

KOVACS STUDENT HOUSING APPLICATION FORM

PLEASE READ THE INSTRUCTIONS CAREFULLY IN ORDER TO COMPLETE THE APPLICATION FORM CORRECTLY

PAYMENT PLAN

Non South African students who are not on a full bursary will be expected to pay the full residence fee upfront. For South African students, residence fees are due in two equal parts, the 1st before occupation and the 2nd before 30 April 2014. The prescribed fees must be paid before the student will be allowed to move into the room. You are advised to allow at least 7 days for guaranteed cheque payments to clear. Students who pay the full annual fee upfront will be given priority.

BURSARY HOLDERS

If you are a bursary student, we require a letter from the bursar confirming the full Rand value of the bursary awarded to you, the date of disbursement and if payment will be made directly to Kovacs or via your student account. Kindly provide us with a letter to this effect, a standard template is available in the document section on our website. The bursary guarantee letter could also be requested from our office. For bursary students whose payments are effected via their student account, approval will only be granted if there are no outstanding fees due to UWC. If you are receiving a bursary where there is a shortfall for the accommodation allocation, the shortfall must be paid upfront.

NFSAS bursary holders should note that NSFAS only covers the residence fees up to a limit of R15 000 per year. Students are liable for the shortfall before taking up accommodation.

NON BURSARY HOLDERS (FOR SOUTH AFRICAN APPLICANTS ONLY):

South African applicants must provide credit reference. Credit references are necessary to inform us of the credit record of the person responsible for paying your account. We require two references of accounts held by the payer, confirming their credit worthiness to pay their bills on time and in full. The accounts would typically be held at a clothing, appliance, furniture or general store. It may include any account where the payer received credit and was able to pay instalments. Proof of income is mandatory.

NON SOUTH AFRICAN APPLICANTS

Non South African students must ensure payments are made timeously to reflect proof of payment.

Non-South African students are advised to apply for their visa well in advance to avoid disappointment. Students without the necessary visa entry and valid passports will not be accepted at the residences, even if accepted into a UWC programme.

DOCUMENTS REQUIRED

Please note that the following documents will be required for your application to be fully processed.

Bursary students:

- Confirmation of bursary letter
- Proof of zero or credit balance in UWC student account

Non bursary students:

- 3 months bank statements
- Proof of income
- 2 statements of accounts held e.g. Woolworths
- Letter from previous landlord (if applicable)

Non South African students:

- Visa
- Medical insurance (once registered)

PERSONAL INFORMATION

TITLE:

NAME:

SURNAME:

ARE YOU A SOUTH AFRICAN CITIZEN? YES NO

ID NO./PASSPORT NO.:

MARITAL STATUS: MARRIED SINGLE

GENDER: MALE FEMALE

DISABILITIES: YES NO

IF DISABLED PLEASE PROVIDE DETAILS OF YOUR DISABILITY:

ROOM PREFERENCE:

Single room with semi-private bathroom	<input type="checkbox"/>
Double room with semi private bathroom	<input type="checkbox"/>
Single room with communal bathroom	<input type="checkbox"/>
Room for disabled students	<input type="checkbox"/>
Corner Room	<input type="checkbox"/>

WHICH YEAR ARE YOU APPLYING FOR:

WHICH SEMESTER ARE YOU APPLYING FOR:

FIRST SEMESTER SECOND SEMESTER WHOLE YEAR

EXPECTED ARRIVAL DATE AT KOVACS RESIDENCE:

HOME ADDRESS (Street name and number/Unit/Complex)

PROVINCE:

CITY:

CURRENT RESIDENTIAL ADDRESS (Street name and number/Unit/Complex) if differs from above

PROVINCE:

CITY:

Please tick which address will be used for legal purposes on the lease agreement:

HOME ADDRESS CURRENT ADDRESS

If the legal address is different from the above please complete address details below:

PROVINCE:

CITY:

CONTACT DETAILS:

APPLICANT LANDLINE:

APPLICANT MOBILE:

APPLICANT FAX NO:

APPLICANT EMAIL:

PARENT OR GUARDIAN LANDLINE:

PARENT OR GUARDIAN MOBILE:

PARENT OR GUARDIAN EMAIL:

HAVE YOU PREVIOUSLY RESIDED AT KOVACS?	Yes		No	
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DO YOU HAVE MEDICAL AID?	Yes		No	
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NAME OF MEDICAL AID:	MEDICAL AID NO.:
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MAIN MEMBER NAME & SURNAME:

ANY IMPORTANT INFO RE: ILLNESSES OR ALLERGIES. IF NONE, PLEASE INDICATE:

ACADEMIC DETAILS:

Highest qualification obtained:

UWC student no, if previously registered:

UWC programme you are registering for in 2014:

What year of study are you registering for in 2014?				
1st		2 nd		3 rd
4 th		Honours		Masters
PhD		Post PhD		UWC Staff

Duration of the remainder of your programme:

If you are a postgraduate student, what is the start and end date of your programme for 2013:

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What is the current status of application for study at UWC?

Provisional Acceptance		Final Acceptance		Acceptance Pending	
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Have you applied at UWC residence for 2014?	Yes		No	
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Have you applied to study elsewhere in 2014?	Yes		No	
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FEES MANAGEMENT

Who is responsible for the payment of your residence fees? Please choose only **one** option, either A, B or C

A: Parent/Student		B: Bursary covers res fees in full		C: Part Bursary/Part Parent/Student	
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If partly paid by bursary, is it a NSFAS Bursary?	Yes		No	
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CONTACT DETAILS OF PERSON/ORGANISATION RESPONSIBLE FOR PAYMENT:

Title		Initial		Surname	
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In the case of sponsorship, please supply the name of your Bursar:	
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LANDLINE:	
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MOBILE:	
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FAX NO:	
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EMAIL:	
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CREDIT REFERENCE:

How much of the Residence fees will you be paying before occupation? (Foreign students pay 100% upfront)			
50%		100%	

If you are studying at UWC already, where are you currently residing?					
UWC RES		PRIVATE		FAMILY	

If you resided in private accommodation in 2013:

What rental amount did you pay per month?	R
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Kindly provide a reference letter from previous landlord confirming good conduct and timeous payments

Letter Provided	
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Are you currently employed?	Yes		No	
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Occupation / Work	
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If a scholar, please state your Parent's occupation

Mother
Father
Guardian

Name two companies where you have credit arrangements eg. Woolworths. If scholar, please provide parent's account information

Name of company 1	Acc No.
Name of company 2	Acc No.

Please provide 3 months bank statements, if scholars please provide parents' bank statement

Please provide proof of income

BURSARY FEE MANAGEMENT

What is the value of your bursary for 2014?	
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How much of the total value of your bursary is allocated for accommodation:	
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Have you included a confirmation of bursary letter from your bursar?
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What is the status of your bursary?	Approved		Awaiting Approval	
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What is the payment date on which the bursar will pay your residence fees?	
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Will the bursar pay KOVACS Residence directly or via your UWC student account?	
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INSTRUCTIONS FOR SUBMISSION

You may email, fax or deliver the application form and all supporting documents requested.
Please number all pages and remember to insert your name and surname on all supporting documentation.

KOVACS UWC STUDENT VILLAGE APPLICATIONS CENTRE

OFFICE ADDRESS

Residence Way
University of the Western Cape
Robert Sobukwe Road
Bellville
7535

POATSAL ADDRESS

Private Bag X7
Bellville
7530

Tel: +27 (0)21 959 9500

Fax: +27 (0)21 959 9501

Email: kovacs@uwc.ac.za

website: www.kovacsuwc.co.za

DOCUMENTS TO SUBMIT

Bursary Students -	Confirmation of bursary letter Proof of zero or credit balance in UWC student account
Non Bursary Students -	3 months bank statement Proof of income 2 Statements of accounts held e.g., Woolworths Letter from previous landlord (if applicable)
Foreign Students -	Visa Medical Insurance

The account holder as per credit information furnished hereby gives Kovacs UWC Student village to do a credit worthiness evaluation.

I confirm that all information furnished is complete and accurate.

Application date

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Enter as DD/MM/YY

Please print your name

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Applicant signature

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