National Student Financial Aid Scheme

Guidelines for Students with Disabilities for the Department of Higher Education and Training Bursary programme

2013 Academic Year

10 December 2012
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PART ONE: INTRODUCTION AND BACKGROUND

In 2008, the Department of Education introduced a bursary scheme for students with disabilities studying at one of the 23 public higher education institutions. This bursary programme was to complement the existing funding provided by the Department of Labour under the National Skills Fund, for new and continuing students who would no longer be supported by the decreasing funding from the Department of Labour.

This bursary programme is aimed at providing financial support for students with disabilities who need financial aid and academically able. It is intended to open opportunities in higher and further education and training and provide the necessary additional teaching and learning (curriculum) support for students to overcome any barriers to learning which have resulted from their disability.

A. Who is eligible for this bursary?

New and continuing students who have been accepted for admission at one of the public higher and further education and training institutions may apply for the bursary, on the following conditions:

1. The student is enrolled for their first undergraduate qualification, or a postgraduate professional qualification as recognized by NSFAS, as a requirement for employment in a professional field;
2. The student is a continuing student funded previously by the Department of Labour or the Department of Education in 2008 and 2009;

If the student has not been previously funded by the Department of Labour or Education in prior years, but is applying for financial aid for the first time, the following conditions apply only:

3. This is regardless of field of study, on the condition that the programme is an accredited programme for higher and further education and training;
4. Are academically able (as per the institutions’ academic admission requirements AND through ongoing annual monitoring of student performance once enrolled in the programme of choice);
5. Whose primary disability is regarded as an impairment which is long-term, recurring and substantially limiting (a more robust definition of disability will be provided in the document, and it is against this that the eligibility of students must be weighed);
6. Are financially needy as determined by the NSFAS financial means test or at the discretion of the Disability Support Unit if the family income falls out of the net of the means tests, as other factors besides financial neediness needs to be considered in certain circumstances.

Students may combine this bursary award with a NSFAS loan should the allocation made to the institution not be sufficient to cover the costs of study.
B. Defining disability for the purposes of this bursary programme

There is much debate and discussion both locally and internationally on how to most accurately capture the essentials in a definition of disability. The UN Convention on the Rights of Persons with Disabilities (2007) recognises that disability results from the interaction between persons with impairments and attitudinal and environmental barriers. It recognises persons with disabilities as those persons who have long-term or recurring physical, mental, intellectual or sensory impairments which in interaction with various barriers may hinder their full and effective participation in society on an equal basis with others. In addition, within the higher education sector, psychosocial and Specific Learning Disabilities need to be taken into account (Please see Annexure C for a draft of the categories of disabilities).

““Long-term” means the impairment has lasted, or is likely to persist, for at least twelve months.
A short-term or temporary illness or injury is not an impairment which gives rise to a disability.

A “recurring” impairment is one that is likely to occur again. A progressive condition is one that is likely to develop or change or recur. People living with progressive conditions or illnesses are considered as people with disabilities once the impairment starts to be substantially limiting.

An “impairment” may be physical or mental. A “physical” impairment implies a partial or total loss of a bodily function or part of the body. It includes sensory impairments such as being deaf, hearing-impaired, and blind, etc. “Mental” impairment refers to a clinically recognised condition or illness that affects a person’s thought processes, judgment or emotions.

An impairment is “substantially limiting” if it imposes considerable difficulty on the person performing the essential functions of a job and this is determined by considering the extent, duration and impact of the impairment. If a person has several conditions, these should be considered together to assess if their effect is substantially limiting.

It is important to note that, for the purposes of this bursary programme, this definition of disability will include chronic diseases such as diabetes, HIV/AIDS or other chronic medical conditions such as asthma, tuberculosis and cancer where these impact on the process of teaching and learning of the student.

C. Critical partnerships in the administration of this bursary

Best practice examples in some of South African institutions of higher education have demonstrated that this bursary programme is administered most effectively when the partnerships within different functional units on campus are involved.

Not only is the Financial Aid office a critical link and the NSFAS agent on campus, but the role of the Disability Support Unit cannot be underestimated, not only in the identification and referral of students with disabilities to the financial aid office, but also in building links and relationships with service providers and suppliers of assistive devices, and with owners/managers of private accommodation sites for students with disabilities. The Academic Development Unit or Student Support Services may provide another avenue to which to direct students with disabilities in the event of a student requiring additional learning support, tutoring or mentoring.

In addition, the IT department at each university may be a useful resource for establishing the availability of specialised software and hardware support for students with disabilities, and may be able to negotiate discounted prices for the software needed by some of these students.

In order to strengthen the partnerships noted above, NSFAS has to play a critical role

...
in continuously engaging the relevant stakeholders. An annual workshop should be held with the relevant stakeholders to discuss issues of concern around the bursary implementation with the view to reviewing the Guidelines in accordance with the needs of students and institutions.
Only South African students with disabilities who are able to produce valid original ID documentation will be able to apply for financial aid.

In order to assess financial eligibility, the NSFAS means test must be applied to all applications for financial aid from students with disabilities, and students applying for financial aid must be able to supply all relevant evidence required for assessing financial need. However, where students with disabilities are concerned, the means test cannot be the only means of assessing financial eligibility as there are many added costs related to supporting a student with a disability even for a family with an income that falls above the ceiling of the means test. In the latter case, the Disability Support Unit together with the financial aid office, should be able to submit a motivation to NSFAS for flexibility for financial support on behalf of the student.

A. What does the bursary cover?

The bursary will cover the following (as per the cost table overleaf):
- Actual registration, tuition and examination fees (“the tuition costs”) payable to the Institution, and as charged to the student fee account;
- Costs of books and other study materials prescribed by the Institution in relation to the Qualification (“the materials costs”);
- Student’s accommodation and meal costs (“the accommodation costs”);
- Student transportation guidelines (read under “the accommodation costs”);
- The costs of providing an assistive device or human support to the Student (as per the schedule/cost table attached to this document); and
- With the exception of cases where no other means of cash payment are possible (as is determined in the NSFAS Manual (item 5.1), no cash shall be placed in the hands of students.

It is important to note and recognise that in cases or examples where this policy is silent, that the NSFAS Manual to Higher Education Institutions serves as the base reference and guideline.

B. What are the key parameters for the bursary?

The following key parameters for the awarding of the bursary must be considered:
1. The minimum time of completion for undergraduate studies remains as the number of years for completion of the qualification (as determined by the institution’s academic faculties) plus an additional three years (N+3) and will consider (N+4) applications on merit;
2. Beneficiaries of the bursary are required to work in South Africa for a specified period after completion of their studies. Should the beneficiary of the bursary be unable to find employment in South Africa post-completion, the student must apply in writing to NSFAS for a fair exit clause/buy-out clause to be considered (buy-out clause - or fair exit clause); and
3. The maximum and minimum award sizes applicable to all NSFAS loan awards applies to this bursary, but excludes any value in addition for the cost of a assistive devices up to a maximum of R27 951 in any one year or for human support annually. It has to be noted that human or other support may exceed this amount and this needs to be taken into consideration.
C. Special provisions: Assistive devices and human/other support

- The main purpose of special provisions/support is to enable the learning and teaching environment that is conducive to the holistic development and success of students with disabilities. Assistive devices and human/other support, are the special provisions and support, as outlined below, that make various living and learning environment accessible to students with disabilities. Access to learning material through the use of assistive devices or human support are examples. Access and support within the daily living environment, for example by way of a carer, is another kind of special provision/support. With support of this nature in higher education, the student is enabled and empowered to gain a university and further education qualification that will foster a successful transition into the workplace and society.
- The Bursary Amount will be used to assist in meeting the cost of assistive devices only if:
- The Student does not already own or enjoy the use of the assistive devices, whether obtained with NSFAS funds under a prior bursary agreement and obtained within the course of study.

\[\text{It is regarded as preferable for students to stay in a residence which is closer to facilities. If residences are full, students should be advised to place their names on a waiting list. If the Student resides in private hired accommodation, the Student will be responsible for paying all the costs associated with such accommodation, and all the costs related to the Student’s meals. However, if the Student delivers to the Institution a certified copy of a written lease agreement in respect of that accommodation, NSFAS will use the Bursary to pay a contribution towards the Student’s accommodation costs.}\]
• The Institution, whether through its disability unit or otherwise, certifies in writing to NSFAS that the Student requires the special provisions;
• The Student, upon his/her first application for assistance, provides NSFAS (via the financial aid office) with a certified copy of a written assessment (Annexure A) from a certified, professionally registered medical doctor or other appropriately-qualified professional, which states that the Student requires and would benefit from the support proposed. The Disability Support Units input in this process can also be accepted regarding the additional supports needed as the professionals do not always have full knowledge of the range of supports available for students during their course of study. Two major kinds of support are indicated below:

1. Assistive Devices

Students with disabilities are unique, individual and varied. Just as their disabilities are varied, so are the kinds of support that they would need in their daily living and learning environments. Below are some examples of the kinds of support needed by students with a range of disabilities - it could be anything from one specific device to a range of devices and/or human support (the supports indicated with an * are examples of human support, elaborated on in 2 below the table):

<table>
<thead>
<tr>
<th>BLIND STUDENTS</th>
<th>PARTIALLY SIGHTED STUDENTS</th>
<th>PHYSICAL DISABILITIES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Perkins Brailler; Braille calculator; Braille diary; Computer/laptop with JAWS software; Scanners; Digital voice recorder; Pacmate; Guide dog*; Cane</td>
<td>Magnifying glass; Large screen monitor; glasses; Computer with ZoomText magnifier; Digital voice recorder</td>
<td>Crutches; Callipers; Manual/motorized wheelchair; Computer/laptop with Dragon software possibly; Digital voice recorder; Chronic medication; Leg braces; Specialised mattress; Rehabilitation therapy; Specialized cushions; Carer (which might have to stay in res with the student)<em>; Tutor (who might have to help with extra tuition, writing in the classroom and assignment writing)</em></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>DEAF STUDENTS</td>
<td>STUDENTS WITH CHRONIC ILLNESS INCL. PSYCHOLOGICAL HEALTH/PSYCHIATRIC CONDITIONS</td>
<td>SPECIFIC LEARNING DISABILITIES and DEVELOPMENTAL DISORDERS LIKE ASPERGER’S SYNDROME</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sign Language Interpreters*; A range of assistive living devices like vibrating alarms under pillows; A range of hearing assistive devices</td>
<td>Regular support from a psychologist, psychiatrist or another specialist/s depending on the condition or non-availability of existing campus services*</td>
<td>Software like WYNN software or Read &amp; Write Gold to assist with reading or writing of assignments; Special tutors in addition to those provided by campus services; Reading support by reading practitioners</td>
</tr>
</tbody>
</table>

*These are examples of human or other support that could be needed by certain students with disabilities. Some of these noted above are provided as services through
associations like SA Blind Dogs Association (which supplies blind students with dogs).

2. Human/Other support

While many students need technology to facilitate access to daily living and learning environments, many students also (or only) need human assistance in the form of scribes, carers, individual reading support, special tutors, as examples. Special Provisions/Support are both disability- and person-specific, and while it is not the intention of the policy to limit the provision of support to students studying at higher and further education institutions, the bursary does limit the amount provided (with a range of reasonable flexibility), for support, to allow for reasonable provision and in order to ensure that as many students with a range of disabilities are accommodated.

D. Processes and parameters for the provision of assistive devices

Set out in the Allowable Cost Table overleaf (under the heading “Assistive Device”) is the maximum amount of the Bursary which is available for expenditure on special provisions. Although these are the maximum values, individual circumstances will be taken into account in the allocation of support, especially where students have multiple disabilities and varied needs. This will be done in liaison with the Disability Support Unit and Financial Aid Office at the institution.

The cost of an assistive device will be paid by NSFAS out of the Bursary Amount to the institution only on receipt of an invoice or a quotation from a supplier approved by the Institution. It is recommended that service providers/suppliers are paid directly by the institution on presentation of an invoice and the signed agreement in respect of assistive devices (Annexure B). This agreement must be completed by the student and the financial aid office once the financial aid application has been completed and approved, and before the final schedule of particulars is sent to NSFAS. A copy of this agreement must be attached to the schedule of particulars.

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2 An exemplar/template of a draft written assessment questionnaire is attached as Annexure B, and can be certified by the FAO once the student has applied for financial aid and taken to a hospital, medical practitioner or recognised rehabilitation centre for completion. It is recommended that where possible and practical, students consult on-campus medical support staff for this medical report to reduce the cost and inconvenience to the student.

3 Appropriately-qualified professionals include physiotherapists, occupational therapists, speech-language therapists, audiologists, optometrists, opticians, or any other registered relevant profession recognised by the Health Professions Council of South Africa.

4 It is strongly recommended that, as far as possible, the institution obtain permission to use the Department of Health assistive devices tender lists as a guide for authorised dealers and/or recommended retail prices for all assistive devices supplied through the NSFAS bursary funds.
NB: It is the responsibility of the student to look after the assistive device/s issued to him/her, and to ensure that it is used for the purposes for which that it was intended. Irresponsibility or negligence on behalf of the student will be dealt with by the institution and NSFAS. If students transfer from one institution to another, the limit of R 27 951 (for 2013 with 10% increments per year thereafter) for the duration of the study period still applies, and the purchase of duplicate devices will not be permitted.
E. Allowable Cost Table: All amounts should allow for a 10% increase annually including books, non-university res accommodation and travel costs. A negligible amount for other personal costs should also be considered by NSFAS which could go for fees to belong to student societies, as an example. The amount for 2013 has been calculated and mentioned in the discussion above and is based on backdated increments based on the 2010 amounts in Guidelines document.

The annual NHRPL, UPFS, SAMA and BHF rates will apply for the various services. One to three quotes may be provided, depending on the required devices and the availability of service providers, and with inputs from the Disability Support Units and the Financial Aid Offices.

<table>
<thead>
<tr>
<th>Tuition Costs</th>
<th>Accommodation Costs (including Meals)</th>
<th>Private Accommodation</th>
<th>Materials Costs</th>
<th>Assistive Device</th>
</tr>
</thead>
<tbody>
<tr>
<td>Actual tuition costs in respect of courses prescribed by the Institution as compulsory requirement for the Degree/Diploma</td>
<td>The Bursary will be used to pay the student’s actual accommodation costs (including meals) during academic terms only if the student is staying in the Institution.</td>
<td>If the student resides in private hired accommodation the student will be responsible for all the costs associated with such accommodation.</td>
<td>The Bursary will be used to pay materials costs only up to a maximum of R4,600 in respect of books and other study materials prescribed by the Institution for compulsory subjects.</td>
<td>The Bursary amount will be used to assist in meeting the costs of one/more Assistive Devices to a maximum amount of R27,951 for the duration of the studies (with the provision that upgrades, repairs, replacements are payable on an annual basis where required).</td>
</tr>
<tr>
<td>Tuition costs for optional or additional subjects must be paid by the student.</td>
<td></td>
<td>If the student delivers to the Institution a certified copy of a written lease agreement in respect of that accommodation, NSFAS will pay a maximum amount of R12,000 per annum payable in monthly instalments by the institution towards the student’s private accommodation costs.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Assistive Devices will include Human/Other Support, as is needed by the student to access the daily living, learning and teaching environment.
Listed below is the cost breakdown for assistive devices that NSFAS will approve for payment.

### F. Cost breakdown of items:

<table>
<thead>
<tr>
<th>DISABILITY</th>
<th>ASSISTIVE DEVICE</th>
<th>MAXIMUM AMOUNT ALLOWABLE</th>
<th>TENDER PRICE RECOMMENDED</th>
</tr>
</thead>
</table>
| 1. Physical Impairment or disability  
(movement, mobility, locomotor) | Wheel chairs (Category 1):  
(including customizing options, costed at approximately an additional amount of R1500 - R2000 per chair, subject to individual needs and assessments)  
- Indoor/low active basic folding chairs  
- Urban active chairs  
- Hybrid active chairs  
- Rural active chairs  
- Adjustable posture support chairs  
- Motorised chairs  
Base seating systems:  
- Lap belts  
- Seating cushions  
- Tension adjustable backrest  
Computer (Tetra & Quadriplegic)  
Recorder (Tetra & Quadriplegic)  
Boots (footwear)  
Special chair (Commode)  
Walking stick | Max R21,000  
R2,500  
R3,500  
R2,750  
R3,500  
R10,000  
(customizing options range from R2,300 - R5,400 per chair)  
R19,000  
(customizing options range from R2,750 to R5,130 per chair)  
R150  
R150 - R1 000  
R250 - R4 500  
R21 000  
R8 000  
R2 500  
R2 500  
* R1 000 | DOH Tender List RT233-2008ME  
(Valid from 1 Sept 2008 to 31 Aug 2010)  
DOH Tender List RT233-2008ME  
(Valid from 1 Sept 2008 to 31 Aug 2010)  
See UPFS for detailed listing  
DOH Tender List RT233-2008ME  
(Valid from 1 Sept 2008 to 31 Aug 2010)  
See UPFS for detailed listing |

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6 As far as possible, institutions are advised to consult the National Health Reference Price List (NHRPL) and the Uniform Patient Fee Schedule (UPFS) for the tariff structures recommended for products and services of the relevant health professional (www.doh.gov.za). In addition, the Board of Healthcare Funders (BHF) and/or the South African Medical Association (SAMA) can be consulted for relevant tariffs.
## 2. Visual Impairment or disability
(blind and partially-sighted)

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Crutches, calipers, ferrules, walking frame</td>
<td></td>
<td>See UPFS for detailed listing</td>
</tr>
<tr>
<td>Writing splint</td>
<td>* R2 000</td>
<td></td>
</tr>
<tr>
<td>Ankle Brace and splints</td>
<td>* R1 500</td>
<td></td>
</tr>
<tr>
<td>Foot and leg orthotics</td>
<td>R1 500</td>
<td></td>
</tr>
<tr>
<td>Perkins Braille</td>
<td>R5 500</td>
<td></td>
</tr>
<tr>
<td>Tape Recorder/digital recorder</td>
<td>R2 000</td>
<td></td>
</tr>
<tr>
<td>Tapes</td>
<td>R500</td>
<td></td>
</tr>
<tr>
<td>Personal Computer (NB: only if specialized software/related hardware devices specific to that disability are required eg large print keyboard, handheld magnifier)</td>
<td>R21 000</td>
<td></td>
</tr>
<tr>
<td>Calculator</td>
<td>R 300</td>
<td></td>
</tr>
<tr>
<td>Travelling alarm clock</td>
<td>R 150</td>
<td></td>
</tr>
<tr>
<td>Spectacles/magnifiers:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Refraction only</td>
<td>R 200</td>
<td></td>
</tr>
<tr>
<td>• Single vision</td>
<td>R 850</td>
<td></td>
</tr>
<tr>
<td>• Bifocals</td>
<td>R 950</td>
<td></td>
</tr>
<tr>
<td>• Fixed tints</td>
<td>R 750</td>
<td></td>
</tr>
<tr>
<td>Eye test (optometry, ophthalmology)</td>
<td>R2 000</td>
<td></td>
</tr>
</tbody>
</table>

## 3. Hearing impairment or disability
(hearing loss/impairment and/or Deafness)

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hearing aids and earmoulds:</td>
<td>Max R21 000</td>
<td>See NHPRL 2009 (Optometrists)</td>
</tr>
<tr>
<td>• Body aids complete with cord and receiver</td>
<td>R1 750</td>
<td></td>
</tr>
<tr>
<td>• Behind-the-ear (BTE) analogue hearing aids for mild hearing loss</td>
<td>R2 500 (per ear)</td>
<td>DOH Tender list RT274-2008ME (Valid 1 Sept 2008 - 31 Aug 2010)</td>
</tr>
<tr>
<td>• BTE analogue hearing aids for moderate hearing loss</td>
<td>R2 500 (per ear)</td>
<td></td>
</tr>
<tr>
<td>• BTE analogue hearing aids for severe hearing loss</td>
<td>R3 000 (per ear)</td>
<td></td>
</tr>
<tr>
<td>• BTE analogue hearing aids for profound hearing loss</td>
<td>R 3500 (per ear)</td>
<td></td>
</tr>
<tr>
<td>• Canal (in-the-ear -ITE) hearing aids (mild to severe hearing loss - analogue)</td>
<td>R2 365 - R4 000 (per ear)</td>
<td></td>
</tr>
<tr>
<td>Item</td>
<td>Cost</td>
<td>Notes</td>
</tr>
<tr>
<td>----------------------------------------------------------------------</td>
<td>-------</td>
<td>--------------------------------------------</td>
</tr>
<tr>
<td>Ear level (BTE/ITE) programmable digital hearing aids</td>
<td>R1 820 - R4 500 (per ear)</td>
<td>DOH Tender list RT274-2008ME (Valid 1 Sept 2008 - 31 Aug 2010)</td>
</tr>
<tr>
<td>Tapes &amp; Recorder</td>
<td>R650</td>
<td></td>
</tr>
<tr>
<td>Assistive Listening Devices (ALDs):</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FM (frequency modulated) systems - receiver, transmitter</td>
<td>R7 000</td>
<td></td>
</tr>
<tr>
<td>Soundfield amplification systems</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Induction loop systems</td>
<td>R250</td>
<td></td>
</tr>
<tr>
<td>Batteries for hearing aid</td>
<td>R200</td>
<td></td>
</tr>
<tr>
<td>(Zinc air batteries 6-pack @ R17.50 per pack - tender)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Audiology (basic diagnostic testing - including otoscopic exam, puretone audiometry, speech audiometry)</td>
<td>R2 000</td>
<td>See NHPRL 2009 (Speech Therapists and Audiologists)</td>
</tr>
<tr>
<td>Digital voice recorders</td>
<td>R3 500</td>
<td></td>
</tr>
<tr>
<td>Fluency device</td>
<td>R17 500</td>
<td></td>
</tr>
<tr>
<td>Augmentative and Alternative Communication Devices (AAC Devices)(^7) such as:</td>
<td>R21 000</td>
<td>*Fluency device (RT272-2008ME)</td>
</tr>
<tr>
<td>Dedicated computer systems</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Software for non-dedicated computers</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Computer access devices, including specially designed keyboards and voice recognition systems</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other peripherals that provide adapted access to computers</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Computer output devices adapted for monitors and printers</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Software systems specific to AAC systems</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Switching devices</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Non-electronic AAC devices and systems</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Psychometry/educational psychology assessment - diagnostic battery</td>
<td>R2 000</td>
<td></td>
</tr>
</tbody>
</table>

\(^7\) Consult the Centre for Alternative and Augmentative Communication (CAAC)
5. HUMAN SUPPORT/OTHER SUPPORT (this is a new category suggested by HEDSA)
This category will cover all non-assistive devices as supports. These could be scribes, note takers, carers, individual reading support, special tutors, Sign Language Interpreters. Note that the costs for Sign Language Interpreters could be a subsidised cost given the high cost of such services. There will have to be consultation with the Disability Support Units on campuses to get a better idea of these kinds of support.

G. Contact details for government service agencies
Items identified as on a government tender list are available from the state hospitals, please contact the following government service agencies for more information (the contact names may have changed since the time of the state tender going to press):

<table>
<thead>
<tr>
<th>PARTICIPANTS</th>
<th>CONTACT PERSON</th>
<th>TEL NO</th>
<th>FAX NO</th>
<th>EMAIL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Free State Province</td>
<td>Ms M. Bender</td>
<td>051 404 404127</td>
<td>051 404 4120</td>
<td><a href="mailto:benderm@edu.fs.gov.za">benderm@edu.fs.gov.za</a></td>
</tr>
<tr>
<td>Department of Education</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Private Bag X20565</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BLOEMFONTEIN 9300</td>
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<td>National Department of Education</td>
<td>Maggie Rametsi</td>
<td>012 312 5626</td>
<td>0865126753</td>
<td><a href="mailto:rametsi.d@doe.gov.za">rametsi.d@doe.gov.za</a></td>
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<td>Department of Correctional Services</td>
<td>Molefe Lebese</td>
<td>012 307 2547</td>
<td>012 323 5621</td>
<td><a href="mailto:Molefe.Lebese@dcs.gov.za">Molefe.Lebese@dcs.gov.za</a></td>
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<td>Col. Durandt</td>
<td>012 367 9114</td>
<td>012 367 9064</td>
<td><a href="mailto:samhsproc@gmail.com">samhsproc@gmail.com</a></td>
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<td>Eastern Cape Province</td>
<td>Ms Joyce Gysman</td>
<td>040 609 3436/7</td>
<td>040 635 1132</td>
<td><a href="mailto:Joyce.gysman@impilo.ecprov.gov.za">Joyce.gysman@impilo.ecprov.gov.za</a></td>
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<td>Mpumalanga Province</td>
<td>Mr P Mhlabane</td>
<td>013 766 3003</td>
<td>013 766 3472</td>
<td><a href="mailto:pringlem@social.mpu.gov.za">pringlem@social.mpu.gov.za</a></td>
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Limpopo Province
Department of Health and Welfare
Private Bag x9302
POLOKWANE
0700

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<tr>
<td>Limpopo Province</td>
<td>Mr E Luruli</td>
<td>015 293 6100</td>
<td>082 931 6316</td>
<td><a href="mailto:LuruliE@dhw.norprov.gov.za">LuruliE@dhw.norprov.gov.za</a></td>
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Northern Cape Province
Department of Health and Welfare
Private Bag x5049
KIMBERLY
8300

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<tr>
<td>Northern Cape Province</td>
<td>Ms M Le Roux</td>
<td>053 830 0549</td>
<td>053 830 0744</td>
<td><a href="mailto:vmabengeza@met.ncape.gov.za">vmabengeza@met.ncape.gov.za</a></td>
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North West Province
Department of Health
Private Bag x5049
MMABATHO
2570

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<tr>
<td>North West Province</td>
<td>Ms S Setlhare</td>
<td>018 397 2329</td>
<td>0825514513</td>
<td><a href="mailto:ssetlhare@nwpg.org.za">ssetlhare@nwpg.org.za</a></td>
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Western Cape Province
Department of Health
PO Box 2060
CAPE TOWN
8001

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<tr>
<td>Western Cape Province</td>
<td>Ms Unita van Vuuren</td>
<td>021 483 3071/3512</td>
<td>021 483 9348</td>
<td><a href="mailto:Uvvuuren@pgwc.gov.za">Uvvuuren@pgwc.gov.za</a></td>
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For the assistive devices listed above, the following service providers have been identified as recommended preferred suppliers (please see full tender list, available upon request for more details of which device is supplied by which provider):

**Hearing aids and other hearing-related assistive devices (Government Tender RT 274-2008ME):**
- Oticon South Africa
- John S Mayers
- Medifix Hearing Systems CC
- Medifix Hearing Systems CC
- Lukatit Investments 14 (Pty) Ltd
- Siemens Ltd
- Batho Kopanang Distributors (Pty) Ltd
- Danavox
- Impact Hearing Systems (Pty) Ltd

**Electronic devices:**
- Institutions’ own IT services (software including Jaws, Dragon, MicroLink)
- Sensory Solutions
- Neville Clarens Technology

**Visual assistive devices (eg spectacles):**
- Spectacle Warehouse

Add Hearability as a service provider for students with hearing impairments
Mobility Devices (Government Tender RT233-2008ME):
- Shonaquip (021) 7978239
- Thokomala Mobility Services CC (031) 5793939
- Crinoline Medical Supplies (Pty) Ltd (011) 210 6300
- Medifoam CC (021) 945 4764
- CE Mobility (041) Tel (041)3733780, Fax (041) 3733781

H. Resources to consult

Centre for Augmentative and Alternative Communication
www.caac.up.ac.za

South African Association for Audiologists
www.audiologysa.co.za

South African Speech-Language-Hearing Association
www.saslha.co.za

South African Optometric Association
www.saoa.co.za

Department of Health - National Health Pricing Reference List
www.doh.gov.za/docs/nhrpl-f.html

Inclusive Solutions
www.inclusivesolutions.co.za

South African Society of Physiotherapy
www.physiosa.org.za

Occupational Therapy Association of South Africa
www.otasa.org.za

Western Cape Rehabilitation Centre
www.wcrc.co.za

Higher Education Disability Services Association (HEDSA)
www.hedsa.org.za

South African Hearing Institute
www.sahi.org.za
**ANNEXURE A:**

**DRAFT WRITTEN ASSESSMENT QUESTIONNAIRE: DISABILITY**

The completion of this section by the higher education institution prior to the referral of the student to a medical/rehabilitation professional is compulsory.

### STUDENT DETAILS

- **Student number:**

- **Student name (title, surname, first name):**

- **Identity Number:**

- **Contact numbers:**
  - (h)
  - (cell)

### HIGHER EDUCATION INSTITUTION DETAILS

- **Referring University/University of Technology:**

- **Financial Aid Officer**
  - Name:
  - Contact number:

- **Disability Support Unit Officer**
  - Name:
  - Contact number:

### Questionnaire Details

- **Is the student currently receiving a disability grant/care dependency grant?**
  - YES/NO

- **Has the student made application for a grant?**
  - YES/NO

- **Is the student on a medical aid? (as main member or dependent)**
  - YES/NO

The following sections must be completed by a registered medical practitioner or rehabilitation professional (on- or off-campus):

- **Name of medical practitioner/rehabilitation professional:**

- **Name of medical practice/hospital:**

  (please indicate if state/private)

- **Practice number (if in private practice):**

- **HPCSA registration number:**

---

Note:
All students with disabilities applying for financial aid need to complete this form upon initial application for financial aid ONLY. Previously funded students do not need to submit this medical report. Should the nature of the disability change over the term of the study, and if this impacts directly on the student’s ability to participate in his/her educational programme, then the student will need to submit updated details and a full medical/rehabilitation report from a certified professional.

Failure to provide the information requested on all pages will render this application incomplete.

Please complete in detail, in legible handwriting for certification and verification by a registered healthcare professional.

---

8 All information contained in this form will remain with the university/university of technology and/or NSFAS only and will remain confidential.
GENERAL STUDENT/CLIENT DETAILS:

Diagnosis: ________________________________________________________________

Has the condition been present since birth? YES/NO

If not, please indicate date and reason for onset: ___________________________________________

Present symptoms/defining features: ______________________________________________________

Prognosis: _____________________________________________________________________________

(please indicate if condition likely to deteriorate/improve over the next 3 - 5 years, and if so, how will it impact on the student)

Clinical Summary: (please include relevant investigations, reports, interventions - both surgical and non-surgical/rehabilitative):

Special needs with respect to assistive devices, or other:

Is the student on medication? YES/NO

If yes, will this need to be continued while studying, and is it self-administered?

What is the students’ level of dependence in respect of the following aspects:

- Eating
  - Totally dependent
  - Assistance required
  - Supervision
  - Independent

- Dressing
  - Totally dependent
  - Assistance required
  - Supervision
  - Independent

- Washing
  - Totally dependent
  - Assistance required
  - Supervision
  - Independent
- Toileting

- Walking

Have there been any rehabilitation interventions specifically in the past?  
YES/NO

Please provide further details (treatment given, progress made, period of treatment).

Did the student attend a special school and receive rehabilitation while at school?  
YES/NO

If so, which school and what was the nature of the programme?

Name of current physiotherapist/occupational therapist: _____________________________________

Contact details: _____________________________________

Does the student use a wheelchair?  
YES/NO

If yes, is this self-propelled [ ] or does the student require support to use wheelchair [ ]?  
Can the student transfer in/out of the wheelchair independently [ ] or with physical help [ ]?  
Ownership of the wheelchair: bought [ ] renting [ ] on loan [ ] state hospital [ ] other [ ]

Does the student require any other additional mobility assistive devices?  
YES/NO

If yes, please provide additional details:

Is the student using hearing aids?  
YES/NO

If yes, please give a short description of the hearing aids currently being used by the student:

Name of current audiologist: ____________________________________________________________

Contact details: _______________________________________________________________________

Is the student using any other communication devices?  
YES/NO

If yes, please give a short description of the communication devices currently being used by the student:

Name of current speech therapist: ________________________________________________________

Contact details: _______________________________________________________________________

Is the student using glasses or other visual aids? YES/NO
If yes, please give a short description of the visual aids (glasses or other) currently being used by the student:

Name of optometrist/eye specialist: ______________________________________________________
Contact details: ________________________________________________________________________

FINAL DIAGNOSIS AND RECOMMENDATIONS:

(student name) ___________________________________________ is identified as having (diagnosis) ___________________________________________ which is a disability/impairment that is physical/visual/hearing/communication (please delete whichever relevant) in nature, and this disability/impairment is long-term, recurring and substantially limiting. Please indicate here if there is another disability or special learning need .................................................................

His/her application for financial aid for students with disabilities at (name of higher education institution) _________________________________ is supported through the medical history, interventions and information contained in this brief report.

In addition, it is recommended that consideration be given to the provision of required assistive Devices/support (as indicated) _______________________________ within the maximum amounts allowable through the bursary scheme. If this deviates from the norm, then please motivate strongly.

NAME

DATE

SIGNATURE

Stamp: ________________________________
Medical practice/hospital
ANNEXURE B

DEPARTMENT OF HIGHER EDUCATION AND TRAINING
BURSARY FOR STUDENTS WITH DISABILITIES
AGREEMENT IN RESPECT OF ASSISTIVE DEVICES

All students with disability who are granted funding for assistive devices are required to complete this agreement.

The agreement commits the student to full responsibility for the purchasing the approved assistive device and the proper use/safekeeping of the assistive device.

Students must understand that should there be any indications of the misuse of the funds allocated for assistive devices, further action will be taken which may result in the withdrawal of bursary support.

STUDENT DECLARATION

I hereby request that the following assistive devices/support are approved for purchase to ensure full participation in the educational programme at this institution.

In addition, I hereby agree that the purchase of these assistive devices through the financial aid bursary programme have been approved at the costs quoted below:

<table>
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<th>Assistive Devices/support</th>
<th>Quoted Cost (indicate if any discount will be applicable)</th>
<th>Recommended Supplier</th>
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I acknowledge that ____________________________ (name of higher education institution) will undertake to pay the recommended supplier at the quoted or discounted price directly, failing which I commit myself to the following:

- To purchase only those items which have been approved as listed above (not to use the funds for any other equipment not listed above), and to make this purchase at the quoted/discounted price;
To produce all original receipts/invoices as proof of purchase within 30 days of the date of this agreement - to be submitted to the financial aid office/disability support unit;

Should I fail to produce the proof of purchase for any approved assistive device within the first 30 days, I will not be considered for any support for assistive devices in subsequent years of study;

Should I fail to produce the proof of purchase by the 30 September 2010, I accept that the university/university of technology will reduce the value of the bursary by the amount invoiced, and that my student fee account will be adjusted accordingly;

To repay the difference back to my student fee account if an item is purchased at a reduced price to that which was approved;

If the cost of my approved assistive device exceeds R27 951 (for 2013), I undertake to first provide proof that the difference has been paid to the service provider, then the university/university of technology will transfer funds to the service provider (unless otherwise approved by NSFAS and the Financial Aid Office).

SIGNED BY (name of the student) _______________________________ at (place) ______________ this ________ day of 2013

Student signature

Parent/Guardian signature (*)

(*) any student under the age of 21 years must obtain the assistance and signature of his/her parent or legal guardian.

As witnesses:

Name: _______________________________ Signature: _______________________________

Name: _______________________________ Signature: _______________________________

COUNTERSIGNED by (name of the HEI) _______________________________ at (place) ______________

this ________ day of ___________________________ 2013

SIGNATURE

Duly authorise thereto:

Name: _______________________________ Designation: _______________________________

As witnesses:

Name: _______________________________ Signature: _______________________________

Name: _______________________________ Signature: _______________________________