



higher education  
& training

Department:  
Higher Education and Training  
REPUBLIC OF SOUTH AFRICA

## APPLICATION FOR THE DEPARTMENT OF HIGHER EDUCATION AND TRAINING (DHET) - 2018 FEE ADJUSTMENT GRANT

### SECTION 1

Government will subsidise the fee adjustment capped at 8% for all qualifying registered students with gross family income **up to R600 000 per annum** in 2018. This is not a loan but a **grant**. The grant will reflect as a credit on the student account once eligibility has been confirmed.

Closing dates for applications are as follows:

#### IMPORTANT INFORMATION – *Please read carefully*

##### A. DEFINITIONS

**Combined family income:** Parents, spouses and/or legal guardians who earns an income to supporting the family through wage, salary, grant, pension or other source of income including rental or business income;

**Quintile:** South African schools are divided into five categories (quintiles) based on the socio-economic status of the community in which the school is situated. Quintile 1 schools are the poorest while quintile 5 schools are the least poor.

##### B. ELIGIBILITY CRITERIA

- Only South African citizens and citizens with a permanent South African residency studying towards an undergraduate or postgraduate qualification in 2018 will be considered.
- The applicant and direct family (mother, father, spouse or legal guardian) must have a **GROSS** combined family income up to R600 000 per annum.
- The DHET Grant will **ONLY** cover tuition fees and university managed accommodation (including operational leases for student accommodation between the university and a service provider).
- **Applicants that applied for NSFAS funding are not required to submit this application, they will automatically be considered.**
- **All students who attended Quintile 1, 2 and 3 schools in Grade 12 will be automatically considered upon verification of HEMIS data and will not be required to submit this application.**
- **Continuing students who have applied and qualified for the DHET Fee Adjustment Grant in 2017, are not required to submit this application, they will automatically be considered.**

##### C. COMPLETING THE APPLICATION

- Please ensure that the application is completed in full. Certified copies of IDs of the parents/spouse and/or legal guardians **MUST** be attached. **Incomplete applications will not be considered.**
- Parents, spouses and legal guardians are requested to acknowledge that they understand that personal information will be requested and provided to third parties who will assist the University with verifying income and that their signature to the application constitutes express written consent.
- Ensure that all parties (father/mother/spouse/legal guardian/student) complete and sign the relevant sections.

##### Appeals

- Students who are unsuccessful in their application may appeal within 14 days of outcome of decision by completing an Appeals Form which will be loaded on the University's website.



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**SECTION 2**

**1. Student application information**

Surname	
Name	
Identity number	
Student number	
Cell phone number	
Alternative number	
Qualification (name in full)	
Email address	
<b>Other funding (bursaries, scholarships): Please specify sponsor, contact details of sponsor, and R' amount</b>	

<b>Other funding</b>	<b>Yes</b>		<b>No</b>	
<b>Name of sponsor</b>				
<b>R (amount)</b>	<b>R</b>			

**2. Personal information of Parents/Spouse/Legal Guardians where applicable:**

Please complete the family details below. Parents/Spouse/Legal Guardians must sign consent giving the University permission to verify employment information with a third party such as a credit bureau. The information received will be used to verify employment, marital status and any other information material to the financial information provided in this application.

Surname of Mother/Spouse/Legal Guardian	
Name	
Identity number	
Occupation	

Surname of Father/Spouse/Legal Guardian	
Name	
Identity number	
Occupation	
<b>Total combined annual gross family income (before deductions and tax)</b>	<b>R</b>

Student Full Names \_\_\_\_\_

Student Surname \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date \_\_\_\_\_

**3. Declaration and Consent**

- (a) I/We am aware thereof that the Minister of Higher Education and Training has announced that Government will pay the fee increases of students for 2018 (provide a non-repayable Fee Increase Grant) in cases where the combined income of a student’s family is up to R 600 000 (six hundred thousand Rand) (in other words, there will effectively be a 0% fee increase for those students in 2018).
- (b) I/We understand that, in order for the University to consider my/our application for the Fee Increase Grant, it will require certain personal information from me/us.
- (c) I/We also understand that my/our personal information will be provided to third parties who will assist the University with verifying my/our income and that my/our signature to this document constitutes express written consent.
- (d) I/We understand that there is no guarantee on the outcome of this application, as the criteria must first be met and any incorrect/incomplete information may delay the outcome.
- (e) I / We accept that any fraudulent information provided will automatically disqualify my application and may result in a case of fraud being pursued against me or my parents/legal guardians/spouse.
- (f) I/We have noted the following documentation and information that may be requested.

**4. Documents to be submitted if required for the verification of income process:**

- Certified copy of Identity Document of yourself, your parents or legal guardians.
- If either of your parents is deceased, a certified copy of the death certificate.
- Certified or official copy of recent payslip, letter of employment, not older than three months, for each parent, or your guardian or yourself if you are employed.
- Proof of income, bond statement and council rates accounts if parents/guardians are an informal trader/hawker.
- If parents are employed by a company – salary/wage slips of both parents (not required in bullet 3 above).
- IRP5, IT3 and IT12 (last 2 years) if parents/guardians are earning commission.
- Signed and complete 2015 financial statements signed by members; IT14 – Tax return for the business (last 2 years) IT12 – Tax return for the individual (last 2 years) and IT3(b) Income Tax Certificate from the Bank (last 2 years) if parents/guardian/spouse **own or are members of a CC/Pty (ltd) and /or sole proprietor.**
- Official letter from the Department of Labour if parents/guardian/spouse are unemployed proving unemployment status.
- Copy of an official pension slip or bank statement if parent/guardian receives income such as pension/grant/maintenance/rental/interest from investment.

I/We also confirm that I/we have read and hereby accept the terms and conditions of this consent.

THUS signed and dated at \_\_\_\_\_ on this \_\_\_\_ day of \_\_\_\_\_ 2018.

**Mother/Spouse/Legal Guardian’s signature** \_\_\_\_\_

THUS signed and dated at \_\_\_\_\_ on this \_\_\_\_ day of \_\_\_\_\_ 2018

**Father/Spouse/Legal Guardian’s signature:** \_\_\_\_\_