



UNIVERSITY OF PRETORIA

UP POSTGRADUATE BURSARIES  
CONDITIONS 2018

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1. ELIGIBILITY AND CONDITIONS

- Students who register for Honours, Masters or Doctoral degree programmes at the University of Pretoria (hereinafter “UP”) may be considered for award of these bursaries.
- Students who are admitted or registered by **28 February** of the academic year will be taken into consideration in the first round of the nomination process for the Master or Doctoral bursary.
- Students who are admitted or registered by **31 March** of the academic year will be taken into consideration in the second round of the nomination process for the Master or Doctoral bursary, pending the availability of budget.
- For students who are nominated by the Faculty through the above mentioned first round and second round processes, eligibility will be verified before the award is finalized.
- Students registering for special study programmes including diplomas, certificates and non-degree purpose studies, are not eligible for these bursaries.
- Students enrolling for an undergraduate bachelor’s degree (irrespective of the study period) do NOT qualify for an honours bursary in their final bachelor year.
- Students who already hold a postgraduate degree at the same level or higher level will not be awarded these bursaries.
- Doctoral students holding a UP Doctoral Research Support Bursary will not qualify for a UP Postgraduate Bursary.
- Students other than those qualifying for the Honours Merit award who qualify for UP Personnel Waivers will not qualify for a UP Postgraduate Bursary.
- Students who are provisionally awarded the bursary and who do not have outstanding debt on their UP student account, will have their financial registration block lifted in order to register for the new academic year without having to pay the initial registration fee.
- Bursary funds for eligible, provisionally awarded students will be disbursed to a student’s account upon submission of the completed agreement form to the Postgraduate Scholarship office during the first semester. Agreement forms will be forwarded to provisionally awarded students.
- Successful awardees, who do NOT wish to accept the award, must notify the University of this in writing within 10 working days of receiving the award notification, to [pgebursary@up.ac.za](mailto:pgebursary@up.ac.za).

The Bursary is awarded for the following periods:

Degree	Period of bursary	Maximum period to complete degree before breach of agreement
Honours	1 year	2 years
Masters	2 years	1 year beyond the minimum period for the specific Masters degree
Doctorate	3 years	4 years

- No correspondence will be entered into regarding the maximum period allowed for completion of the degree and retention of the bursary, except in exceptional extenuating circumstances. In such cases, an appeal may be submitted immediately to the Postgraduate Scholarship Manager at DRIS with a motivation from the student and supported by the Dean.
- If a student fails to comply with any of the conditions of the award, terminates their studies, or does not complete the course within the prescribed period, their UP Postgraduate Bursary will be cancelled for all the years the bursary was granted, and the total bursary value will be debited to the student account.

## 2. HONOURS LEVEL - UP POSTGRADUATE HONOURS MERIT BURSARY

- This bursary is available to all eligible Honours students of all nationalities.
- No application is required. DRI will inform each awardee by email of the bursary.
- Merit bursaries for Honours students will be awarded automatically to eligible students who completed their previous undergraduate degree with a cumulative GPA/degree average of **at least 75%**. The GPA/degree average is determined by the Faculty during admission based on previous academic records.
- Honours students must register by **28 February 2018** to be eligible to receive the merit award and have it paid into their student account.
- Should a holder of the Honours Merit bursary terminate or not successfully complete their studies, for whatever reason, the bursary will be cancelled and the award amount will be debited on the student account.
- The Honours Merit Bursary value for 2018 is R9 000 and is awarded for one year of study.
- The bursary may be supplemented by other funding sources external to UP, within the specific rules of those sources.

## 3. HONOURS LEVEL - UP POSTGRADUATE HONOURS EQUITY MERIT BURSARY

- The purpose of this bursary is to encourage promising Black (African, Coloured and Indian) South African students to undertake postgraduate studies.
- All students admitted for Honours programmes, who are South African citizens and permanent residents, in these equity groups, will be considered.

- No application is required. DRI will inform each awardee by email of the bursary.
- Honours Equity Merit bursaries will be awarded automatically to eligible students who completed their previous undergraduate degree with a cumulative GPA/degree average of **at least 65%**. The GPA/degree average is determined by the Faculty during admission based on previous academic records.
- Honours students must register by **28 February 2018** to be eligible to receive the merit award and have it paid into their student account.
- Should a holder of the Honours Equity Merit bursary terminate or not successfully complete their studies, for whatever reason, the bursary will be cancelled and the award amount will be debited to the student account.
- The Honours Equity Merit Bursary value for 2018 is R8 000 and is awarded for one year of study.
- The bursary may be supplemented by other funding sources external to UP, within the specific rules of those sources.

#### 4. MASTERS AND DOCTORAL LEVEL - UP POSTGRADUATE BURSARY

- The Masters and Doctoral UP Postgraduate bursary is intended to financially assist postgraduate students with their tuition fees, irrespective of nationality.
- To be considered, Masters and Doctoral students must have completed their previous level degree with a cumulative GPA/degree average of **at least 65%**. The GPA/degree average is determined by the Faculty during admission based on previous academic records.
- Master and Doctoral Postgraduate bursaries are finalized by a committee coordinated by the Vice-Principal for Research and Postgraduate Education, on the recommendation of the Dean, and dependent on availability of funds.
- The University of Pretoria gives no guarantee that bursaries will be awarded to all eligible students. Awards are granted on the basis of academic performance and research priorities, within the available budget.
- Successful nominees will be informed via email of the provisional award.
- **Admitted students** who have been provisionally awarded the bursary must register for their relevant study programmes by **30 April 2018** (the year for which the award is made) in order for the award to be finalised.
- Masters and Doctoral students who register after the relevant closing dates above will not receive the bursary award, and the provisional award will be withdrawn for the current year.
- The values of these bursaries in 2018 will be as follows:

Doctoral: R16 000

Research Masters: R15 000

Masters by coursework: R10 000

- The bursary is first applied to cover any tuition or other amounts outstanding on the student account. A credit balance on the student account will only be refunded to the student upon the

approval of a submitted payout form. The payout form is available on the UP website. [www.up.ac.za/funding](http://www.up.ac.za/funding)

- The bursary may be supplemented by other funding sources external to UP within the specific rules of these sources up to the value of R250 000 for Masters level and R300 000 for Doctoral level. Other UP funding may not be used to supplement this bursary.
- Where the Dean recommends that a student be allowed to upgrade a Masters degree to a Doctoral degree, the provisions of previous degree completion will not apply since the candidate is deemed to have achieved Masters level status

## 5. RENEWAL OF UP POSTGRADUATE BURSARY

- Masters and Doctoral students who have previously received a UP Postgraduate bursary are automatically considered for the renewal award. No application is required.
- A renewal bursary is granted only for the 2nd year Masters, or 2nd and 3rd year PhD students who have previously received the UP Postgraduate Bursary and still comply with the conditions.
- In order to receive the renewal bursary students must ensure that a satisfactory progress report for the previous year has been recorded on the PeopleSoft system by their supervisor by, 30 January each year.
- Returning postgraduate students must **re-register** for their relevant degree by **28 February** of each academic year for the renewal to be activated.
- Eligible returning students who do not re-register by **28 February** will be in breach of their agreement for all previous years UP Postgraduate Bursary awards given. The bursary award will be cancelled and the award amount will be charged to the student account.
- Students eligible for the renewals, who do not have outstanding debt on their UP student account, will have their financial registration block lifted in order to register for the new academic year without having to pay the initial registration fee.
- The value of the renewal award will be the same as in section 4 above.

## 6. RECOVERY OF BURSARIES

- If a student fails to comply with any of the conditions, terminates studies or does not complete the course within the prescribed period, the UP Postgraduate Bursary awards for all the years the bursary was granted will be cancelled and the bursary values will be debited on the student account.
- The Division for Student Accounts administers outstanding balances on student accounts. Should the bursary be cancelled, re-payment arrangements of the student account must be made with Student Accounts Division at the Client Services Centre.
- The conditions as set out in the Student Enrolment Contract shall apply to the amount debited to the student account. (Page 2, Clause 9)