



THE FORESTRY AND HORTICULTURE INDUSTRIES EDUCATION FUND (FHIEF)

COVER SHEET

PLEASE COMPLETE THE APPLICATION FORM IN BLOCK LETTERS			
SURNAME OF APPLICANT			
FULL NAMES OF APPLICANT			
RENEWAL BENEFIT APPLICANTS (<i>NOT FIRST TIME</i>) TO COMPLETE AND SUBMIT			SUBMISSION DATE
ANNEXURE A		MEMBERSHIP APPLICATION FORM	31 AUGUST 2021
ANNEXURE D		APPLICATION FOR RENEWAL OF BENEFITS	31 AUGUST 2021
ATTACHMENT 1		ACADEMIC RESULTS (LATEST)	31 AUGUST 2021
ATTACHMENT 2		PROOF OF ENROLMENT AT THE TERTIARY INSTITUTION FOR 2022	31 AUGUST 2021
ATTACHMENT 3		CERTIFIED COPY OF IDENTITY DOCUMENT	31 AUGUST 2021
ATTACHMENT 4		CERTIFIED COPY OF FINAL ACADEMIC RESULTS (LATE SUBMISSION WILL NOT BE CONSIDERED)	8 JANUARY 2022 (WHEN ISSUED)
ATTACHMENT 5		QUOTATION FROM INSITUATION	31 AUGUST 2021

IMPORTANT

1. Parents of applicants to complete the *FHIEF Membership Application (Annexure A)* which has to be paid up for a period of at least 12 (twelve months).
2. Please complete **all pages** of the *Application for Benefits form (Annexure B)*.
3. First-Time applicants to give the *Confidential Report form (Annexure C)* to their Headmaster for completion and submission - Please attach confidential report to the application form.
4. Renewal-of-a-Benefit applicants to complete *Application for Renewal Benefits form (Annexure D)*
5. Please submit *latest academic results – the official mid-year (June) Grade 12 (Standard Ten / Matric) results* as verified by the school Principal.
6. Renewal applicants must attach their *latest academic results*.
7. First-Time applicants should forward a certified copy of their *final Senior Certificate / Grade 12 certificate* to their HR department as soon as it becomes available but no later than 8 January of the New Year.
8. Renewal applicants should forward a *certified copy of their final results from the tertiary institution* where they have been studying as soon as it becomes available but no later than 8 January of the New Year. Late submissions of final results will not be considered for funding.
9. Both first time and renewal applicants should provide *proof of enrolment at the Tertiary Institution* in 2022.
10. All applicants are to provide *fully completed forms* along with *all supporting documentation*, in order to be considered. Incomplete applications will not be processed. Please complete all sections of the forms and attach all necessary supporting documentation, incomplete applications will not be considered for funding.

Students may not change their courses or institutions during their academic year without prior notification and authorisation from the Head Office Human Resources Department.
Incomplete applications will not be considered.

FHIEF Renewal Application Form for 2022

Westfalia Fruit (Pty) Ltd | Registration No 2005/033132/07

9 Eton Road, Parktown, Johannesburg, South Africa | Tel +27 11 076 8358

Email info@westfaliafruit.co.za | www.westfaliafruit.com

Directors: A Brand, R du Toit | Company Secretary Hans Merensky Holdings (Pty) Ltd | www.hmh.co.za



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(FHIEF)**

APPLICATION FOR BENEFITS FORM - RENEWAL APPLICANTS

This application must be completed by the applicant in his or her own handwriting and must be submitted to the Human Resources Department concerned on or before 31 August of the year before the intended year of study.

STUDENT TO COMPLETE: PERSONAL PARTICULARS					
SURNAME (BLOCK LETTERS)				TITLE: (i.e. Mr/Ms)	
FIRST NAMES (IN FULL)		PREFERRED NAME			
DATE OF BIRTH		ID NUMBER			
GENDER		RACE			
TELEPHONE		CERTIFIED COPY OF ID ATTACHED	YES	NO	
MOBILE PHONE NUMBER					
E-MAIL ADDRESS					
YOUR POSTAL ADDRESS					
YOUR HOME ADDRESS					
MUNICIPALITY		PROVINCE			
PERSON WITH DISABILITY	YES <input type="checkbox"/>	NO <input type="checkbox"/>	IF YES, SPECIFY NATURE OF DISABILITY:		
CRIMINAL RECORD	YES <input type="checkbox"/>	NO <input type="checkbox"/>	IF YES, PLEASE PROVIDE DETAIL OF CRIMINAL RECORD:		
DETAILS OF PARENT TO BE COMPLETED					
SURNAME OF PARENT (BLOCK LETTERS)					
FIRST NAMES OF PARENT (IN FULL)					
PARENTS ID NUMBER					
EMPLOYEE NUMBER		NAME OF COMPANY WHERE PARENT WORKS			
GRADE		SITE LOCATION			

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JOB TITLE (POSITION HELD BY PARENT IN THE COMPANY)				PARENT'S START DATE AS EMPLOYEE AT THE COMPANY	
STATE THE DETAILS OF CHILDREN THAT ARE DEPENDENT ON THE PARENT (NAME & AGE)					
YOUR PARENT'S POSTAL ADDRESS					

PLANNED STUDIES AT A TERTIARY INSTITUTION FOR 2022					
AT WHICH TERTIARY INSTITUTION ARE YOU ENROLLED?					
WHAT IS YOUR STUDENT NUMBER?					
WHAT IS THE NAME OF THE COURSE THAT YOU ARE ENROLLED FOR?					
STATE ALL THE YEARS THAT YOU WERE ENROLLED AND RECEIVED A BURSARY FROM FHIEF					
WHAT IS THE MINIMUM NUMBER OF STUDY YEARS TO COMPLETION FOR THIS COURSE?					
WHAT IS YOUR CURRENT YEAR OF STUDY?					
LIST THE MAJOR SUBJECTS THAT YOU PLAN TO ENROL FOR IN 2022					
LIST THE MINOR SUBJECTS THAT YOU PLAN TO ENROL FOR IN 2022					
IS IT YOUR INTENTION TO STAY IN RESIDENCE IN 2022? (YES OR NO)					
IF NO, WHAT ARE YOUR HOUSING PLANS FOR 2022 AND THE COST?					
HAVE YOU REGISTERED FOR ACCOMMODATION IN A RESIDENCE FOR 2022? (YES OR NO)					
LIST ALL THE SUBJECTS THAT YOU HAVE COMPLETED AT THE TERTIARY INSTITUTION TO DATE (PLEASE ATTACH FULL ACADEMIC RECORD)					
SUBJECT NAME & YEAR	SUBJECT NAME & YEAR	SUBJECT NAME & YEAR	SUBJECT NAME & YEAR	SUBJECT NAME & YEAR	SUBJECT NAME & YEAR



YOU HAVE TO PROVIDE US WITH DETAILS OF THE COSTS (INCLUDING QUOTATIONS) OF YOUR INTENDED STUDIES IN 2022 (IF THIS SECTION IS NOT COMPLETED YOUR APPLICATION WILL NOT BE CONSIDERED) (PLEASE ATTACH ALL NECESSARY SUPPORTING DOCUMENTS)			
TUITION FEES		RESIDENCE FEES (WITH MEALS IF AVAILABLE)	
MEALS ONLY (Estimate)		RESIDENCE FEES (WITHOUT MEALS IF AVAILABLE)	
HAVE YOU BEEN AWARDED ANY ADDITIONAL FINANCIAL ASSISTANCE/SPONSORSHIP FOR YOUR STUDIES IN 2022?		YES	NO
IF YES, PROVIDE DETAILS OF THE AMOUNT IN RANDS			
IF YES, PROVIDE THE NAME OF YOUR SPONSOR			
HAVE YOU PREVIOUSLY HELD A FHIEF BURSARY FOR ANY OTHER COURSE OF STUDY? YES / NO			
(If yes, please supply the course name, and year of bursary)			

NOTES: (SEE ANNEXURE F)

- Please note that the trustees will set the meal allowance on an annual basis, and it may not be equal to the meal costs charged by the particular tertiary institution.
- If the student will not reside in residence the trustees will annually determine a residence fee.

CONDITIONS

I hereby apply for an education benefit to assist me in furthering my studies and accept the following conditions:

- 1.1. The Foundation reserves the right to demand repayment of moneys paid as benefits under the Forestry and Horticulture Industries Education Fund should I halt my studies or not pass my examinations.
- 1.2. Consideration will be given to annual renewal of the benefit only if I passed examinations of the previous year.

2 PERSONAL INFORMATION

- 2.1 The applicant (on condition they are 18 years of age and above), or parent or guardian with the sufficient legal authority to consent on the applicants behalf (in the case of the applicant being a child as defined in the Protection of Personal Information Act) hereby expressly gives the company permission to process and if need be further process, any of their personal information (as currently defined in the Protection of Personal Information Act or any legislation which may amend and/or supersede the aforementioned Act from time to time ["Personal Information Legislation"]):
 - 2.1.1 including but not limited to maintaining personal contact details, to comply with applicable legislation,
 - 2.1.3 in order to comply with laws and other measures designed to protect or advance persons, or categories of persons, disadvantaged by unfair discrimination.



- 2.2 For purposes of this clause, “processing” refers to processing as defined in the Personal Information Legislation and includes but is not limited to collecting, receiving, recording, organising, collating, storing, updating, retrieving, altering, using, disseminating, distributing, merging, linking, blocking, degrading, erasing or destroying of any personal information, , “further processing” shall mean the processing of the personal information collected in accordance or compatible with the purpose for which it was collected in terms of section 13 of the Protection of Personal Information Act.
- 2.3 The applicant similarly consents to the processing, analysing and assessment of the applicant’s personal information by any other third party duly designated by the company for that purpose, whether based in South Africa or in other jurisdictions. Any personal information of the applicant will only be used by any such third parties in accordance with the instructions of the company.
- 2.4 The applicant warrants that any and all personal information provided by the applicant to the company shall at all times be true and correct and that the provision of inaccurate and/or misleading personal information shall be subject to appropriate legal action.
- 2.5 The information supplied to the company shall be retained for the duration of the qualification and 3 years post qualification after which the company will then delete/destroy the information.
- 2.6 The processing of personal information by the company shall further be subject to the applicable policy regulating this in place at the company and amended from time to time in the sole discretion of the company. The company shall ensure that the employee is at all times aware of the aforementioned policy and amendments thereto.

NAME & SURNAME OF STUDENT IN FULL:

SIGNATURE OF STUDENT:

DATE:

ATTACHMENTS		
PLEASE INDICATE THAT THE FOLLOWING DOCUMENTS ARE ATTACHED:	YES	NO
Certified copy of full academic record including most recent results		
Certified copy of Identity Document		
Proof of costs from Tertiary Institution		
Proof of your Registration at the Tertiary Institution		

APPLICATION CHECKED BY HUMAN RESOURCES BRANCH MANAGEMENT CONFIRMING THAT ALL SECTIONS OF THIS FORM HAVE BEEN COMPLETED CORRECTLY AND THAT ALL THE ABOVE REQUIRED DOCUMENTS ARE ATTACHED:

SIGNED: **DATE:**

NAME OF HR MANAGER /PRACTITIONER:



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