



Access to Education Bursary 2018/ DR Congo/ Zambia/South Africa

Application Form

Please print and complete this form

For Office Use ONLY:	
Applicant Country	: _____
Applicant Category	: _____
Company Decision	: _____

PASSPORT PHOTO

Application for JDE Group Access to Education Bursary / Scholarship

Please complete the application form as thoroughly as possible in BLUE or BLACK INK and send it to: social@jde-group.com

Should an application of this Bursary be rejected, JDE Group will NOT send any correspondence to the applicant concerned or furnish him/her with reasons of the decision UNLESS the applicant requests the Department to inform him/her about the outcome of the processing of his/her application after not being notified during the specified awards notification period.

1. **GENERAL NOTES AND INSTRUCTIONS** (Read these notes carefully before you complete the application form)

This Bursary is a nonrefundable scholarship and its application is free of charge.

- Make sure that you read every section and that the information you provide is accurate and true.
- INCOMPLETE APPLICATION FORMS WILL BE REJECTED AND THIS IS NOT NEGOCIABLE.
- If approved, Bursary will only be allocated for the year following the one in which the application was received.
- Your application will **NOT** be considered if you do not furnish along with this form, proof of your school results and full details of your transcript records for the preceding year.
- Results or performance sheets for the current year should also accompany this application and must not be submitted separately.
- Do not send original documents, rather attach clear scans of their certified copies to the completed application form.
- A passport-size photograph of the applicant must be attached to the application form in the provided space.

- No physical applications will be accepted. Applicants with questions regarding the bursary form should send them by e-mail for answers to JDE Social Department at the following email address: social@jde-group.com
- The Company will only accept and consider applications from candidates who are currently enrolled at a school / college / university and who fall within the category between grade 2 of primary school and final year of undergraduate school/college or university.
- Applicants should also attach proof of school / college / university attendance of the current year of the application for the bursary and should allow the Social Department to verify the information with educational institutions.
- Parents, guardians or social institutions can apply on behalf of minor applicants and furnish proof of relationship with minor to JDE Social Department.

2. COMMUNICATION NOTES AND EVENTS TIMELINE

- Applications closing date for this bursary is on May 31st, 2018 for ALL applicants who are citizens from DR Congo, Zambia and South Africa.
- Due to high number of applications and time at hand, applicants interviews will NO LONGER take place. Should the social department needs further clarifications from applicants, formal e-mails will be sent to them.
- All applications will be considered between August 02, 2018 and December 07, 2018 and selected applicants for bursary allocation will be notified between August 24, 2018 and December 28, 2018.
- If approved, Bursary will ONLY cover tuition fees and books and it will be paid in advance to the school/college/university by the Company, either as a yearly once off amount or quarterly amounts, depending on the case.
- Bursary will be available for allocation immediately from the time of notification to the selected applicants and it will remain available for a period of 60 days after the notification to the applicant, to give the latter ample time to submit all necessary documents related to registration. Should the student fail to supply registration documents during the prescribed time, allocation of bursary to that student will be canceled and he/she will be notified by e-mail regarding this cancellation.
- Applicants / Parents / Guardians / MUST provide a valid e-mail address and telephone number for contact in case of need.

3. ELIGIBILITY

- Applicants must be citizens of either the DRC, Zambia or South Africa and must provide proof of citizenship of their country of eligibility.
- Applicant must be from a disadvantaged group and furnish proof that financial hardship is the main cause of concern for his/her studies.
- Applicant must be motivated, driven and school oriented. Company Social Department will verify this fact with both the current and previously attended schools.
- JDE Group will ONLY award this Bursary to disadvantaged applicants (mainly orphans, or other very needy students) and this is NOT NEGOCIABLE.

PART 1 – APPLICANT DETAILS

State the career you wish to pursue in the future: _____

Are you currently registered at a School/College/ University? _____

Name of School /College / University where you are currently registered: _____

Study year for which you will be registered next year (e.g. Third, Primary)_____

Name of next year proposed School / College /University: _____

Have you applied for a bursary with JDE before?

Yes

No

If yes to the above, state year of Award and Approval Number: _____

Have you applied for a bursary at other companies?

Yes

No

If yes, please state which company(ies): _____

In case you benefited JDE Bursary before, please attach the Appreciation Letter (typed and signed) you sent to JDE Group after being notified of the Bursary Award or after receiving your Bursary Award Letter from JDE Social Department.

In case you did not send an Appreciation Letter to JDE Group after being awarded the Bursary, please provide reasons why JDE Social Department DID NOT receive an official appreciation feedback from you.

PART 2 - PERSONAL DETAILS

First Names: _____

Surname: _____

Gender

☐

Date of birth: _____

I.D. Number: _____

Are you a citizen of the DRC, Zambia or South Africa studying in your country of origin? (Please circle the correct answer). YES

NO

Do you have any disabilities? If yes, please list below:

Name and complete address of your current/last school/college/university	Your Home Address	Current postal address (only applicable if it is different from your school/home address)
_____	_____	_____
_____	_____	_____
_____	_____	_____
Postal Code: _____	Postal Code: _____	Postal Code: _____
Tel. No.: _____	Tel. No.: _____	Tel. No.: _____
Country Code: _____	Country Code: _____	Country Code: _____

Person that we can contact if we need to reach you urgently:

Name: _____ Tel. No. _____ Email _____

Name of parent or guardian: _____ Relationship : _____

Tel. No. of parent or guardian: _____

Contact address: _____

Please indicate if either you or your parent(s) have been in the past or are currently employed by JDE

Name	Relationship (Mother/father)	Department	Occupation	Year	
				From	To

PART 3 - EDUCATION

Name of school you attended last year and the school you are currently attending this year. Start with your current school:

Name of School	Year		Grade/ Level/ Year/ completed
	From	To	

Kindly request your current school to verify the above with their official stamp

School Stamp

Kindly request the school you attended last year to verify this with their official stamp

School Stamp

PART 4 – EXTRAMURAL ACTIVITIES

Please supply details of the role you played in:

School Extra Murals	Community Activities

Please state your interests and hobbies: _____

DECLARATION BY APPLICANT OR PARENT/ GUARDIAN (CASE OF MINORS).

1. I confirm that the information contained in this application is, to the best of my knowledge, correct and truthful and I understand that if it is not, I may be eliminated from consideration in the selection process and I may not be granted the bursary.

2. I understand that all statements in my application may be investigated and I authorize JDE or its representative in the matter to contact the following persons who might be able to speak about my abilities and suitability for the bursary for which I am hereby applying: _____

3. I understand that an investigation of me might also include reference checks from my schools, colleges and universities. I authorize any school/college and/or university I attended, to provide JDE or Its representative with relevant information and opinions about me that may be useful in making a decision, and release such persons and organizations from legal liability in making such statements. (Please specify persons/institutions you would like us to contact.)

Signature of Applicant: _____

Date: _____

FOR OFFICE USE ONLY

APPLICATION SCREENING

Official's Name:	Official's Signature:	Date:	Decision:
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Comments: _____

APPLICATION PROCESSING

Official's Name:	Official's Signature:	Date:	Decision:
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Comments: _____

