



**ORBIT TVET COLLEGE  
DHET BURSARY SCHEME  
STUDENT ALLOWANCE APPLICATION FORM**

**1. SUPPORTING DOCUMENTS CHECKLIST**

Documentation Checklist	Attached	
	Yes	No
<b>Detail</b>		
<b>1. Student's certified ID copy</b>		
<b>2. Accommodation Allowance (Lease agreement/Student &amp; Landlord affidavit)</b>		
<b>3. Landlord's documents( landlord's certified ID copy, proof of property ownership)</b>		
<b>4. Proof of Home address</b>		
<b>5. Student Bank Statement/Account Confirmation letter</b>		
<b>6. Student Enrolment/Proof of Registration</b>		

## 2. STUDENT DETAILS

Surname: \_\_\_\_\_ Title: \_\_\_\_\_

First Names (as reflected on ID): \_\_\_\_\_

Identity Number: 

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Date of Birth: 

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Gender: Male  Female

Race: African  Coloured  Indian  White

Marital Status: Single  Married  Divorced  Widowed

Home Address (not a P.O Box):  
\_\_\_\_\_  
\_\_\_\_\_ Code: \_\_\_\_\_

Postal Address (if different from home address):  
\_\_\_\_\_  
\_\_\_\_\_ Code: \_\_\_\_\_

Home Telephone No.: \_\_\_\_\_ Cellphone: \_\_\_\_\_

Address while studying (not a P.O Box):  
\_\_\_\_\_  
\_\_\_\_\_ Code: \_\_\_\_\_

Telephone while studying: \_\_\_\_\_ Cellphone: \_\_\_\_\_

Email Address:  
\_\_\_\_\_

Next of kin contact Number: \_\_\_\_\_

## 3. STUDY DETAILS

Campus : \_\_\_\_\_

Programme : \_\_\_\_\_

Level : \_\_\_\_\_

**4. PARTICULARS OF BURSARY**

Allowances requested (Mark the box next to the applicable allowance with an X)				
<i>Transport</i>		<i>Accommodation (Inclusive of meals)</i>		<i>Personal care allowance</i>

I DECLARE THAT I HAVE READ AND UNDERSTOOD THE CONTENT OF THE ALLOWANCE APPLICATION FORM AND THAT THE INFORMATION SUPPLIED IS TRUE AND CORRECT. I ALSO UNDERSTAND THAT COMPLETING THE APPLICATION FORM DOES NOT MEAN THAT I HAVE BEEN GRANTED BURSARY FOR MY ALLOWANCE CLAIM

Signed by the STUDENT at: \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

STUDENT SIGNATURE: \_\_\_\_\_

**5. TO WHOM MUST THE ALLOWANCE BE PAID TO**

Surname \_\_\_\_\_ Initials \_\_\_\_\_

**BANKING DETAILS**

Account Holder	<input type="text"/>	Bank Name	<input type="text"/>
Account nr	<input type="text"/>	Branch Code	<input type="text"/>
Account Type	<input type="text"/>	Branch name	<input type="text"/>

**AMOUNT PAYABLE**

**TOTAL REFUND**

Checked by:	_____ (HOD/SSO)	Date	_____
Approved by:	_____ (Campus Manager)	Date	_____
Checked by:	_____ (Accountant CC)	Date	_____
Verified by:	_____ (Senior Accountant CC)	Date	_____
Authorised by:	_____	Date	_____
Processed by:	_____	Ref Nr	_____
		Date	_____