

 <p>UNIVERSITY of the WESTERN CAPE</p>	UNIVERSITY OF THE WESTERN CAPE		
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UNIVERSITY OF THE WESTERN CAPE (UWC)

FINANCIAL AID AMENDMENT POLICY (C2015/05)

CONTENTS

- 1. DEFINITION OF TERMS**
- 2. PREAMBLE**
- 3. CATEGORIES OF FUNDING**
- 4. SCOPE OF POLICY**
- 5. GOVERNANCE**
- 6. LIMITATION CLAUSE**
- 7. ELIGIBILITY FOR FUNDING**
- 8. APPEALS PROCESS**

1. DEFINITION OF TERMS

UWC: means the University of the Western Cape

SDSSC: means Student Development and Support Services Committee

Financial Aid Sub-committee: means a Sub-committee of SDSSC, which is a Committee of Senate and Council.

Tuition Cost: means Tuition cost for approved modules for which a student is permitted by his/her faculty to register for, in order to meet the requirements of a degree, diploma or a certificate.

First Year Student: means a student who is registered at a higher education Institution for the first time, doing an undergraduate degree, diploma or certificate

Senior/Returning Student: means a student who has completed a first year of study at the Institution

Student Merit Award – means a student who obtains an average of 65% and above at the end of the academic year.

Recruitment Grant: means recruiting prospective students who are performers both academically and as athletes

Development Fund: means a fund aimed at supporting registered students who are not guaranteed financial support but have the potential to achieve academic excellence

Athlete Support Programme: means financial and other support mechanisms provided to athletes who compete for the university, (Sports Admin to forward the categories)

Sports Merit Award: means an award given to an athlete who excels both in his/her code and has an excellent academic record

Nationality: means the status of belonging to a particular nation, whether by birth or naturalization.

Bursary: means a bursary awarded for one academic year to a student who performs academically well and qualify for financial support.

IOP (Institutional Operating Plan): means a strategic framework for the Institution covering a 5 year period

Allowance: means an allowance provided to students in support of their academic performance and any other requirements as may be needed

Satisfactory Academic Progress: means meeting academic progress requirements as defined by the University's promotional rules and funding requirements across Faculties and related departments

2. PREAMBLE

The University of the Western Cape, cognisant of its role in providing access to higher education, offers opportunities to students who academically deserving and financially needy . These are students who are mostly drawn from disadvantaged schools who withstand adverse conditions and lack of resources, but possess the will to succeed.

This policy document governs various forms of funding support to students using applicable criteria and relevant guidelines. The Postgraduate scholarships and bursaries Committee's mandate is not covered by this policy, but a working relationship exist between the Financial Aid Sub-Committee and Scholarship Committee (SSFC). The Institutional Operating Plan (IOP) document gives a framing context and it is important that this document responds directly to the strategic thrust contained in the IOP document.

To achieve the objectives of this policy, there is a fundamental need to:

Provide different models of funding and increase the base of available funding;

Incentivize, support and encourage academically excellent students

Incentivize satisfactory student performance who are drawn from rural areas, in particular, women.

Apply the donor or University criteria when allocating funding.

Understand that the higher education environment is characterized by resource constraints and the need for efficient allocation to all deserving students

Utilize ITC and other internal mechanisms to support the process of verification of correct details.

Introduce and lead innovative fund raising efforts in consultation with Institutional Advancement.

While the policy recognises and rewards outstanding academic achievement, it promotes equity and access to education for promising students.

3. CATEGORIES OF FUNDING

Bursaries

Loans

Awards

Recruitment Grant

Athlete Support Programme

Development Fund

4. SCOPE OF THE POLICY

This policy document refers largely to bursaries, awards, sports merit awards, athlete support programme, undergraduate bursaries, selected postgraduate bursaries/allocations, trusts and external bequests administered by the University of the Western Cape. This excludes the SRC rebate which falls under the purview of the Rebate Committee, in consultation with the Deputy Vice Chancellor: Student Development. This policy avoids specific reference to National Student Financial Aid Scheme (NSFAS) funding, as this falls under a different legislative and policy framework, with a predetermined means test and funding manual. Responsibility for policy areas relating to scholarship awards and fellowship at post-graduate level is vested in the Senate Scholarships and Fellowship Committee (SSFC), which is a Committee of Senate). Similarly, responsibility for policy relating to bursaries and loans, and the awarding of such funding, is vested in the Financial Aid Subcommittee (also a Committee of Senate). Closer synergy and collaboration between the two committees is seminal to achieving broader strategic goals.

The Financial Aid Office, as mandated by the SDSSC, in partnership with other role-players, will be driving the implementation of the policy.

5. GOVERNANCE

Student Development and Support Services Committee (SDSSC) is the main committee responsible for recommending Financial Aid subcommittee policy proposals and guidelines before discussion and final approval by the University Council.

The Financial Aid Subcommittee is responsible for making recommendations to the Student Development and Support Services Committee (SDSSC) in respect of:

the funding of merit awards to entrants, undergraduates and graduates;

the funding of bursaries to entrants and undergraduates;

the funding of Athlete Support Programme and Sports Merit Award ;

the conditions governing the granting and management of student merit awards administered by the University; and

the granting of all student bursaries and awards administered by the University on behalf of external funders.

Where funds have specific award rules, those rules will take precedence over any policy of UWC. But, the committee needs to be presented with information to ratify such a decision.

UWC Bursary Award

Application to the Financial Aid Office which is subject to Means test

Senior registered students who obtained promotion and 65% aggregate in the previous year of study,

High income Senior registered students who obtained promotion and 65% aggregate in the previous year of study, will be assisted subject to availability of funding,

New First Year Merit Award

Application to the Financial Aid Office

Grade 12 learners entering the University for the first time

Award Conditions and Amounts

An applicant who has applied and obtained a level 7 aggregate qualifies for between 0-100% tuition fee rebate

An applicant who has applied and obtained a level 6 aggregate qualifies for between 0-75% tuition fee rebate

The award shall be credited into the student fee account.

The subcommittee reserves the authority to review the initial allocation

Applicants who are in receipt of full cost bursaries or in receipt of UWC staff rebates will not qualify for First Year Fee incentive.

Senior Merit Award

All senior undergraduate students registered with UWC who obtained A symbol for modules previously attained

Recruitment Grant

Applicable to prospective first year students who excel academically and in sports

Students should be registered at UWC in the following year

Student should maintain an excellent academic performance and sport achievement, at the time of registration.

The Recruitment Grant is a sub-category of the Merit Award. Its aim is to secure top achievers who have applied to study at UWC and who qualify for their programme of choice.

In the case of the Recruitment Grant, top performing applicants, Level 7 and Level 6 achievers, are offered a bursary to study a degree programme that supports the University's IOP enrolment goals with respect to the desired size, shape and mix of the student population and academic programme.

The Recruitment Grant is offered to the qualifying applicant in the year of application for the following academic year. It supports the notion of an early firm offer of study and offer of bursary to secure high achievers.

Athlete Support Programme

The Sport Department makes recommendations to the Financial Aid Sub-Committee on sports merit awards and athlete support programme

The funding principles must be consistent with the funding criteria.

Development Fund

Development Fund is meant to support rural and disadvantaged students who are experiencing funding challenges and require other forms of socio-economic support. The Financial Aid Office shall make available earmarked funding for this category of students, so that they could be supported to perform better. The allocation to each student depends on the available funding and this may be allocated disproportionately.

6. Limitation Clause

If a student qualifies for staff rebate and is in possible receipt of any funding drawn from outside the university, may qualify for the external funding or

the amount will be reduced in order that the funding could cater for other qualifying students for purposes of equity and fairness

If a student qualifies for any funding drawing from outside the university, he/she may qualify for the external funding but the university amount will be reduced or reversed in order for the funding to cater to other students for purposes of equity and fairness

No student shall be allowed to have two or more full cost bursaries/loans for the same programme of registration without the authorization or knowledge of Financial Aid Office

7. ELIGIBILITY FOR FUNDING

Applications for funding are only accepted from students who:

Only RSA nationals are eligible for UWC entrant or undergraduate scholarships. All students (including international students) are eligible for the UWC Senior Merit Award

are registered for a degree,

funding for Diploma, Certificate and part-time studies shall be considered subject to availability of funding

apply for financial aid in time (late applications will be processed only in special circumstances and subject to the availability of funds).

Subject to means test and being promoted with an average of 55%

8. APPEALS PROCESS

A student has a right to appeal against any funding decision deemed unsatisfactory to the Chairperson of the Subcommittee, after having consulted and received written feedback from the Financial Aid Office.

If an appeal falls outside the scheduled meetings of the Sub-committee, the Chairperson shall convene a special meeting to discuss the appeal, provided that the report containing the initial decision has been distributed to members 48 hours before the special meeting.