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**INSTRUCTIONS AND INFORMATION FOR APPLICANTS**

**PLEASE READ THE INSTRUCTIONS AND INFORMATION BELOW CAREFULLY BEFORE COMPLETING THIS FORM.**

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NB: A fully completed application with all relevant supporting documentation MUST be sent to applications@saadp.co.za

1. **You will need:**
	1. To have access to the internet.
	2. To have an active email address.
	3. To have an active cell phone number.
2. **General application information**
	1. SAADP applications open on 02 January and close on 31 August every year.
	2. Applications are currently open to Black and Coloured, South African Matric learners applying for 1st year of study at any partner university (currently Wits, UCT, or UP).
	3. Any application to a non-partner university will be automatically rejected.
	4. Applicants may only apply once.
	5. Completed applications must be submitted to applications@saadp.co.za with relevant supporting documents.
	6. Supporting documents that may not be available at the time of applying may be sent to applications@saadp.co.za whenever they become available, even after the closing date.
	7. All shortlisted applications will be subjected to a stringent selection process.
	8. Applying for the bursary before the closing date is the applicant’s responsibility.
	9. Applying to the university before the closing date is the applicants’ responsibility.
	10. Incomplete and/or late applications will not be considered.
3. **About the bursary**
	1. SAADP relies on donations from private and public donors.
	2. The bursary awards are highly dependent on the availability of donations. Lack of donations results in lack of or no award.
	3. SAADP reserves the right not to award bursaries.
	4. To apply, Matric learners must be doing well in Mathematics, English, and Physical Sciences, achieving at least 80% in these subjects.
	5. Matric learners from the Commercial stream are eligible to apply, however, they must apply to the University of Cape Town. Presently, UCT does consider applicants with no Physical Sciences.
	6. The SAADP bursary is renewable each year pending good academic performance.
	7. Below are DOCUMENTS to be submitted with the application form:

|  |  |
| --- | --- |
| No. | **Required Documentation** |
| 1. | A certified copy of your South African ID or card – both sides or birth certificate. |
| 2. | Certified copies of the Grade 10, 11 final reports, and Grade 12 (term 1, 2, and 3) reports. |
| 3. | Certified copy of Matric Statement of Results (when it becomes available) or National Senior Certificate (if already available). |
| 4. | A copy of the provisional admission letter to a partner institution you applied to study at. |
| 5. | A certified copy of a death certificate or an affidavit in the case of deceased parent(s). |

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**What will happen after applying?**

All applications will go through the following stages:

**STAGE 1: Pre-screening**

Applications will be screened to check if they meet the following basic requirements:

* Whether the applicant meets the requirement in 2.2 above.
* Whether the application was submitted before or on the closing date (31 August). SAADP may extend the closing date at its discretion.
* Whether the application has been completed in full.
* Whether the applicant has attached Grade 10,11 final reports, and Grade 12 reports showing term 1, 2, and 3 results.
* Whether a final Statement of Results or National Senior Certificate has been submitted.
* Whether the applicant has attached a recently certified ID copy or Birth Certificate (certified not earlier than 3 months ago).

**STAGE 2: Shortlisting**

* Applications that meet the requirements (in stage 1) will be forwarded to the Selection Committee for shortlisting.
* The Selection Committee will screen applications further (NB: SAADP staff is not part of this process).
* Approved applications will be shortlisted, and the shortlist will be processed by SAADP.
* SAADP will communicate with only shortlisted applicants.
* Applicants who don’t receive any communication from SAADP at the end of February after having submitted their final Statements of Results/NSC must accept that their applications have been unsuccessful.

**STAGE 3: Submission of Statements of Results**

* SAADP shall wait for the submission of final Statements of Results or NSC.
* It is the applicant’s responsibility to submit their final Statement of Results or NSC to SAADP at applications@saadp.co.za
* Applicants who don’t submit their Statements of Results or NSC to SAADP shall be assumed to be no longer interested in the SAADP bursary and shall be removed from the shortlist (if shortlisted).

**ALL APPLICANTS MUST NOTE THAT:**

* The South African Actuarial Development Programme is an independent Non-Profit Organisation mandated to consider applicants who only applied to study Actuarial Science at one of its partner universities, i.e. the University of the Witwatersrand, the University of Cape Town, and the University of Pretoria.
* SAADP only supports Actuarial Science students who have gone through its selection process and have been admitted into the programme.
* SAADP relies on donations from both private and public companies to offer bursaries and pay for its operations. No bursaries may be offered if there are no donations received.
* All SAADP applicants are therefore encouraged to also apply for other potential funders that may be available.
* Due to the large number of applications received each year, applications must not expect any acknowledgment of receipt of applications.

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**ACTUARIAL SCIENCE BURSARY APPLICATION - Matric**

PLEASE READ THE INSTRUCTIONS ABOVE CAREFULLY BEFORE COMPLETING THIS FORM.

|  |  |
| --- | --- |
| What best describes you currently? | Matric learner [x]  | Completed Matric and took a gap year [x]  | Completed Matric and working [x]  |
| University you applied to or wish to apply to. | *You may choose more than 1* | UCT [x]  | UP [x]  | Wits [x]  |

**SECTION 1: Personal Details**

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|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Title | Ms [x]  | Mr [x]   | *Specify if ‘other’* | Click to enter text | Are you a South African? |  Y [x]  | N [x]  |
| First Name | Click or tap here to enter text. | Surname | Click or tap here to enter text. |
| ID No. | Enter text | Gender | M [x]  | F [x]  | Population Group | Black [x]  | Coloured [x]  | Indian [x]  | White [x]  |
| Email Address | Click to enter text | Home language | Enter text | Other language(s) | Click or tap here to enter text. |
| Primary mobile number | Click or tap here to enter text. | Alternative mobile number | Click or tap here to enter text. |
| Physical Address | Click or tap here to enter text.  | Code | Enter text |
| Province | Click or tap here to enter text. | Local Municipality | Click or tap here to enter text. |
| Preferred method of communication | Email [x]  | Mobile [x]  |  |
| Do you live with any disability? | Yes | [ ]  | No | [ ]  |   |
| *If “yes”, please give details:* |
| Click or tap here to enter text. |

Who is your closest contact person we can call if we are unable to reach you on your mobile number?

|  |  |  |  |
| --- | --- | --- | --- |
| Name & Surname | How are you related? | Mobile Number | Email Address |
| Click to enter text | Click to enter text | Click to enter text | Click to enter text |

Next of Kin (not living with you)

|  |  |  |  |
| --- | --- | --- | --- |
| Name & Surname | How are you related? | Mobile Number | Email Address |
| Click to enter text | Click to enter text | Click to enter text | Click to enter text |

**SECTION 2: Academic information**

|  |  |
| --- | --- |
| High School you’re currently attending or attended  | Click or tap here to enter text. |
| Have you participated or are you participating in any project aimed at improving academic results? (e. g. Kutlwanong, SAICA Thuthuka Camp, ProMaths, ProTech, TRAC, etc.? | No [ ]  | Yes [ ]  | *If ‘Yes’, specify the name of the project(s).* | Click to enter text |

List your subjects below.

|  |  |
| --- | --- |
| Click to enter text | Click to enter text |
| Click to enter text | Click to enter text |
| Click to enter text | Click to enter text |
| Click to enter text | Click to enter text |

|  |  |  |  |
| --- | --- | --- | --- |
| Have you applied for any other bursary besides SAADP? | Yes [x]  | No [x]  | Bursary provider | Status (their feedback) |
| Click to enter text | Click to enter text |
| Click to enter text  | Click to enter text |
| Click to enter text | Click to enter text  |

**SECTION 3: Family Information**

Please list your family members below:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name and Surname | Relationship | Education | Employed | Occupation | Employer |
| Click to enter text | Click to enter text | Click to enter text | Y [x]  | N [x]  | Click to enter text | Click to enter text |
| Click to enter text | Click to enter text | Click to enter text | Y [x]  | N [x]  | Click to enter text | Click to enter text |
| Click to enter text | Click to enter text | Click to enter text | Y [x]  | N [x]  | Click to enter text | Click to enter text |
| Click to enter text | Click to enter text | Click to enter text | Y [x]  | N [x]  | Click to enter text | Click to enter text |

**SECTION 4: Tell us about yourself**

Write a paragraph about yourself including academic achievements, leadership qualities, and overall involvement in your community:

|  |
| --- |
| Click to enter text |

List 5 or more reasons why you want to be an actuary.

|  |
| --- |
| Click to enter text |

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| --- |
| **PROTECTION OF PERSONAL INFORMATION ACT (POPIA)** |
| **We, the parents/guardians of / I, the applicant of the SAADP bursary accept that the information provided here was given voluntarily. We/I permit SAADP to:** * Store the data in its files and electronic systems.
* Share data with only relevant parties involved via SMS, email, fax, post, or hand delivery.
* Generate and share with relevant parties all academic, attendance, behavioral and other programme/bursary-related records.
* Use both the provided and generated data for purposes of providing relevant services to the applicant (including but not limited to; contacting parents, him/her with relevant support; updating the alumni register, researching and reporting on the programme's demographics and performance).
* Pass it on to relevant parties where required to do so as part of the programme's reporting and where legally required to do so.
 |
| **PERMISSION TO USE PHOTOGRAPHS** |
| I understand and acknowledge that, from time to time, informal and formal photographs of the students are taken and that, insofar as these photographs are placed in the possession or control of SAADP, these photographs might be used by SAADP in electronic and printed media, including SAADP website, social media platforms, newspapers, brochures, or banners for the purpose of marketing and promoting SAADP.  |
| **Please TICK next to that which applies** |
| I, the applicant/We, the parent(s)/guardians | GIVE PERMISSION  |  [ ]  | for the use of my/our child's photographs as per above. |
| DO NOT GIVE PERMISSION |  [ ]  |  for the use of my/our child's photographs as per above. |
|  |
| Applicant's Name and Surname | Click to enter text   | Signature | Click to enter text | Date | Click. |
| **NB: Parent(s)/guardian(s) to sign below only where an applicant is under 18 years of age:** |
| Parent's/Guardian's name):  |  Click to enter text  | Signature:  |  Click to enter text | Date | Click. |

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| --- |
| **HOW DID YOU (THE APPLICANT) HEAR ABOUT BURSARIES OFFERED BY SAADP?** |
| 1 | From a visit by a SAADP representative to your school/area. |  [ ]   |
| 2 | From a friend. |  [ ]   |
| 3 | From an existing SAADP student. | [ ]  |
|  4 | From a pamphlet handed out at a university.  | [ ]  |
| Was this a SAADP pamphlet?  |  Yes | [ ]  | No   | [ ]  |
| 5 | Internet. [x]  | Which website?  | [www.zabursaries.co.za](http://www.zabursaries.co.za/)  |
| 6 | Media [ ]  | Specify. E.g., social media, radio, etc. | Click to enter text |
| 7 | Other [ ]   | Specify here |

|  |
| --- |
| **Applicant's Certification Statement** |
| I certify that all information provided as part of this application is true and correct to the best of my knowledge. I give my consent to the South African Actuaries Development Programme to use the information provided herein for the purpose of bursary consideration. |
|
| Applicant's Full Name and Surname |  Click to enter text | Date  | Click. |

|  |
| --- |
| **IMPORTANT:** SAADP reserves the right not to award bursaries. Due to the large number of applications received each year, applications will not be acknowledged. If you have submitted your final Statement of Results in January and have still not received any response from us at the end of January, please consider your application unsuccessful. |

**Submit this form to** **applications@saadp.co.za**

By submitting this form, you acknowledge that you have read and understood the information provided on pages 1 and 2 of this application form.

Remember to attach all available supporting documents before sending the form. Refer to page 1 of the information section. Documents that are not available at the time of submitting this application form may be submitted as soon as they become available (even after the closing date).