



DEPARTMENT OF EDUCATION

Ref:3/8/5/2 Enq: Bopape LM Date: Wednesday, 17 April 2024 Tel: 015 – 290 7928 / 082 8182833

To : All Employees (Office based Educators and Administrators)

Re : Advertisement of funding for part – time study bursaries for Masters and PhD for middle and senior managers for 2024 - 2026

Departmental Circular Number 79 of 2024

1. The above matter refers.
2. Applications are invited from Middle and Senior Managers at Head office, Districts, Circuits and Schools in the Province to pursue on a part – time basis Masters and Doctoral studies in areas that will unravel critical research areas for the Department.
3. Applicants should have already registered with a credible and registered institution of higher learning in South African.
4. Financial assistance in this regard is aimed at addressing critical research areas that will help the Department dela with Education, governance and administrative challenges the system is struggling with and such should be identified through the Performance Management and Development System (Individual Development Plans). Qualifying applicants are expected to do the following: -
 - 4.1 Correctly and neatly complete the marked application forms for this category.
 - 4.2 Submit applications forms accompanied by a brief resume, and signed motivation letter by supervisors confirming your role.

- 4.3 The possible research topic to be covered should be included in the application.
5. Please note that due to limited funds, some selected applicants will be considered in the 2025 and 2026 academic years hence applicants should indicate they year they will be studying for selection Committees to prioritise.
6. All correctly completed application forms must be submitted with the required documents to the respective district offices on or before 31st of May 2024. Late submissions and incomplete applications will be disqualified.
7. All enquiries in this regard should be directed to HRD & PMDS Officials at District and Provincial Office level.



Mr. Mashaba K.M
Acting Head of Department

17/04/2024
Date



DEPARTMENT OF
EDUCATION

Application for funding for middle and senior managers including office Based Educators registered with Institutions of Higher Learning for Masters and PhD studies relevant to their jobs for the 2024 – 2026 academic years.

Please note the following:

- Each District and Branch is given 10 Slots per academic year for middle and senior Managers in their spaces to benefit from the financial assistance.
- The research areas should be those that will benefit the Department if not in the applicant area of work. Applicants should not have benefited in the previous academic year.
- All sections of the form should be completed clearly, neatly, and honestly in the applicant's handwriting. Incomplete application forms will be disqualified.
- Completed application forms must be submitted to the respective District Office accompanied by a Certified Copies of ID, Matric Certificate, Highest Qualification, Proof of registration, Research areas, self-motivation on why they should be considered for financial assistance and Supervisor support letter on or before the **31st of May 2024**. Not all who applied for a bursary will be granted.
- NB: Late applications will not be considered.

Application Forms should be submitted at the following stations

Workstation	Physical Address	Contact Details
Provincial Office	113 Biccard Street, Polokwane	Ms. J. Matshimbe (081 419 4495) Mr. B.M Ntabane (060 890 6633)
Vhembe East	Old Parliament next to Khoroni, Thohoyandou	Mr. A.G Mungadi (069 511 7928)
Vhembe West	Makwarela Gov Building, SIBASA	Ms. T.F Madondo (082 091 4407)
Mopani East	Old Parliament Building, Giyani	Ms. J.P Baloyi (064 616 1867) Mr. N.F Nkuna (082 786 4443)
Mopani West	27 Peace Street, Tzaneen	Mr. B.P Ndlovu (069 479 4113)
Capricorn North	105 Blaauberg Street, Polokwane	Mr. P.L Radebe (060 542 1556)
Capricorn South	Lebowakgomo Government Building	Mr. M.E Mashiane (082 558 7902)
Sekhukhune East	83 Aloe Ridge West, Burgersfort	Mr. K.J Mphethi (082 776 6067)
Sekhukhune South	Lebowakgomo Government Building	Ms. J.G Adams (064 934 8100)
Mogalakwena	Mokopane EMPC, Mahwelereng	Ms. H.M Macheke (076 791 3759)
Waterberg	100 Nelson Mandela Drive, Modimolle	Ms. K.M Maitisa (082 899 0165)

S. M. M.

1. PERSONAL INFORMATION AND CONTACT DETAILS

Title : _____
Full Names & Surname : _____
Race : _____
Gender : _____
SA Identity Number : _____
Age in years : _____
Personal Number : _____
Disability Status : _____
Current Work Address : _____
Local Municipality : _____
Ward No : _____
Mobile / Cellular Number : _____
Email address : _____ @ _____
Next of Kin & Contact No. : _____

WORKSTATION DETAILS

Name of Branch / District : _____
Name Sub – Branch/Circuit : _____
Name of Directorate /School : _____
Area of specialisation : _____
Degree Registered to do : _____
Research Area : _____
Institution registered at : _____
Year of Study : _____
Estimated Cost of study : _____

Statement of commitment to complete the Programme

I _____ commit to participate in the programme, attend all classes (face – to – face & virtual) until the end. I also agree that should I cause the department to incur fruitless and wasteful expenditure, I will take full responsibility as a beneficiary to pay back what would have been spent on my education, training & development.

Signature

Date

Approval of the Form by Ms S Malima: Director: HRD & PMDS Signature: S Malima