



DEPARTMENT OF STUDENT AFFAIRS  
STUDENT FINANCIAL AID (SFA)

# 2017 Financial Aid Guidelines

Please read this leaflet carefully.

## Financial Aid Funding

In partnership with NSFAS, UCT financial aid provides a relatively comprehensive financial aid package. UCT will co-fund all NSFAS financial aid eligible students with a UCT administered bursary for their shortfall in study costs, after Expected Family Contribution (EFC) and NSFAS funding.

**It is important that you read the following information carefully to understand the financial aid being offered to you. UCT GAP funded students are funded differently, so these guidelines do not apply.**

## The Expected Family Contribution (EFC)

Each student will have a contribution to pay towards the cost of their studies. This is called the EFC and is based on the Means Test.

The financial aid offer is based on your approved Cost of Attendance (COA = the cost of tuition, residence and a notional book allowance.)

You are required to only pay your EFC towards your COA. Students in receipt of financial aid:

- Are not required to pay the initial fee payments at registration
- Must pay the EFC before the end of June
- Do not need to pay more than their EFC unless they incur costs such as clubs and societies not covered by financial aid.

**No refunds will be issued for payments made in excess of the EFC, irrespective of when your financial aid is approved. UCT funding will be reduced accordingly.**

## The Financial Aid Package

The Financial Aid Package is a combination of a NSFAS loan in the first instance and a UCT administered bursary if required.

The UCT Bursary is a non- repayable contribution towards the cost of your studies.

The National Student Financial Aid Scheme (NSFAS) - This study loan is:

- Interest free while you are studying
- Has a bursary conversion incentive whilst you are studying.
- Students are required to have a South African Identity document to take up the loan offer.
- Renewal of NSFAS and UCT financial aid funding will be subject to academic performance at the end of the year including Summer and Winter Term results.

Further information on NSFAS is available on their website at [www.NSFAS.org.za](http://www.NSFAS.org.za)

## Approved Cost of Study Items & Allowances

The items listed below are the different types of costs your financial aid package allows. Some students will have; Course fees, catering residence costs, incidental allowance and books. Another student staying at home will have; Course fees, books, live-at home allowance and a live-at home transport allowance. Each student's financial aid package is different because their costs will differ.

Item	Approved cost per annum	Applicable Monthly Allowances from March to Nov
Course Fees	Actual normal academic year course fees. You must register for all courses at the start of the year. Courses added in the 2 <sup>nd</sup> semester will not be funded. Funding for Winter & Summer Term Courses must be applied for separately, terms and conditions apply.	n/a
Catering Residence	Actual residence costs and R1,800 pa for incidentals, e.g. toiletries, airtime	R200
Self-Catering Residence	Actual residence costs and R15,840 pa for food and incidentals	R1,760
Private Accommodation	R36, 630 per annum for rent and transport, and R15, 840 per annum for food/incidentals. A lease agreement must be submitted to SFA at registration time. If no lease is submitted, then no allowance will be paid. All lease agreements must be submitted by registration.	R5,830
Books	R3, 500 per annum for books, stationary and photocopies. If your EFC is greater than R8, 000 the book allowance will not be paid to you. Instead the book allowance will reduce your EFC, and your family must provide your books.	Once-off payment
Live at Home	R6, 300 per annum living allowance and R7,200 per annum transport allowance. The living allowance is used to reduce your EFC. If your EFC is less than R8 000, you do not need to pay anything towards your study costs. But, if you need access to this allowance please consult the Applications Assessment Coordinator at Student Financial Aid.	R800 Transport only
Spectacles	A once-off assistance for spectacles from the approved service provider. Authorization must be obtained from the Student Financial Aid office. Once the student submits the invoice to the Student Financial Aid office, the allowance will be transferred to the student's bank account. The student then has to make payment from this to the optometrist. A receipt of payment must be submitted to the Student Financial Aid office. Failure to pay the optometrist will result in the suspension of allowances until such time that the student submits proof of payment to the optometrist.	R450 once-off

Note: Senior Health Sciences students will receive 10 months allowances due to their longer academic term.

Allowances will be paid directly to your bank account. It is therefore important that you capture your bank details in PeopleSoft Student System during registration.

Should the student receive allowances in error, the student MUST return the allowance received.

### Accommodation

**Cape Town Students:** If your home address is in the greater Cape Town area and you wish to stay in UCT residence or private accommodation you must submit a written

motivation to the Student Financial Aid office to have these costs covered. This should be submitted before signing into residence or signing a lease agreement. The office will confirm the outcome in writing. You will be responsible for any cost incurred if your request is unsuccessful.

**Out of Town Students:** If you stay in private accommodation you must submit details of your private accommodation before registration. The form is available on the financial aid website.

You are not allowed to change your accommodation type without prior approval, as accommodation changes have cost implications. Should you wish to change your accommodation type you must submit a written motivation to Student Financial Aid office for approval.

### General Financial Aid and Study Choice Rules & Policies

1. You will only be considered for funding within the minimum duration (n) of the undergraduate programme plus 2 years of study, irrespective of who funded your studies.
  - Only the minimum duration of the PGCE and PG Dip in Music Performance and PGDA will be funded.
2. You may not change your programme of study without written approval from Student Financial Aid office.
  - If you are approved for a change of programme, we use the initial programme for the n+2 funding formula.
3. If you cancel registration before writing the mid-year exam, all financial aid will be withdrawn. If you cancel after the 2<sup>nd</sup> semester, your funding will be adjusted accordingly.
4. You are required to contribute your EFC, as other funding (external or scholarships) **will not reduce or cover EFC**.
  - External awards/scholarships will firstly reduce UCT Bursary funding, thereafter NSFAS funding. All students are required to pay their EFC.
5. If you receive full cost external funding, you will not be eligible for financial aid and the allocated financial aid will be withdrawn. The student will have to re-apply to NSFAS for funding for the following year.
6. Financial aid funding will be adjusted for any payments made direct to you by external sponsors.
7. No financial aid student is permitted to be funded more than the approved financial aid Cost of Attendance.
8. You are required to inform Student Financial Aid office of other funding received by submitting the letter of funding from the sponsor. Failure to report other sponsorship will result in disciplinary action being taken with a charge of fraud.

### Renewal of Financial Aid will be guided by the following additional policy criteria;

1. You must have met academic eligibility which is set at a minimum pass of 50% of registered courses including any winter and/or summer term courses in the academic year
2. Academic exclusion automatically cancels eligibility for renewal.

If you are unclear on any aspect of financial aid funding, call, visit, or email us.

Student Financial Aid

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*We wish you success with your studies*