

APPLICATION FOR FUNDING FROM THE JOHN DAVIDSON EDUCATIONAL TRUST (JDET)

2024

SECTION ONE: CHECKLIST

Ensure you have included all the documents in the checklist below

Item Number	Description	Attached Yes	Attached No
1	The completed application form		
2	Your signed Declaration and Consent (Page 13)		
3	Your Letter of Motivation (LOM)		
4	Under-graduate degree transcript		
5	Your CV		
6	FORMAL FEE ESTIMATION FOR YOUR COURSE FROM YOUR INSTITUTION. See section 5.1 (pg7)		

NOTE

In order for your application to be considered, please note that pg 1, and pgs 6 -13 of the application form must be completed, signed and returned to the post-graduate funding office as a HARD COPY to Level 3, Otto Beit building, University Avenue North, Upper Campus, Rondebosch.

JOHN DAVIDSON EDUCATIONAL TRUST APPLICATION FORM 2024

Table of Contents

SECTION ONE: CHECKLIST	1
SECTION TWO: CONTEXTUAL INFORMATION	3
WHAT IS THE JOHN DAVIDSON EDUCATIONAL TRUST (JDET)?	3
WHO ARE THE CURRENT TRUSTEES?	3
HOW ARE DECISIONS MADE ABOUT WHO GETS FUNDING?	4
WHAT ARE SOME OF THE MOST IMPORTANT THINGS I NEED TO KNOW IF I WANT TO APPLY?	4
WHAT DO I NEED TO APPLY, TO BE ELIGIBLE , FOR CONSIDERATION FOR FUNDING FROM THE JDET?	4
HOW LONG IS THE BURSARY FOR?	4
HOW DO I APPLY?.....	5
IS THERE A CHECKLIST OF SUPPORTING DOCUMENTS I MUST PROVIDE?	5
SECTION THREE: PERSONAL INFORMATION	6
SECTION FOUR: PREVIOUS AND CURRENT STUDIES	6
SECTION FIVE: FINANCIAL INFORMATION	7
SUBSECTION 5.1 TOTAL FUNDING YOU NEED TO LIVE AND STUDY FOR A YEAR	7
SUBSECTION 5.2: INFORMATION ABOUT “THE PAYING PERSON”	7
<i>Table 5.2.1: Who is The Paying Person?</i>	7
<i>Table 5.2.2: Income and assets (items of value) of The Paying Person</i>	7
<i>Table 5.2.3 Debts and other liabilities (money they owe) of The Paying Person</i>	8
<i>Table 5.2.4 Sources of income of The Paying Person</i>	9
<i>Table 5.2.5 Expenses of The Paying Person</i>	9
<i>Table 5.4.6. Who else relies on The Paying Person for financial support?</i>	10
SUBSECTION 5.3 INFORMATION ABOUT FUNDING YOU MIGHT HAVE RECEIVED IN THE PAST TO HELP YOU ACHIEVE YOUR STUDY GOALS	10
<i>Table 5.3.1: Previous JDET Funding</i>	10
<i>Table 5.3.2 Other student loans and financial aid received</i>	11
<i>Table 5.3.3. Any other financial information</i>	11
SECTION SIX : LETTER OF MOTIVATION AND CV	12
HOW DO I WRITE A GOOD LETTER OF MOTIVATION (LOM)?.....	12
WHAT MUST I DO WITH MY CV? AND MUST IT HAVE A PHOTO OF ME?.....	12
HOW IS MY PERSONAL INFORMATION USED AND PROTECTED BY THE JDET?	12
SECTION SEVEN: DECLARATION AND CONSENT	13
CONSENT TO USE OF PERSONAL INFORMATION	13

JOHN DAVIDSON EDUCATIONAL TRUST APPLICATION FORM 2024

SECTION TWO: CONTEXTUAL INFORMATION

(You do not need to submit Section Two; only Sections Three – Section Seven)

What is the John Davidson Educational Trust (JDET)?

John Davidson was born in Johannesburg in 1913. He matriculated from St John's College, obtained an MA from Cambridge and later qualified as a Chartered Accountant. His education was interrupted by World War Two and he was a Prisoner of War for nearly four years in Italy and later Germany. John was the General Manager of the family firm, Boksburg Brick and Fireclay Ltd. He hated social injustice and firmly believed that education was vital to enable anyone to have an opportunity in life and to begin to achieve their potential. He helped many young people during his life; subsequent to his death, the John Davidson Educational Trust (JDET) was established to continue his vision.

Who are the current trustees?

The family representative on the JDET holds an MA and a Diploma in Financial Management. She is a rural and community development consultant who has run her own business for over 30 years. Her educational experience spans working and mentoring people from preschool to post-doctoral level. She has been a trustee since JDET started in 1996.

The compliance specialist of JDET is a qualified attorney, notary and conveyancer who worked as a corporate and commercial lawyer in Johannesburg, Luxembourg and London for eleven years. Furthermore, she has work experience in legal, compliance and company secretarial positions in the financial services industry. She is also an experienced trustee of NGOs and trusts. She has served on three other educational trusts.

The educational trustee specialises in how vernacular languages and English, as the language of learning and teaching, intersect with other sociological factors to enable, or constrain, student achievement in traditional 'Western' education environments. She has extensive teaching and curriculum development experience in multilingual and multicultural situations locally and globally. She also has an interest in the impact of digitisation on student achievement. She holds a PhD in Education and Development from the University of Kwazulu-Natal.

The fourth trustee is a senior executive in the private sector. She holds a Chemical Engineering degree from the University of the Witwatersrand and a MBA from Harvard.

JOHN DAVIDSON EDUCATIONAL TRUST APPLICATION FORM 2024

How are decisions made about who gets funding?

There is a system of processes which the trustees follow exactly. They have to obey many finance and other laws as part of the process.

These steps are:

1. Send out the call for JDET funding applications to the universities: University of Cape Town; University of Witwatersrand; University of KwaZulu-Natal and Rhodes University
2. Receive applications from the universities by **5 February 2024: this is the FINAL DEADLINE**
3. Review each single application to check that it is complete and is an area of study the JDET can fund
4. **Only** fees are funded
5. Students are informed **via email / their university** if their application has been successful
6. The JDET does not communicate directly with students. All communication is done through the relevant university's post-graduate funding office
7. Applicants who are successful will have to write a Monitoring Report. This is to ensure the Trustees that the funds are being used as intended.
 - a. Monitoring reports are due in July and December
 - b. **The reports will be submitted to the JDET via the University's post-graduate office.**
 - c. The Monitoring reports must include a printout of your fees for the period 1 Jan 2024 – 30 June 2024 or 01 July 2024 to 15 Dec 2024

What are some of the most important things I need to know if I want to apply?

Here is a list:

1. **There is a deadline which must be met.**
 - a. If you miss the deadline, you cannot apply for funding from the JDET for this year.
2. **Your application must be 100% complete.**
 - a. You have to follow the rules exactly as they are given for each section.
 - b. If information is missing, your application will not be progressed to the next stage.

What do I need to apply, to be eligible, for consideration for funding from the JDET?

There are three criteria that make you eligible to apply. In order of importance, they are:

1. The **type of qualification** you intend to study for (see below)
2. Your **academic ability: your undergraduate degree average must be 60% or above.**
3. Your **financial need**

You can apply if you plan to continue your studies in one of the specialisations listed below:

EITHER

- **Engineering**

OR

- **Accounting**

AND

You **must** be enrolling for a **Post Graduate qualification** in either Engineering OR Accounting:

- Diploma
- Honours
- Masters

How long is the bursary for?

The bursary is for one academic year only. If your application is successful, it **cannot** be rolled over to the following year.

JOHN DAVIDSON EDUCATIONAL TRUST APPLICATION FORM 2024

How do I apply?

1. Contact your university's Post Graduate Financial Aid Department
2. Write an **original Letter of Motivation**. This document gives the Trustees a sense of who you are. (*See below for further information and guidelines.*)
3. Provide an **up-to-date and appropriate Curriculum Vitae (CV)**. There are many online guides as to how to do this.
4. **Complete Sections 2-7** with information that is accurate and truthful.
5. Submit your **HARD COPY** completed form with all documents required to the Post Graduate Funding Office at UCT: Level 3, Otto Beit building, University Avenue North, Upper Campus, Rondebosch by **5 February 2024**.

Is there a Checklist of supporting documents I must provide?

Yes.

- See **Section 1** at the front of this form.
- Send the checklist with all boxes ticked with your application.
- **You must personally sign** where required in the relevant documents.
- Double check that the documents you say you have included **are actually included** with your application form.

END OF SECTION TWO

JOHN DAVIDSON EDUCATIONAL TRUST APPLICATION FORM 2024

SECTION THREE: PERSONAL INFORMATION

- We need to know you who are. Please fill in all the information in the table below.
- Please fill in all 15 columns. If something does not apply to you, please write N/A in the Details column.
- The Trustees require certified copies of some of the documents: **please check the checklist in Section Seven and ensure you attach all documents required**

Info No.	Information Needed	Your answer
1	Your family and/or clan surname(s)	
2	Your good and/or preferred first name	
3	Your other first names	
4	Your preferred pronoun (highlight your choice)	He / Him She / Her They / Theirs
5	Your preferred title (highlight your choice)	Mr / Ms / Mrs / Miss / Rev
6	Your preferred email address	
7	Your back up email address	
8	Your cell phone number	
9	The address where you usually live while attending University	
10	Your family home address if different from (9)	
11	What post graduate degree / certificate / diploma course are you applying for?	
12	Your nationality	
13	If South African, your SA ID number	
14	If not South African, please provide your passport number	
14.1	If not South African, please provide your study permit number	
14.2	Please provide your study permit expiration date	

SECTION FOUR: PREVIOUS AND CURRENT STUDIES

It is helpful for the Trustees to see your study pathway to date. Please fill in the table below with the relevant information. Attach your complete University transcript to date.

Qualification you enrolled for	Name of University or other Higher Education institution	Date you first enrolled	Date you graduated	Any other relevant information

JOHN DAVIDSON EDUCATIONAL TRUST APPLICATION FORM 2024

SECTION FIVE: FINANCIAL INFORMATION

This section is very important to help the Trustees get an overall understanding of your need. They also understand that in South Africa, many people are living with their families. Sometimes the family provides for them and many others too. The Trustees need to understand the true extent of how receiving funding from the JDET is linked or not to overall financial needs in your family. Please fill in each subsection very carefully.

Subsection 5.1 Total funding you need to live and study for a year

Info No.	Need for one year	Total in South African Rands
1	Tuition fees: please attach a quotation from the university. The quote must show the fees for each module of your chosen post graduate qualification.	
2	Living costs (food; transport; data; cell phone; medical; etc)	
3	Accommodation (rent; water; electricity; WiFi)	
4	Textbooks and other learning materials (photocopying; stationery; laboratory materials; copy right fee; etc)	
5	Other: please write details here	

Subsection 5.2: Information about “The Paying Person” (The person paying your living and studying costs even if it is yourself)

*The Trustees need to know as much information about the financial situation of the person paying your fees, other study costs and your living costs. They call this ‘**The Person Paying**’. This person - whether it is you or a family member – has the following financial information that is needed:*

1. **Personal** information
2. **Income:** all the ways The Paying Person gets money
3. **Assets:** all the ways The Paying Person saves or invests money
4. **Liabilities:** all the ways The Paying Person has to spend their money
5. **Dependents:** all the people that The Paying Person also has to spend their money on

Please fill in the following tables.

Table 5.2.1: Who is The Paying Person?

Info No.	Question	Answer
1	Who will pay your tuition fees? (Highlight the correct one)	Myself Parent Guardian Husband Wife Other
2	Who will pay your living costs? (Highlight the correct one)	Myself Parent Guardian Husband Wife Other

Table 5.2.2: Income and assets (items of value) of The Paying Person for each month

The Trustees need to know the overall financial situation of The Paying Person. Especially, they need to know that any debts (see Table 5.2.3 below) are fully paid up.

Info No.	Income and / or Asset Type	Yes No Value in South African Rands	
1	Does The Paying Person own the house?	Yes	No

JOHN DAVIDSON EDUCATIONAL TRUST APPLICATION FORM 2024

Info No.	Income and / or Asset Type	Yes No Value in South African Rands	
	1.1. If yes, what is the value of the house / flat?		
2	Do they own their car?	Yes	No
	2.1 If yes, what is the value of the car?		
3	Do they have any extra money saved in the bank?	Yes	No
	3.1 If yes, how much?		
4	What kinds of electronic devices have they already paid for?		
	4.1 What is the value of the devices?		
5	What is the value of the furniture in the home?		
6	What other assets do they own and what is the approximate value of these assets?		

Table 5.2.3 Debts and other liabilities (money they owe) of The Paying Person for each month

Please give the approximate totals owed.

Info No.	Liability / Debt Type	Yes No Value in South Africa Rands	
1	Do they still owe money to the bank for their house / flat?	Yes	No
	1.1 If yes, how much?		
2	Do they still owe money on their car, or other vehicles?	Yes	No
	2.1. If yes, how much?		
3	Do they owe money to any banks, other financial institutions, or individual people?	Yes	No
	3.1. If yes, how much?		
4	Do they owe money on any electronic devices (devices on contract)?	Yes	No
	4.1 If yes, how much?		
5	Do they owe money on furniture?	Yes	No
	5.1. If yes, how much?		
6	Do they owe money to anyone in any other way?	Yes	No
	6.1. If yes, how much?		

JOHN DAVIDSON EDUCATIONAL TRUST APPLICATION FORM 2024

Table 5.2.4 Sources of income of The Paying Person for each month

Please give the total monthly income of **The Paying Person**, whether from a formal job or work in the informal sector.

Info No	Income type	South African Rand Value per month	
		Yes	No
1	Value of wages or salary earned – before tax - each month by having a job in the formal sector (gross monthly income)		
2	Sum of money earned each month in the informal sector (piece work; casual labour; side hustle)		
3	Value of all government grants received each month (SASSA; child support; disability; pension)		
4	Total value of all private and/or company pensions received		
5	Are there any savings in the bank earning interest? For example: retirement annuities; provident funds; stokvels? If yes, what is the total value of savings?	Yes	No
6	Does The Paying Person own a property? If yes, what is the value of the rental income from that property OR flat OR structure in your yard?	Yes	No
7	Does The Paying Person have any other sources of income? If yes, what is the value of that extra income?	Yes	No

Table 5.2.5 Expenses of The Paying Person for each month

Please give **the monthly costs** for the different expense items below. (If you know there is no money spent monthly on a particular item, just fill in N/A next to the description.)

Info No	Expense type	South African Rand Value per month	
		Yes	No
1	Monthly rent		
2	Monthly municipal rates and water		
3	Monthly spend on electricity and other forms of power and lighting (for example, diesel for generators; candles)		
4	Food for themselves and/or the family		
5	Data and/ or WiFi for themselves and/or the family		
6	Other cell phone costs for themselves and/or the family		
7	Monthly instalment payments on vehicles for themselves and/or the family		
8	Petrol and other transport expenses for themselves and/or the family		
9	Any monthly instalments on furniture and/or appliance purchases	Yes	No
10	Any loan repayments to any bank and/or micro lenders? If yes, how much per month?	Yes	No

JOHN DAVIDSON EDUCATIONAL TRUST APPLICATION FORM 2024

Info No	Expense type	South African Rand Value per month	
		Yes	No
11	Are there any other regular monthly expenses? (for example, a sibling's school fees; child support; burial society; funeral policy; etc) If yes, how much per month?		

Table 5.4.6. Who else relies on The Paying Person for financial support?

To get a full understanding of the financial responsibilities of The Paying Person, the Trustees need to know who all their dependents are. Please fill in the table below. Add extra rows if necessary. **Put your own name first.**

	Dependent Name	Dependent's relationship to you	Dependent's age	Dependent's occupation / job	Dependent's employer(s) if employed
1	JDET Applicant Name (that's your name)	Self / JDET Applicant			
2					
3					
4					
5					

Subsection 5.3 Information about funding you might have received in the past to help you achieve your study goals

Table 5.3.1: Previous JDET Funding

Have you ever received funding from the John Davidson Educational Trust?		If Yes, in which year did you receive it?	If Yes, how much did you receive?	If Yes, did it enable you to complete your studies in the year you received it?	
Yes	No			Yes	No

If you answered 'No' to the last question in Table 5.3.1, please give a short explanation as to why you did not complete your studies.

JOHN DAVIDSON EDUCATIONAL TRUST APPLICATION FORM 2024

Table 5.3.2 Other student loans and financial aid received

Name of funder	Type of funding (loan / scholarship / bursary)	Date funding received	Total amount of funding received	Do / did you have to repay it? (Yes No)		If yes, what are the terms of repayment?
				Yes	No	
				Yes	No	
				Yes	No	
				Yes	No	
				Yes	No	

Table 5.3.3. Any other financial information

Is there any other extra information about your financial situation that you would like to give the Trustees to help them consider your application? Please write a short summary in the box below.

JOHN DAVIDSON EDUCATIONAL TRUST APPLICATION FORM 2024

SECTION SIX : LETTER OF MOTIVATION AND CV

How do I write a good Letter of Motivation (LOM)?

In your LOM, the Trustees want to get a sense of who you are and what your hopes and dreams are for your life pathway. They will especially want to know what you have done until now to achieve your goals. And they will be most interested in your thinking about how you plan to use your post-graduate study to achieve your goals, and what your thoughts are about using your education to help others in our country or to fill a skills gap. For example, if you are studying Electrical Engineering, they might want to know how you imagine making a difference to our current electricity crisis. Or, if you are studying Accounting, they might be interested in your ideas around entrepreneurship and job creation.

Below are some checkpoints for your Letter of Motivation:

1. You must be the **original author** of the Letter of Motivation
 - no copying either from an online source or paper-based source
 - no hiring of other people to write for you
 - **no using of ChatGTP or other AI tools to generate** your Letter's content
 - the tone of your letter needs to be respectful and relatively formal
2. You **must use** proof reading tools (so that there are **no tricky English grammar or spelling mistakes** in your LOM. For example, Grammarly and the MS Word spelling and grammar check are helpful.
3. You must **stick to the 300-word count**: the Trustees receive hundreds of applications.
4. Here are some suggested guidelines for the content of your Letter:
 - Briefly describe what is unique about you that has enabled you to **accomplish** what you have up until this point in your life
 - Explain, with some supporting detail, why you **have chosen** the post-graduate qualification you have
 - Outline how you think receiving the JDET funding could help you **get to the next step** in your study pathway
 - Describe what **your vision** is for your life after studying: the next five years or so
 - In a few short sentences, describe how your individual success **might contribute** to the good of South African society.
 - Give **an overview of your financial situation** that helps the trustees see that your hopes and dreams can only be achieved with the funding from the John Davidson Educational Trust.

What must I do with my CV? And must it have a photo of me?

Add it to your overall application as an attachment, together with your Letter of Motivation. If you use a photo, make sure it is clear and appropriate: no social-media type poses.

How is my personal information used and protected by the JDET?

The JDET and its Trustees are fully compliant with POPIA regulations. All personal information is destroyed once it is no longer needed.

**SEE NEXT PAGE FOR VERY IMPORTANT PAGE FOR YOU TO SIGN:
DECLARATION AND CONSENT**

JOHN DAVIDSON EDUCATIONAL TRUST APPLICATION FORM 2024

SECTION SEVEN: DECLARATION AND CONSENT

This section is very important. You must sign that all the information you have given is, to the best of your knowledge, correct, and that you – and no one else – has filled in this form. **If you do not fill in and submit this Section 7 Declaration (check it on your Checklist), your application will automatically be excluded from consideration.** Please complete and sign as indicated.

I (write your full names in the space provided)

have completed this application to the John Davidson Educational Trust (JDET) myself. The information I have given is, to the best of my knowledge, complete, true and correct.

I understand that if, in the course of the application process, any information is found to have been copied from another source (plagiarised), left out, or found to be incorrect, disciplinary action may be taken against me by the University.

If this happens, my application to the JDET will automatically be disqualified. Also, if after the JDET has decided to give me a bursary, it is found that information is copied, inaccurate, incomplete or missing, the offer of a bursary will be withdrawn. I will not be allowed to apply again.

The approval and allocation of bursaries is at the sole discretion of the Trustees: only they decide who qualifies for funding from the JDET. No appeals or objections will be considered once the Trustees have made their final decision on who the recipients are.

Consent to use of personal information

I hereby consent to the Trustees and the University to which I am applying, or to which I have already been granted admission and accepted to study my chosen qualification, as well as any authorised and relevant third parties acting on their behalf, processing my personal information for all purposes necessary for this application for a JDET bursary. Further, I understand that, and give consent for, my personal information being processed in the administration of the bursary.

I further agree to and give my consent for the University sharing my fee statements and other academic and disciplinary information with the Trustees and their duly appointed agents.

I understand that the Trustees will ensure that my personal information which is collected by the Trustees, or by an authorised third party on their behalf, will be processed in accordance with applicable legislation, including the Promotion of Access to Information Act and the Protection of Personal Information Act as covered in the Trust's privacy manual. A copy of the Trust's privacy manual is available on request to the Information Officer of the Trust. The Officer's details are as follows:

Information Officer Name
Physical address

Mr Simon Rory Pennefather
Hay and Scott Attorneys

Your signature as the Applicant
(Cannot be digital signature)

.....

Your name (printed)

.....

Date

.....