

External Bursary Application Form 2016



Please complete the application form thoroughly and post to:

External Bursary Department,

c/o LegalWise, P O Box 1524, Florida 1709.

OR scan and email documents to helenf@legalwise.co.za

OR hand the documents in at your nearest LegalWise Branch.

When completing the Bursary Application form, please take note of the following:

- > Read instructions carefully before filling in any information.
- > Your application must reach the LegalWise External Bursary Department by no later than 30 September.
- > Your completed application form must be accompanied by certified copies of all required supporting documentation.
- > PLEASE NOTE THAT INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED.

LegalWise offers a limited number of bursaries to its Members and/or their children. It reserves the right to accept or decline applications at its discretion and in accordance with its own internal decision-making process.

Instructions for submission of application forms:

Applications will only be considered if completed in full and submitted with all supporting documentation.

Please do not send original documents; certified copies are sufficient. SAPS or SA Post Office can certify your documents. Affidavits can be made at your local Police Station.

Supporting Documentation to be included with the Bursary Application Form:

- > A copy of your final Matric results, an academic transcript from your tertiary institution, together with your latest tertiary exam results for June 2015.
- > A motivation / essay on your life and why you should be selected as a LegalWise Bursary Holder on the page included (please use the "Motivation / Essay on your Life" form in Section 5).
- > Your Parent, Legal Guardian or friend may also write a letter of recommendation for you.
- > Proof of income of Parent(s), Legal Guardian or Spouse (e.g. pay slip, letter from employer, sworn statement or tax return statement).
- > Certified copy of your South African ID (applicant) and that of your Parent or legally appointed Guardian.
- > Proof that you are the biological or adopted child of a LegalWise Member or under the legal guardianship of a LegalWise Member (birth certificate of the child of principal member, marriage certificate, court order granting guardianship) or a LegalWise Member yourself.
- > Confirmation from the University that you have registered for your degree course to study a BA (Law), BCom (Law), LLB or BCom (Business Administration) degree.
- > Proof of LegalWise membership.

Selection Criteria

The following criteria will be strictly adhered to:

- > Bursaries will not be awarded to first year students. No exceptions will be made.
- > You must have achieved at least a "C" aggregate (60 %) in your most recent year of study. No exceptions will be made.
- > You should be able to speak, read and write English and at least one other official language.
- > In addition to academic achievement you should display a positive attitude and the commitment to succeed. You should also demonstrate initiative and have the ability to work in a team.
- > You should display good interpersonal and communication skills.
- > Shortlisted candidates will be required to go to their closest LegalWise branch for an interview before the end of December 2015.

- > Bursaries are only awarded for the year following the one in which the application was received.
- > You, your Parent(s) or Legal Guardian must be a fully paid-up Member of LegalWise. This Membership must have been active for at least two years prior to applying. No exceptions will be made.
- > No payment will be made in respect of studies already completed or for subjects which you failed to complete in the previous year of study.

Approved Institutions

Bursary applications are invited from people who are already studying full time towards a university degree for a BA (Law), BCom (Law), LLB or BCom (Business Administration) degree from one of the following approved institutions:

Nelson Mandela Metropolitan University
North-West University (Mafikeng or Potchefstroom campus)
Rhodes University
Tshwane University of Technology
University of Cape Town
University of Fort Hare
University of the Free State
University of Johannesburg
University of Kwa-Zulu Natal
University of the North
University of Pretoria
University of Stellenbosch
University of South Africa (UNISA)
University of Venda
University of the Western Cape
University of Witwatersrand (WITS)
University of Zululand
Vista University
Walter Sisulu University

What the Bursary covers:

- > The Bursary is a partial bursary awarded to cover registration and tuition fees to the maximum value of R25 000.
- > The payment of fees is conditional on academic performance during the year as well as the timely submission of all results and accounts to the Bursary Administrator.
- > The Bursary may be renewed on an annual basis on condition that the Bursary Holder demonstrates adequate academic performance, completes and performs adequately during their required vacation work at a LegalWise branch and complies with the terms and conditions of their LegalWise Bursary Agreement.

Bursary Obligations

- > The Bursary Holder is required to complete their studies in the prescribed number of years as determined by the University at which they have enrolled. Failure to do so may require the Bursary Holder to repay the amount of the Bursary awarded by LegalWise in full.
- > Successful Bursary Holders will be required to work at a LegalWise Branch closest to them during their University vacation times. Vacation work amounts to 5 weeks per annum; two weeks during the June vacation and three weeks during the December vacation. Training will be provided and Bursary Holders will be remunerated for this time.
- > Bursary Holders studying B Com (Business administration) will be required to fulfill their vacation and service level obligation in Roodepoort, Gauteng. All travel and accommodation costs will be for their own account.
- > Successful Bursary Holders will be required to fulfill a service level obligation with the Company following the completion of their degree. This will be 6 months paid service for every year for which the Bursary was awarded.

LegalWise External Bursary Application Form 2016

PLEASE
ATTACH A
COLOUR
PASSPORT SIZE
PHOTOGRAPH
HERE

SECTION 1. Particulars of Applicant

FIRST NAMES	<input type="text"/>	TITLE	<input type="text"/>
SURNAME	<input type="text"/>	ID NO	<input type="text"/>
DATE OF BIRTH	<input type="text"/>	HOME TEL	<input type="text"/> <small>AREA CODE</small>
EMAIL ADDRESS	<input type="text"/>	ALTERNATIVE TEL	<input type="text"/> <small>AREA CODE</small>
RESIDENTIAL ADDRESS	<input type="text"/>	CELL NO	<input type="text"/>
	<input type="text"/>	POSTAL ADDRESS	<input type="text"/>
	<input type="text"/> <small>CODE</small>		<input type="text"/>
PROVINCE	<input type="text"/>	PROVINCE	<input type="text"/> <small>CODE</small>

PLEASE TICK APPLICABLE BLOCKS

ANY DISABILITIES?* YES NO IF YES, PLEASE SPECIFY

GENDER* MALE FEMALE POPULATION GROUP* ASIAN BLACK COLOURED WHITE

*GENDER, POPULATION GROUP & DISABILITY INFORMATION IS REQUIRED FOR EMPLOYMENT EQUITY PURPOSES ONLY

SECTION 2. Particulars of LegalWise Member who is the Parent/Legal Guardian of the applicant

TITLE	<input type="text"/>	LEGALWISE MEMBERSHIP	<input type="text"/>
FIRST NAMES	<input type="text"/>	NO	<input type="text"/>
SURNAME	<input type="text"/>	ID NO	<input type="text"/>
RELATIONSHIP TO APPLICANT	<input type="checkbox"/> MOTHER <input type="checkbox"/> FATHER <input type="checkbox"/> LEGAL GUARDIAN* <input checked="" type="checkbox"/> PLEASE TICK	TEL HOME	<input type="text"/> <small>AREA CODE</small>
OCCUPATION	<input type="text"/>	TEL WORK	<input type="text"/> <small>AREA CODE</small>
EMPLOYER	<input type="text"/>	CELL NO	<input type="text"/>
RESIDENTIAL ADDRESS	<input type="text"/>	EMAIL	<input type="text"/>
	<input type="text"/>	POSTAL ADDRESS	<input type="text"/>
	<input type="text"/> <small>CODE</small>		<input type="text"/>
PROVINCE	<input type="text"/>	PROVINCE	<input type="text"/> <small>CODE</small>

* Please supply proof of court ordered guardianship

SECTION 3. Particulars of Parents/Legal Guardian, Applicant and family (living in one household)

Father/Stepfather

SURNAME FIRST NAMES

MARITAL STATUS MARRIED DIVORCED/SEPARATED WIDOWED NEVER MARRIED PLEASE TICK ✓

EMPLOYED YES NO IF YES PERMANENT TEMPORARY PENSIONER YES NO

EMPLOYER OCCUPATION

TOTAL INCOME (SALARY, WAGES, PENSION, GRANT) PER MONTH

PLEASE SUPPLY PROOF OF INCOME (PAYSLIP, LETTERFROM EMPLOYER, SWORN STATEMENT OR TAX RETURN STATEMENT)

Mother/Stepmother

SURNAME FIRST NAMES

MARITAL STATUS MARRIED DIVORCED/SEPARATED WIDOWED NEVER MARRIED PLEASE TICK ✓

EMPLOYED YES NO IF YES PERMANENT TEMPORARY PENSIONER YES NO

EMPLOYER OCCUPATION

TOTAL INCOME (SALARY, WAGES, PENSION, GRANT) PER MONTH

PLEASE SUPPLY PROOF OF INCOME (PAYSLIP, LETTERFROM EMPLOYER, SWORN STATEMENT OR TAX RETURN STATEMENT)

Legal Guardian (Please supply proof of court ordered guardianship)

SURNAME FIRST NAMES

MARITAL STATUS MARRIED DIVORCED/SEPARATED WIDOWED NEVER MARRIED PLEASE TICK ✓

EMPLOYED YES NO IF YES PERMANENT TEMPORARY PENSIONER YES NO

EMPLOYER OCCUPATION

TOTAL INCOME (SALARY, WAGES, PENSION, GRANT) PER MONTH

PLEASE SUPPLY PROOF OF INCOME (PAYSLIP, LETTERFROM EMPLOYER, SWORN STATEMENT OR TAX RETURN STATEMENT)

Self-sufficient (no assistance from Parents/Legal Guardian. You support yourself financially)

SURNAME FIRST NAMES

MARITAL STATUS MARRIED DIVORCED/SEPARATED WIDOWED NEVER MARRIED PLEASE TICK ✓

EMPLOYED YES NO IF YES PERMANENT TEMPORARY

EMPLOYER OCCUPATION

TOTAL INCOME (SALARY, WAGES, PENSION, GRANT) PER MONTH

PLEASE SUPPLY PROOF OF INCOME (PAYSLIP, LETTERFROM EMPLOYER, SWORN STATEMENT OR TAX RETURN STATEMENT)

Family Details

NUMBER OF PEOPLE LIVING IN YOUR HOUSEHOLD, INCLUDING YOURSELF

NUMBER OF CHILDREN IN YOUR FAMILY WHO ARE STILL AT SCHOOL
(GRADE R – GRADE 12)

NUMBER OF STUDENTS IN YOUR FAMILY STUDYING AT UNIVERSITY OR
ANOTHER TERTIARY INSTITUTION, INCLUDING YOURSELF

SECTION 4. Applicant's study information

ACADEMIC INFORMATION (Include copies of your matric certificate and academic transcript)

GRADE 12			MOST RECENT UNIVERSITY RESULTS		
SUBJECTS	%	HG/SG	SUBJECTS		%

TERTIARY INFORMATION

NAME OF INSTITUTION YOU ARE CURRENTLY STUDYING AT

DEGREE YOU ARE CURRENTLY STUDYING STUDENT NO

WHAT YEAR ARE YOU CURRENTLY IN

WHAT YEAR OF STUDY IS THE 2016 BURSARY APPLICATION FOR PLEASE TICK

DURATION OF DEGREE (YEARS OF STUDY IN TOTAL)

PLEASE REMEMBER TO ATTACH YOUR MATRIC RESULTS, YOUR TERTIARY ACADEMIC TRANSCRIPT TO DATE AND YOUR JUNE 2015 EXAM RESULTS

OTHER PERSONAL PARTICULARS

ACHIEVEMENTS E.G. AWARDS, PRIZES, LEADERSHIP POSITION, ETC

SPORTS ACTIVITIES

MEMBERSHIP OF CLUBS, ORGANISATIONS, ETC

HOBBIES AND SPECIAL INTERESTS

SECTION 6. Supporting Documentation

The following supporting documentation must accompany your application

Please tick ✓ on YES if you have included the specific document (your application will be rejected without the relevant documentary proof)

1. Have you included a copy of the relevant LegalWise Membership information (Membership number/card)? YES
2. Have you included a certified copy of your Grade 12 certificate? YES
3. Have you included a certified copy of your latest tertiary academic transcript including this year's June exam results? YES
4. Have you included certified copies of all ID documents required? YES
5. Have you included proof of court ordered guardianship if required? YES
6. Have you included certified copies of payslips for your parents/legal guardian(s)? YES
 - > If your parents/legal guardians are self-employed, have you included a copy of their latest financial statements or a sworn affidavit? YES
 - > If parents/legal guardians are unemployed have you included sworn affidavits? YES
 - > If your parents are still alive but you reside with a legal guardian have you included a payslip of your legal guardian? YES
 - > If you are supporting yourself without assistance from your parents/legal guardians have you included a sworn affidavit? YES

SECTION 7. Declaration

I HEREBY DELARE TO THE BEST OF MY KNOWLEDGE THAT THE PARTICULARS AND INFORMATION FURNISHED IN THIS APPLICATION FORM AND SUPPORTING DOCUMENTATION IS TRUE AND CORRECT

NAME OF APPLICANT _____

SIGNATURE OF APPLICANT _____ DATE _____

NAME OF PARENT OR LEGAL
GUARDIAN (IF APPLICABLE) _____

SIGNATURE OF PARENT OR
LEGAL GUARDIAN (IF APPLICABLE) _____ DATE _____