

D. Acceptance by the faculty (Please circle response)**TO BE COMPLETED BY HEAD OF FACULTY ADMINISTRATION.**Please indicate whether the student has been accepted for an Honours in the faculty: **Y / N**

If yes, please provide the average _____

HAFA Signature & Stamp _____ Date _____

2012 UJ SPECIAL HONOURS MERIT BURSARIES AGREEMENT

I, _____ (full name);
Student number _____ (hereinafter the bursary-holder), hereby accept the bursary awarded to me by the University of Johannesburg (hereinafter the UJ). The terms and conditions as may be imposed by the UJ and of which the bursary-holder shall be advised in writing shall form an integral part of this agreement. The bursary is awarded subject to the following terms:

A. BURSARY CONDITIONS

- The bursary-holder will be a full-time registered UJ student during the tenure of the bursary at the UJ.
- The bursary will be awarded maximally for the prescribed period only, viz. one year.
- The bursary -holder may not hold any bursaries, awards, assistantships or emoluments concurrently with the Special Honours bursary which binds me to enter the service of any organisation upon completion of my studies. If I am awarded a bursary with a contractual obligation during my Honours, I will notify the Bursary Office immediately and the Special Honours bursary will be recalled.
- The bursary-holder is required to declare all funding awarded from university or external sources. If a bursary-holder is awarded any external bursary (e.g. NRF, CSIR etc.), he/she only qualifies for a top-up bursary from UJ up to but not exceeding the difference between the Special Honours bursary they qualify for and the external bursary. If the external bursary is awarded after the Special Honours bursary has been allocated to the student account, the Special Honours bursary is recalled and the top-up amount is paid.
- The UJ reserves the right to reduce the university allocation depending on the amount received by the bursary-holder from other university and external sources of funding. Students who are awarded external bursaries (e.g. NRF, CSIR) only qualify for a top-up bursary from UJ up to but not exceeding the difference between the UJ bursary they qualify for and the external bursary.
- As a condition of the bursary, students are expected to engage in an academic activity designed to further enhance the development of their academic and/or research skills. Students receiving these bursaries are therefore required to work within the department for eight hours a week. The duties and working hours of students working within the departments are managed by the department.
- If a bursary-holder does not obtain the degree for which the bursary was awarded within the prescribed period, relinquishes his/her studies or leaves the UJ during the period for which the bursary was awarded, he/she may have to refund all payments of the bursary already received for study towards the particular degree/diploma, plus interest at the official interest rate for government loans as announced by the Minister of Finance from time to time.
- Should the bursary-holder fail to fulfil any of the aforesaid conditions or should it transpire that a bursary was awarded on the basis of false information supplied to the UJ, the UJ would be entitled to cancel this agreement and recover any bursaries paid.
Notwithstanding the conditions referred to in the clauses of this agreement, the UJ reserves the right to adjust or cancel its bursary.
- The bursary-holder will notify the UJ immediately of any change in the circumstances under which the bursary was awarded that might affect the award of the bursary. Should the bursary-holder fail to do this, the bursary will be cancelled by the UJ with immediate effect in which event the bursary-holder will be liable to refund the bursary as contemplated in Clause 7 above.
- Should the bursary-holder not perform in terms of this agreement and the UJ be compelled to institute legal action for the recovery of any award, the bursary-holder will be liable for all costs incurred on the scale of attorney-and-client basis and further agrees to the jurisdiction of the Magistrate's Court in accordance with Section 45 of Act 32 of 1944, as amended, for any action that may arise from this agreement.
- The bursary-holder hereby elects the following address as his/her **domicilium citandi et executandi** for the service of all notices or court process in terms of this Agreement:

(NB: PO Box numbers and university residence or departmental addresses are not acceptable.)**Please provide a residential address.)**

Accepted and signed at _____ this _____ day of _____ 20_____

Bursary-holder's signature _____

Bursary-holder's identity number _____



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Application for a Special UJ Honours Merit Bursary for 2012**General Information**

Only students accepted into an Honours programme within one of the four listed faculties may apply for the Special Honours bursary. Students must be registering for the first time for a full-time Honours degree (not BTech or fourth year of a professional degree) in the following faculties:

- Faculty of Health Sciences (Biokinetics, Sport Management and Sport Science)
- Faculty of Humanities
- Faculty of Science
- Faculty of Education (only Maths and Science Programmes)

The minimum average to qualify is 65% in the 3rd year majors that the student wants to undertake at Honours level.

The special honours merit bursary comprises the following:

- Full payment of tuition fees, and
- A stipend determined by the average achieved in the third year modules in the subject of the Honours study (e.g. the average of the third year modules in Physics is used to determine the achievement category for a student who will enroll for Honours in Physics):

Achievement	65 – 69%	70 – 74%	>/= 75%
Stipend Amount	R7 000	R8 000	R8 500

Students applying for a Special Honours bursary are required to also apply for an NRF bursary if they are eligible.

Process

- Students must first submit an application to undertake a Honours within a specific department.
- If a student is successful, the department will provide the Special Honours application form as well as an NRF form for completion.
- The student submits the form to the Faculty representative as indicated in the table below:

Education	Ms Helen Selolo	hselolo@uj.ac.za	B Ring 232 (APK)
Health Sciences	Ms Carol Seebeela	carols@uj.ac.za	C Ring 619 (APK)
	Dr Charl Roux	croux@uj.ac.za	C Ring 621 (APK)
Humanities	Ms Thuli Siqebengu	nsiqebengu@uj.ac.za	B Ring 521 (APK)
Science	Ms Karien van den Berg	karienvdb@uj.ac.za	C Ring 205 (APK)

- The Faculty representative calculates the average of the applicant. If marks are outstanding, the form is held until an average can be calculated.
- South African students:** Once the form is complete, the Faculty representative submits the form to the Bursary Office for financial unblocking for registration. Internal students therefore do not have to pay any fee upfront for registration. External students from other universities will need to pay the application fee upfront.
- International students:** Once the form is completed, the student submits the form at the International Office with the required documentation for the Department of Home Affairs compliance. If the documents meet the requirements, the student will be unblocked and a clearance certificate will be provided. The clearance certificate must be submitted at the Bursary Office for financial unblocking for registration. Internal students therefore do not have to pay any fee upfront for registration. External students from other universities will need to pay the application fee upfront.
- The Bursary Office unblocks students and students may register online.
- After registration the allocation of the Special Honours bursary will be made on the student account.
- The stipend amount will be available to the student in two portions, one per semester.
- Students must apply for a refund via the refund process to have any credit balance refunded directly into their bank accounts. Refund forms are available at the Bursary Office.

- All students applying for the Special Honours bursaries are required to apply for the NRF bursary if they are eligible. The application form for the NRF bursaries is available online at www.uj.ac.za/research or at the Postgraduate Centre (APK Library, Level One)

Deadline: 31 March for first semester registration
14 August for second semester registration

Conditions

- The University reserves the right, should circumstances be justified, to alter the criteria, guidelines and values of bursaries without prior notice to applicants.
- Bursaries are paid subject to sufficient funds being available to award bursaries to all candidates who qualify.
- Please note that upon cancellation of studies, the full bursary will be cancelled and the student is liable for the payback of the bursary. Postgraduate students are expected to complete their studies to avoid the implementation of the above regulation.
- Students have to complete their Honours degree within one year.
- Students receiving these bursaries are required to work within the department for eight hours a week. The duties and working hours of students working within the departments are managed by the department.
- Students who are awarded external bursaries (e.g. NRF, CSIR) only qualify for a top-up bursary from UJ up to but not exceeding the difference between the UJ bursary they qualify for and the external bursary.
- Students with bursaries that hold contractual obligations are not eligible.



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APPLICATION FORM

PLEASE TEAR OFF THE APPLICATION FORM SECTION FOR SUBMISSION.

A. Particulars of Applicant (Please circle response)

Title [Dr/Mr/Mrs/Ms/Miss] _____

Surname _____

Maiden Name _____

First Names _____

UJ Student Number _____

ID/Passport Number _____

Have you ever been awarded a UJ Merit Bursary previously? **Y / N**

If Yes, in which year/s was the bursary awarded? _____

Are you a permanent member of staff at the UJ? **Y / N**

If yes, what faculty are you situated within? _____

Permanent Home Address _____

Postal Address _____

Tel (Cell) _____ Tel (H) _____

Tel (W) _____ Email _____

Next of Kin name and tel. no. _____

Please ensure that an active email and/or correct cell phone number are indicated as these will be used to communicate the results of your application.

B. 2008 Registration Details

Level of study in 2011: **Honours** Year of first registration for this degree _____

Did you study for your previous degree at UJ? **Y / N**

If NO, please list the institution that you studied through? _____

If NO, please attached a certified copy of your academic record from your previous institution.

Status: **Full-time / Part-time**

Faculty _____

Department _____

Campus **APK / APB / DFC / SWC**

C. Declaration

I hereby certify that the information supplied in this application is correct. If awarded a Merit Bursary, I herewith accept the conditions set out below.

Applicant Signature _____ Date _____