



INTERNAL BURSARY CIRCULAR

TO : ALL DDG's
CHIEF DIRECTORS
DIRECTORS
ALL STAFF MEMBERS

**SUBJECT : CIRCULAR ON THE ADVERTISEMENT OF INTERNAL
BURSARY SCHEME FOR SERVING EMPLOYEES FOR
2025 ACADEMIC YEAR.**

HRD CIRCULAR NUMBER 1 OF 2024

The Department would like to invite all employees who are interested in pursuing their studies to apply for financial assistance through the bursary programme for **PART TIME** studies for **2025 academic year**. *Employees who are eligible to apply for bursary are those who are not on probation.*

All successful applicants will have to enter into an agreement with the Department of Cooperative Governance & Traditional Affairs. All required documents or attachments must be certified when submitted.

THE PREFERENCE WILL BE GIVEN UNDER THE FOLLOWING FIELD OF STUDIES:

- Degree / Diploma - Disaster Management
- Degree / Diploma-Project Management
- Degree/Diploma Finance Management related Field
- Degree/Diploma in Public Administration/Management
- Degree / Diploma in Municipal Performance Management
- Degree in Social Science

SUBJECT : CIRCULAR ON THE ADVERTISEMENT OF INTERNAL BURSARY SCHEME FOR SERVING EMPLOYEES FOR 2025 ACADEMIC YEAR.

- Degree /Diploma in Monitoring & Evaluation
- Policy Development and Research
- Post Graduate Qualifications in Developmental Studies
- Post Graduate qualification in the following fields:
 1. Valuations.
 2. Land Survey.
 3. Town Planning and
 4. Geographic Information System (GIS)

NB: Bursary will cover Tuition Fees (100%) and Prescribed Books.

All successful applicants will have to enter into an agreement with the Department of Cooperative Governance & Traditional Affairs. All required documents or attachments must be certified when submitted.

Application forms will be available on Departmental website: www.eccogta.gov.za and be submitted through an email to nyameka.mzimane@eccogta.gov.za or hand deliver to the Bursary Office in Bhisho.

The following documents are required to be submitted with the application:

- 1. Certified ID Copy.**
- 2. Signed Application Form.**
- 3. Proof of registration/provisional acceptance letter from the Institution of Higher Learning.**
- 4. Matric / Grade 12 Certificate (Certified Copy)**
- 5. Quotation of the course you are applying for and**
- 6. Certified Copy of your Junior Degree (For Post Graduate Qualification that you are applying for)**

NB: Non submission of the aforementioned documents will lead to disqualification of your application.

**SUBJECT : CIRCULAR ON THE ADVERTISEMENT OF INTERNAL
BURSARY SCHEME FOR SERVING EMPLOYEES FOR
2025 ACADEMIC YEAR.**

**All enquiries should be directed to Ms. N. Morley at 040 – 940 7108 or 0609775580 and
Ms. N. Mzimane at 040 – 9407429.**

Closing date for the submission of application forms is 13 December 2024 at 16H00.

pp  _____

Mr. V. MLOKOTHI

ACTING HEAD OF DEPARTMENT

DEPARTMENT OF COOPERATIVE GOVERNANCE & TRADITIONAL AFFAIRS

DATE: 21/11/2024