

UNIVERSITY OF PRETORIA

GUIDELINES REGARDING UP POSTGRADUATE RESEARCH SCHOLARSHIP FOR PhD STUDY - 2016

1. ELIGIBILITY

The UP Postgraduate Research Bursary is available to students who register for a Doctoral programme on a full-time basis at the University of Pretoria, and not employed for more than 12 hours a week. Applicants are required to have applied for external sources of funding prior to their application to this programme.

2. DISTRIBUTION OF AVAILABLE FUNDS

In each budget cycle, the Budget and Planning Committee allocates funds to be used for UP postgraduate scholarships. A portion of the budget is reserved for allocation to the UP Postgraduate Research Scholarship programme.

Awards to individual students are based on a motivation from the academic supervisor and a recommendation by the Dean of the Faculty, to the Graduate Support Hub. The Director of the Graduate Support Hub forwards the recommendations of the review committee to the Vice Principal: Research and Postgraduate Education for approval.

3. QUALIFYING CRITERIA FOR UP POSTGRADUATE RESEARCH BURSARY

- 3.1. The bursary is awarded to candidates on the grounds of the contribution their study is likely to make to strategic areas of research which are priorities for the Faculty.
- 3.2. Financial need: Applicants must demonstrate that they have applied for other sources of funding, (although they need not have been successful).
- 3.3. Applicants must demonstrate academic potential, be within the first three years of first registration for the PhD study, and show promise of completing their studies within the recommended time, all of which must be motivated by the supervisor and/or Dean.
- 3.4. Students who have not completed their preceding study programme will not be considered for a UP Postgraduate Research Scholarship.

4. BURSARY AWARDS

- 4.1 The UP Postgraduate Research Scholarship value is R75 000 per annum. In cases where a candidate registers during the 2nd semester, the value of the bursary is R37 500 for the first year.
 - 4.2 Bursary awards and subsequent renewal are not guaranteed, and are subject to the recommendation of the supervisor and the Dean of the Faculty, the availability of funds, and
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reports of satisfactory progress.

5 SCHOLARSHIP CONDITIONS

- 5.1 The UP Postgraduate Research Scholarship will not be awarded to candidates who hold other scholarships. In the event that a student receives another scholarship of higher value after the UP postgraduate research scholarship award has been made, the University reserves the right to withdraw or adjust the amount of the scholarship.
- 5.2 Holders of scholarships who do not complete their postgraduate studies will be liable for the repayment of the full scholarship as set out by the UP loan agreement signed by the scholarship holder.
- 5.3 Consideration may be given to granting a student an additional year beyond the recommended period prescribed by the University to complete his or her degree programme. Such consideration is subject to a recommendation by the supervisor and Dean and a progress report that is approved by the supervisor, to be provided to the Vice-Principal: Research and Postgraduate Education by the Director of the Graduate Support Hub.

6 ADMINISTRATIVE PROCEDURES

- 6.1 Applications for the UP Postgraduate Research Scholarship will be made by way of completing an application form obtainable at www.up.ac.za/feesfunding or by sending an email to drispq@up.ac.za. The application form should be submitted to the Faculty Dean who will make a recommendation to the Graduate Support Hub. The Director of the Hub convenes a committee that makes recommendations to the Vice Principal: Research and Postgraduate Education for approval.
 - 6.2 After a scholarship has been awarded, the student and the supervisor should complete the prescribed Agreement Form in full (www.up.ac.za/feesfunding). The form can be obtained under Postgraduate funding and the Related forms and documents tab. The form should be submitted at the Client Service Centre for processing of the award by the Division for Study Finance.
 - 6.3 Upon receipt of the correctly completed Agreement Form, the full amount of the scholarship is credited to the student's account. The scholarship is first used to cover tuition fees. A credit balance will only be refunded upon the receipt of an application form for the disbursement thereof, obtainable at the Client Service Centre.
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