



TERMS OF AGREEMENT CAPE WOOLS SA BURSARY FUND

1. PURPOSE OF THE FUND

The purpose of the Fund is to provide bursaries to students enrolled, or intending to enroll, at tertiary educational institutions for obtaining a qualification appropriate for formal employment in the South African wool industry.

2. DEFINITIONS

- 2.1 The Fund: The Cape Wools SA Bursary Fund managed under the supervision of the Board of Directors of Cape Wools SA.
- 2.2 CWSA: Cape Wools SA, an association incorporated under Section 21 of the Companies' Act 1973, of 18 Grahamstown Road, North End, Port Elizabeth.
- 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: Organisations or companies representing private or public enterprise involved in farming with woolled 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 stakeholding sector, as deemed appropriate by CWSA.
- 2.6 Institution: A provider of tertiary education at which the recipient is enrolled or intends to enroll.

3. MANDATORY REQUIREMENTS

- 3.1 Only applications from South African citizens will be considered.
- 3.2 Applications from the previously disadvantaged sector will be given special consideration, subject to acceptable academic performance at secondary educational level.
- 3.3 The applicant must meet all the relevant admission requirements of the institution.
- 3.4 All academic results and reports must be submitted to CWSA as and when issued to the recipient.

3.5 The recipient will make himself/herself available to meet with CWSA as and when required and requested to do so.

3.6 Study is not limited to South African institutions.

4. **DURATION OF BURSARY**

4.1 The bursary will be awarded on a yearly basis to coincide with the academic year of the institution at which the recipient is registered or intends to register.

4.2 The bursary is renewable subject to the satisfactory completion of an academic year, at the discretion of CWSA.

4.3 Renewal of the bursary is not automatic.

5. **QUALIFYING FIELDS OF STUDY**

5.1 The applicant must complete the necessary documentation (see appendix 1) specifying the field of study or course selected for study.

5.2 CWSA shall consider the intended field of study and target qualification and assess its suitability in terms of potential employment within the wool industry.

5.3 Acceptable fields of study include animal science (particularly with a focus on woolled sheep science), business/marketing disciplines and wool textile science/technology.

6. **BURSARY AMOUNT**

6.1 The amount awarded to the recipient will be a maximum of R30 000,00 for the first year of study.

6.2 The amount to be awarded in subsequent years may be adjusted, at the discretion of CWSA, subject to the provisions of clause (4).

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, accommodation and sundry expenses. 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. The applicant must inform CWSA if he/she will be receiving bursary funding from other sources.

7.4 If the applicant is already employed in the wool industry, co-funding by the employer will count in the applicant's favour. A co-funding level of at least 50% of the CWSA-approved total bursary amount will be an advantage.

7.5 The recipient must furnish CWSA with certified copies of his/her ID and proof of 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 in terms of clause 9.2.
- 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.
- 8.4 The institution agrees to submit a written report, as and when considered necessary or requested by CWSA, when such a request is deemed necessary as an independent opinion required for a decision in terms of 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.
- 9.2 Provided appropriate employment is available during the institution's vacation periods, CWSA will assist the recipient to find placement for vacation work. Recipients may receive remuneration for such work at the discretion of the temporary employer.
- 9.3 CWSA undertakes to encourage such temporary employers to provide mentorship during the periods of vacation employment of the recipient.
- 9.4 CWSA undertakes to consider all reasonable requests from the recipient and to be available for consultation with the recipient on matters associated with this Agreement.
- 9.5 After the recipient's successful completion of studies, CWSA will assist the recipient to seek employment in the wool industry. Such employment shall be for a period at least equivalent to the period for which the recipient was funded in terms of this Agreement.
- 9.6 If the recipient fails to find employment in the wool industry commensurate with the level of qualification achieved, CWSA, at its own discretion, has the authority to waive the provision of clause 9.5.

10. **RESPONSIBILITIES OF THE RECIPIENT**

- 10.1 The recipient acknowledges that failure to pass an academic year in terms of the specific requirements of the institution at which he or she is enrolled, may cause cancellation of the bursary and the reimbursement of CWSA with the amount of the bursary awarded for their specific academic year.
- 10.2 If the recipient decides to terminate studies before completing his or her full course, the total amount of bursary received up to such a time must be reimbursed.
- 10.3 The recipient undertakes to comply with all the provisions of clause 7.
- 10.4 If, during the period implied in terms of clause 9.5, the recipient decides to seek employment outside the wool industry, the recipient shall be required to reimburse CWSA on a pro rata basis for the unexpired period.
- 10.5 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.

11. **DOCUMENTATION**

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

12. **CONCLUSION**

All signatories of this Agreement and whose names appear on this document confirm that they are aware of its content, and undertake to abide by the provisions and conditions contained herein.

For Cape Wools SA

Name _____

Designation _____

Date _____

Signature _____

For Institution

Name of institution _____

Name of signatory _____

Designation _____

Date _____

Signature _____

For Recipient

Name _____

Date _____

Signature _____