

2023 UNISA PG DIPLOMA & HONOURS BURSARY GUIDELINES, TERMS AND CONDITIONS

N.B: Only online applications submitted via myUnisa link will be considered. No hard copy or e-mail applications will be considered.

N.B: Students need to be temporarily registered for registration to be activated once application is successful.

Who can apply?

- Only South African (citizens) UNISA NQF level 7 undergraduates' alumni who have completed their degree/ advance diploma (by 31 January 2023) and attained an average of 60% on their entire undergraduate qualification are eligible to apply.
- South African PG Diploma/ Honours students in their second year of study who have passed at least three postgraduate modules in the same Postgraduate qualification.

Who can NOT apply?

- UNISA permanent staff members.
- Graduate School of Business Leadership students registered for:
 - Postgraduate Diploma in Business Management
 - Postgraduate Diploma in Project Management
- Students registered for special study programmes, including certificates (PGCE) and non-degree purpose programmes are not eligible for this bursary.
- Students who already hold a postgraduate degree at the same or a higher NQF level to the qualification registered are not eligible for this bursary.

What does the bursary fund?

- The bursary covers tuition fees only
- The award funds students for the first TWO consecutive years of study
- The bursary does NOT cover failed/ repeating modules
- The bursary does NOT cover historic debt.
- Note that awarding will be provided from the highest to the lowest performing student subject to the availability of funds, as per average calculation on the entire undergraduate qualification/ 3 honours modules.

Outcome is communicated to student's mylife email account:

- Unsuccessful students who paid for their own registration should deregister before cancellation closing date (through their colleges/ myUnisa) if they cannot find alternative funding.
- Postgraduate diploma and honours students may submit an appeal between 1 April – 7 April.
 - Appeals should be submitted as a formal email to CGS-pgb@unisa.ac.za with information/ evidence proving that the rejection reason(s) provided contradicts student's status quo.
- Students who can NOT appeal
 - Students who have been fully funded for the full bursary period
 - Students who are unsuccessful due to insufficient funds
 - Students who have adequate external/ alternative funding (double dipping)



- Students who were rejected by the college vetting process due to unsatisfactory academic performance
- Students who are NOT eligible for the bursary as per bursary guidelines, terms, and conditions

What should awarded students do?

- Send the signed bursary contract as per email instructions before closing date thereof.
- Submit their banking details through the provided link as per email instructions from the award section.
 - Student can NOT use a third-party bank account (bank account should be the student's account) to receive refund/allowance.
- Submit complete refund forms along with all required supporting documents as per email instructions from the award section at DSF-POSTGRD@unisa.ac.za
 - The period of processing the claim will take 15-21 working days after receiving the refund documents.
 - Supporting documents to be attached:
 - certified ID copy not older than six months
 - Proof of payment (to UNISA)

Please note:

- Applications MUST be SUBMITTED ONLINE VIA MYUNISA, no late, incomplete, email or hand delivered applications will be accepted/ considered.
- Unisa gives no guarantee that the bursary will be awarded to all eligible students, as the bursary is subject to the availability of funds.
- Prioritisation will be given to outstanding students with a higher average of their **entire** Unisa undergraduate (NQF level 7) qualification.
- If you have been a beneficiary for the full bursary years student will NOT be funded for an additional year whatsoever
- If a student:
 - fails to comply with any of the conditions of the award, and/or
 - terminates their studies, their Unisa postgraduate bursary will be cancelled, and the current year's Unisa postgraduate bursary amount awarded will be charged to the student's account, which will be handed over to the Unisa legal and finance department to effect the collection process.
- Awards are dependent on available funding.
- Re-application for a second year of funding is required for the second year of study.
- Student who wishes to cancel their registration/ modules will have deregister before cancellation closing date (through their colleges/ myUnisa) and once cancellation is confirmed, communicate an award withdrawal to DSF PGB Award Section at DSF-POSTGRD@unisa.ac.za
 - Note that Division of Student Funding DOES NOT administer deregistration/ module cancellations.
 - It is the student's responsibility to ensure that they cancel before cancellation closing date and note that student may forfeit any amounts paid by the student and or may remain liable to pay the full outstanding fees.
 - For PG Diploma/ Honours cancellations, visit:
 - [Unisa's cancellation dates](#)
- If you need assistance in applying for a bursary, please [contact](#) the DSF PGB Application section at cgs-pgb@unisa.ac.za
- Application outcomes will only be communicated to students via their **myLife email account**.



- If you need assistance relating to the processing of bursary refunds/allowances, payment of funds for an awarded bursary, please [contact](#) the DSF PGB Application section at DSF-POSTGRD@unisa.ac.za

