

## POLICY ON STUDY BURSARIES FOR COMMUNITY MEMBERS

### 1. DEFINITIONS

**BURSARY** means a financial support given to a student in terms of set criteria for pursuing studies in a given educational institution.

**DEPENDENT** a child who is dependent to a parent or any other person who is responsible for his maintenance whether voluntarily or by law.

**ELM** means Emalahleni Local Municipality and Municipality shall have a corresponding meaning.

**SELECTION** means a process by which students are selected for bursary support by Emalahleni Local Municipality.

**PRESCRIBED** means prescribed in terms of this policy.

**PUBLICATION** means a process by which members of the public are informed or notified by any kind of medium.

**NOTICE BOARD** a platform at the premises of the Municipality where the municipality normally posts information for public consumption.

**FIELD OF STUDY** means an academic program approved and accredited by South African Qualifications authority.

**RESIDENT** means a person who is ordinarily resident at Emalahleni Local Municipality.

**TERTIARY INSTITUTION** means an educational institution either private or public which is duly accredited by the National Department of Higher Education

**AGE OF MAJORITY** means the age by which a child becomes a major in terms of the Age Of Majority Act.

## 2. PURPOSE

The purpose of this policy is:

- 2.1 To assist members of the community Emalahleni Local Municipality to achieve higher levels of education in order to ensure a skilled, employable community thus achieving better standards of living within the community.
- 2.2 To make a decisive intervention in youth development whilst cognizant of the fact that the youth is at the receiving end of all forms of social ills including substance abuse, teenage pregnancy and unemployment.
- 2.3 To put in place solid administrative apparatus in order to ensure effective and smooth administration of bursary application process and disbursement of funds to approved bursary holders through fair and equitable selection criteria.

## 3. POLICY STATEMENT

- 3.1 Education is the most effective method of empowering the youth to reach greater level of social advancement. It is possible that any financial assistance given to a group of youth for further study may build a contingent of young ambassadors of Emalahleni Municipality who will go on to make a valuable contribution in Emalahleni Local Municipality, the Eastern Cape Province and the Country at large.
- 3.2 It is recognized that section 29 (1) (b) of the Constitution of the Republic of South Africa provides that the state must make the realization of the right to education including further study progressively realizable. Emalahleni Local Municipality seeks to make its own contribution to this noble constitutional injunction.

#### 4. SCOPE OF POLICY

4.1 This policy shall apply to all residents of Emalahleni Local Municipality but this shall not be construed to mean that all residents are entitled to a bursary support from the Municipality.

4.2 This policy shall not apply to members of the community who are already receiving some form of a bursary from any other source private or public.

#### 5. ESTABLISHMENT OF A BURSARY COMMITTEE

5.1 A Bursary Committee is hereby established for the purpose of administering funds allocated from by Council from the general revenue of the Municipality ( " the Bursary Committee" )

#### 6. OBJECTS OF THE BURSARY COMMITTEE

6.1 To advise Council on all matters relating to the administration of the bursary.

6.2 Advise Council about ways of sourcing alternative funding for the bursary.

6.3 To administer the selection criterion for the allocation of bursaries to residents and their dependents.

6.4 To administer all matters relating to the bursary.

6.5 To monitor the performance of all bursary holders.

#### 7. COMPOSITION OF THE BURSARY COMMITTEE.

7.1 The Bursary Committee shall be composed of the following:

7.1.1 The Mayor or his or her nominee

7.1.2 The Chief Financial Officer/delegated official.

7.1.3 Any other Municipal Official nominated by the Municipal Manager.

7.1.4 A community member duly appointed by Council and an education expert in consultation with the Department of Education.

## 8. SELECTION CRITERIA

- 8.1 In order to be approved for a bursary, a person must:
- 8.1.1 Be a resident of Emalahleni Local Municipality.
  - 8.1.2 Qualify for fulltime undergraduate study at Institutions of higher learning in South Africa.
  - 8.1.3 Pursue or intending to pursue fulltime study at a tertiary institution in South Africa.
  - 8.1.4 Be academically deserving and financial needy.
  - 8.1.5 Intending to study a field of study relevant to the needs of the Municipality and be prepared to plough back to Emalahleni Local Municipality after completing his or her studies.

## 9. ALLOCATION OF BURSARY FUNDS



- 9.1 Council may, from the revenue of the Municipality, allocate funds for the capitalization annually.
- 9.2 The bursary committee shall not be precluded from raising funds from other sources in order to capitalize the Bursary.
- 9.3 The Committee will sit at least twice annually in October and May of the following year.

## 10. DELEGATION OF AUTHORITY

- 10.1 The office of the Mayor shall be the secretariat of the Bursary and shall keep all documents regarding the bursary.
- 10.2 The Mayor shall ensure that reports about the activities of the bursary and the financial statements of the bursary are annually submitted to council twice per year.

11. EFFECTIVE DATE

This Policy will be effective on the date of approval by Council (in this case it is the 20<sup>th</sup> of November 2014).

SIGNATORIES	
Signed by Municipal Manager	
Signed on this	21 <sup>st</sup> day of NOVEMBER year 2014
At place:	LADY FRERE
	
	Municipal Manager
Signed by Speaker	
Signed on this	21 <sup>st</sup> day of NOVEMBER year 2014
At place:	LADY FRERE
	
	Speaker

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DREW VAYALA  
MUNICIPAL MANAGER

21/11/14  
DATE

  
GURPREET SINGH  
HON. SPEAKER