] No amount of money shall be paid or paid out to the bursar. Upon receipt of the necessary invoices and other supporting documentation as the manager responsible for financial management may decide, all payments shall be made to the relevant institution, lessor [in respect of accommodation] or supplier in any other case.
- [i] A bursar shall forfeit any advantages under the bursary scheme if she / he changes the programme in respect of which the bursary has been granted.
- [j] The mere fact that the Municipality has granted a bursary to a person, whether such bursary was granted for one or more years, shall not oblige the Municipality to employ that person upon completion of her / his studies in any capacity whatsoever, provided that the Municipality may require such a person to work for the Municipality after completion of her / his studies for a period equivalent to the period during which the person received a bursary.
- [k] Preference shall be given to applicants for bursaries from the designated groups.
- [l] No councillor or employee of the Municipality may participate or be involved in any manner in any process, committee or other structure considering the allocation of bursaries in respect of a close family member, business associate or partner. For the purpose of this paragraph, "close family member" include a councillor or employee's spouse, life partner, parent, parent in law, child, grandchild, step child or step grandchild, sibling or the own or adopted children of her / his siblings.