



## **WOOL INDUSTRY BURSARY TRUST POLICIES & PROCEDURES**

### **1. BACKGROUND & PURPOSE OF THE FUND**

Cape Wools SA, in its role as service company representing the interests of the Wool Industry Forum of South Africa, recognises education, training and development as key tools in support of a viable, profitable and sustainable wool industry.

The Pecci Family has made available the sum of R200 000,00 for a bursary fund and with this as seed money it was decided at the CWSA Executive meeting on 27 November 2007 to establish a bursary fund to attract new entrants to the industry. In order to provide financial assistance for new entrants to consider a career in the wool industry, CWSA, with support from the Wool Trust, has decided to establish a Wool Industry Bursary Trust from which bursaries will be awarded to deserving candidates to further their education at appropriate tertiary educational or training institutions. This will offer such candidates the opportunity to prepare themselves for a career in the South African wool industry in any one of the various institutions and organisations involved in the producing, selling, buying, testing, brokering, processing and export of wool and/or any secondary or related industries.

### **2. DEFINITIONS**

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|-----|----------------|---|
| 2.1 | The Fund:      | The Wool Industry Bursary Trust Fund managed under the supervision of the Board of Trustees of the Fund.  |
| 2.2 | CWSA:          | Cape Wools SA, an association incorporated under Section 21 of the Companies' Act 1973, of 16 Grahamstown Road  |
| 2.3 | Applicant:     | An individual who has applied for a bursary and whose application is being considered by CWSA   |
| 2.4 | Recipient:     | An individual who has successfully applied for a bursary and is receiving a financial contribution from the Fund for a CWSA-approved study discipline or course.  |
| 2.5 | Wool Industry: | Organizations or companies representing private or public enterprise involved in farming with sheep, wool buying, processing and export, provision of wool brokering services, provision of support services to the industry, provision of tertiary training and development or research services to the wool industry, or any other stakeholder sector, as deemed appropriate by the Fund. |

- 2.6 Institution: A provider of tertiary education at which the recipient is enrolled or intends to enroll.

### **3. MANDATORY REQUIREMENTS**

- 3.1 The applicant must meet all the relevant admission requirements of the institution.
- 3.2 All academic results and reports must be submitted to CWSA as and when issued to the recipient.
- 3.2.1 The recipient will make himself/herself available to meet with CWSA as and when required and requested to do so.
- 3.2.2 All applicants must complete the application form provided by CWSA, with all the documentation attached to it and duly signed by the applicant, before any bursary will be considered.

### **4. DURATION OF BURSARY**

- 4.1 The bursary will be awarded annually and reviewed and paid on a six-monthly basis.
- 4.2 The bursary is renewable subject to the satisfactory completion of a semester and in compliance with the Institution's rules and conditions.
- 4.3 Renewal of the bursary is not automatic.

### **5. STUDY CRITERIA**

- 5.1 Preference will be given to students at Agricultural Colleges (50% of allocation) or tertiary institutions in the field of fashion and textile design.
- 5.2 The following principle will be applied when bursary applications are awarded:
- a) 60% of available funding will be earmarked for previously disadvantaged Individuals.
- 5.3 Preference will be given to students in their third year of study and upwards, eg. honours, masters or PHD in a wool/sheep focused direction.
- 5.4 CWSA shall consider the intended field of study and target qualification and assess its suitability in terms of potential employment within the wool industry.
- 5.5 For study at Grootfontein Agricultural College the following criteria will be applied:
- a) To obtain a bursary for 1<sup>st</sup> and 2<sup>nd</sup> year, students must undertake to specialize in wool in their 3<sup>rd</sup> year. (Merino production unit)

- b) The continuation of bursary funding is dependant on the academic results of the previous semester / year and in compliance with Grootfontein College's rules and conditions.
- c) Disciplinary action against bursary recipients will also be taken into account when continuation of bursaries is considered.
- d) Access to funding of other bursaries will be taken into account.
- e) Practical on farm training will be supported if so required by the Institution to a maximum of R20 000 per student, payable to the farmer to defray costs

For Study at Tertiary Institutions in the direction of Textile or fashion design, the focus must be on wool and the final year collection must consist of garments containing at least 50% wool. If a masters degree student is receiving a bursary, the focus should also be on wool and its applications.

## **6. BURSARY AMOUNT**

- 6.1 Bursaries will be awarded on the merit of each individual applicant and the decision of CWSA will be final.
- 6.2 The following may be considered for funding:
  - a) Registration & Tuition / course fees
  - b) Material fees and books
  - c) Accommodation fees
- 6.3 The access of funding from other bursaries will be taken into account.

## **7. ADMINISTRATION**

- 7.1 The applicant must complete the prescribed application form (appendix 1) and submit to CWSA.
- 7.2 The bursary must be used solely for registration, tuition fees, books and materials, compulsory contributions and accommodation provided by a registered tertiary institution. Documentary proof will be required to substantiate the expenditure of the amount granted in terms of this Agreement.
- 7.3 CWSA reserves the right to reject an application, or terminate a bursary, if considered appropriate, in cases where the recipient receives funding from other bursary schemes.
- 7.4 The recipient must furnish CWSA with certified copies of his/her ID and proof of permanent residence.

## **8. RESPONSIBILITIES OF THE INSTITUTION**

- 8.1 The institution undertakes to reimburse the recipient for expenses claimed in terms of clause 7.2 from the bursary amount transferred to the institution.
- 8.2 The institution undertakes to provide academic progress reports and results of tests and examinations, as appropriate, to CWSA on a six-monthly basis.
- 8.3 The institution agrees to submit a separate report for consideration by CWSA if the institution is of the opinion that such a report is necessary to allow CWSA a considered decision regarding an extension of the bursary.

## **9. RESPONSIBILITIES OF CWSA**

- 9.1 CWSA undertakes to deposit the agreed amount of the bursary into a designated account of the institution for covering the expenses outlined in clause 7.2.

## **10. RESPONSIBILITIES OF THE RECIPIENT**

- 10.1 The recipient acknowledges that failure to pass an academic term in terms of the specific requirements of the institution at which he or she is enrolled, may cause cancellation of the bursary.
- 10.2 The following may be required from the recipient:
  - a) Holiday work on an active wool farm for up to four weeks per calendar year during his / her studies.
- 10.3 Upon the successful completion of a recipient's final year, to actively seek employment for twelve months for every year's bursary received at an approved organization/farm within the wool or related industry.
- 10.4 The recipient agrees to comply with all reasonable requests from CWSA, and to abide by all decisions of CWSA made in terms of this Agreement.
- 10.5 The recipient undertakes to disclose any other source of bursary income.

## **11. DOCUMENTATION**

No application shall be considered if submitted without copies of the applicant's identity document, proof of address and appropriate academic records (matriculation certificate and/or latest course results from an institution).

**WOOL INDUSTRY BURSARY TRUST  
(IT 421/2009)****BURSARY APPLICATION FORM**

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**The application form must be submitted to:**

The General Manager  
Cape Wools SA  
P.O. Box 2191  
North End  
PORT ELIZABETH  
6056  
e-mail: bursaries@capewools.co.za

**CLOSING DATE FOR SUBMISSION: 31 OCTOBER 2020**

<b>1. PERSONAL DETAILS:</b>	
<b>1.1 Surname:</b>	_____
<b>1.2 Full Names:</b>	_____
<b>1.3 Title:</b>	_____
<b>1.4 Identity Number:</b>	_____
<b>1.5 Gender:</b>	_____
<b>1.6 Race:</b>	_____
<b>1.7 Contact Details:</b>	<b>Telephone:</b> _____
	<b>Cellphone:</b> _____
	<b>E-mail:</b> _____
<b>1.8 Residential Address:</b>	_____
	_____
	<b>City:</b> _____
	<b>Postal Code:</b> _____
<b>1.9 Postal Address:</b>	_____
	_____
	<b>City:</b> _____
	<b>Postal Code:</b> _____

**2. CURRENT STUDIES**

- 2.1 Name of institution/school where you are studying at present: \_\_\_\_\_
- 2.2 Student Number: \_\_\_\_\_
- 2.3 Course of study you are currently pursuing: \_\_\_\_\_
- 2.4 Current year of study (Matric, 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> year, etc.) \_\_\_\_\_  
(If currently in matric – final grade 12 results to be submitted upon availability)

**3. FOLLOWING YEAR'S STUDIES** *(for which you are applying for a bursary)*

- 3.1 Name of Institution: \_\_\_\_\_
- 3.2 Course of study next year: \_\_\_\_\_
- 3.3 Main subjects: \_\_\_\_\_

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**4. DOCUMENTS REQUIRED**

- 4.1 Copy of South African ID.
- 4.2 Certified copies of latest academic results.
- 4.3 Proof of registration at current tertiary institution.
- 4.4 Any other bursary received or applied for.
- 4.5 Proof of permanent residence.
- 4.6 Motivation letter.

**5. DECLARATION**

- 5.1 I authorise CWSA to follow up with any school or tertiary institution on any information provided in this application for verification purposes.
- 5.2 I accept that the decision of CWSA is final.
- 5.3 I agree to present myself for a personal interview, if so requested by CWSA.
- 5.4 I accept that this application form is not an agreement or commitment by CWSA.
- 5.5 I hereby declare to disclose the receipt of any other bursary to CWSA.

\_\_\_\_\_  
**Signature of applicant**

\_\_\_\_\_  
**Date**