



Construction Education and Training Authority

Bursary Policy

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Compiled By:

1. **Purpose**

The Construction Education and Training Authority (CETA) wishes to support and facilitate the development, availability and retention of skilled human capital directly related to the Construction Sector's activities.

The CETA will therefore advertise bursaries each year for those entering an institution of higher education, and pursuing careers that will benefit the Construction Industry.

Through the scheme the CETA will promote balance and diversity in the student body by encouraging previously disadvantaged individuals to seek assistance.

2. **Eligibility**

Bursaries will be made available to develop identified skills, with special emphasis on scarce and critical skills. In order to be eligible for a bursary, applicants will have to fulfill the following criteria:

- be in possession of a Senior Certificate / matriculation
- have successfully completed one or more years of study at a recognised tertiary institution
- be South African citizens
- have proof that they are registered or are about to be registered at a tertiary institution recognised by the CETA

3. **Selection Criteria**

Selection will be based on the following criteria:

- academic pass in Grade 12, (**aggregate of 60%**), with Mathematics and Science both at 60% or higher
- financial need / status
- all applications must be for the next calendar year
- passing a standard aptitude test if deemed necessary
- application from designated group will be given preference
- relevance of the course to the construction sector
- medical declaration by applicant
- proof of registration / acceptance

4. **Administration of the Fund**

The administration of the Fund will be undertaken as follows:-

4.1 CETA Council

The Council will

- be accountable for appointing a Bursary Committee on or before April of each year
- allocate a budget annually to support the achievement of its objectives (following consultation with the appropriate structures), and
- promote ways to achieve the generation of external funding to support / complement the bursary scheme.

4.2 The Bursary Committee

The Committee will

- appoint the Administrators of the bursary scheme, in consultation with the Council the Committee
- provide guidelines for the selection of applicants
- determine the amount of the bursary for the various tertiary institutions
- monitor the performance of the administrators
- make recommendations to the CETA Council
- approve the service level agreement with the Administrators and in consultation with the CETA Council, approve the administrator's fees, and
- approve the advertisement of the Scheme.

4.3 The Administrators

The administrators will be responsible for

- receiving all completed application forms
- interviewing and selecting the applications, in consultation with the various stakeholders
- presenting successful applications to the Bursary Committee for ratification
- advising successful and unsuccessful applicants
- arranging for payment of fees
- providing counselling, mentoring and monitor performance of students
- presenting progress reports to the Bursary Committee, and
- ensuring that students sign the contract.

4.4 Stakeholders/Industry

The stakeholders will

- assist the Administrators with the selection of applicants
- adopt successful applicants, i.e. commit to providing experiential learning and permanent employment upon successful completion of studies, and
- assist with the counselling, mentoring and monitoring the performance of “adopted students”,

4.5 The Applicants

The applicants will be expected

- to complete the application form
- to avail themselves for interviews and assessment
- to provide copy of relevant academic certificates progress reports
- to provide a schedule of expenses from intended institution
- to provide testimonials
- not to change fields of study without prior approval of the Administrators and Committee
- to submit all examination results
- to advise of changes in address, and
- to sign the Bursary Agreement and return it to the CETA.

5. Value of Bursary

- The bursary will cover tuition fees, prescribed books and course material. Notwithstanding this, the amount available for prescribed books and course material will be capped at R3500 per annum. This amount may be amended by the Committee from time to time.
- Residence / accommodation needs will only be considered under deserving circumstances.
- The continuation of bursaries for subsequent years of study will be subject to the satisfactory progress of the student and the availability of funds.
- A student who repeats a year of study will do so at his/her own expense. If he/she passes, he/she may re-apply for a bursary for the following year. Assistance will not be automatic.
- The bursary will be paid directly to the accredited tertiary institutions by the Administrators on behalf of the student.

6. Contractual Commitment

- The student, upon successful completion of his/her studies, will be expected to work in a South African based construction company for an amount of time equal to the number of years for which he/she received assistance/funding from the CETA. Students will be required to supply the CETA with confirmation of employment on an annual basis.
- Wherever possible the Adopting Company and the CETA will arrange for experiential learning for the student.
- Should the student fail to meet the terms and conditions of the proposed award or withdraw from the course of study or obtain financial assistance from somewhere without advising the Administration, the bursary / assistance will be cancelled.

- In the event of the student being offered employment by the Adoptive Company or within the construction sector after the successful completion of studies, and not being able to fulfill this obligation, the CETA will be entitled to recover the total costs incurred plus interest at current bank overdraft rate or such lesser amount as the seta at its sole discretion may determine.
- Should the CETA or Adopting Company be unable to offer employment within 18 months of the successful completion of studies, the student will be released of his/her indebtedness to the CETA.

7. Application for Bursaries

- The deadline is 31 August of each year, unless unforeseen circumstances dictate otherwise.
- All successful applicants will enter into a signed agreement with the CETA.