

**UNIVERSITY OF CAPE TOWN  
FACULTY OF HUMANITIES  
ENGLISH LANGUAGE CENTRE**

**Financial Aid Policy for DOH1020CE: Certificate in Teaching English as a Foreign Language**

**1. Statement of Principles**

- 1.1. The DOH1020CE Financial Aid Programme is intended to promote transformation in the South African English as a Foreign Language industry by giving opportunities to students and graduates from historically disadvantaged race categories who show an interest in and aptitude for the professional practice of teaching English as a Foreign Language.
- 1.2. The programme will be directed at students and graduates in financial need, who would not otherwise be able to afford the cost of the course.
- 1.3. The eligibility and selection criteria are intended to ensure Financial Aid is granted to those students most likely to enter and be successful in careers in the professional practice of teaching English as a Foreign Language.

**2. Availability of Financial Aid**

- 2.1. Financial Aid bursaries are made available for up to two applicants per DOH1020CE course for UCT graduates or current UCT students who are or have previously been in receipt of NSFAS or GAP funding.
- 2.2. Financial Aid bursaries are funded and administered by the English Language Centre (ELC). As DOH1020CE is a non-credit bearing Professional Development course, NSFAS-administered funding is not available, and fees are not deducted from UCT student accounts.
- 2.3. The value of bursaries and the Expected Family Contribution (EFC) is determined by the applicant's gross family income at the time of their studies as determined by the National Means Test, and according to information held by the UCT Financial Aid Office. See annexure A for EFC bands.
- 2.4. Financial Aid applies to course fees only and is not available for the cost of accommodation and living expenses during the course.

**3. Application and Selection Process**

- 3.1. Candidates must complete the DOH1020CE Financial Aid application form, available from the ELC website. Applications must be received no less than ten weeks before the course start date.
- 3.2. Applicants who meet the eligibility criteria are placed in a pool and considered by a selection committee. The selection committee is chaired by the ELC Principal.
- 3.3. The selection committee produces a report on its consideration of each eligible applicant and makes a recommendation as to which applicants are to be awarded financial aid.
- 3.4. The selection committee report is presented to the Dean of the Faculty of Humanities for final approval.
- 3.5. The chair of the selection committee will communicate the Dean's final decision to all eligible applicants not less than four weeks before the course start date.

**4. Eligibility for Financial Aid and Criteria for Selection**

- 4.1. To be eligible for Financial Aid an applicant must:
  - i) be a South African national;
  - ii) be from a historically disadvantaged race category;
  - iii) be a graduate or current student of the University of Cape Town;
  - iv) be in receipt of NSFAS or GAP funding, or have been so at the time of their studies;

- v) have a minimum grade average of 65%.
- 4.2. When selecting successful candidates from a pool of eligible applicants, the selection committee will assess the following criteria:
- i) Priority will be given to students or graduates of the following departments and sections: Drama, English Language and Literature, School of Language and Literatures, Linguistics, School of Education.
  - ii) The applicant's written motivation for applying for the course
  - iii) The applicant's overall grade average<sup>1</sup>
  - iv) The applicant's level of financial need
- 4.3. The selection committee reserves the right to call applicants for an interview to further determine applicants' interest in and aptitude for the professional practice of teaching English as a Foreign Language. In this case, the interviews will have a bearing on selection.
- 5. Administration of Bursaries**
- 5.1. The value of the bursary is deducted from the selected candidates' fees invoice.
- 5.2. All other terms and conditions apply, as per the UCT English Language Centre terms and Conditions of Sale, available at <https://uctlanguagecentre.com/terms-conditions/>

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<sup>1</sup> Although grade average will be taken into account in the selection process, it is not the case that the eligible applicant with the highest GPA will automatically be selected for financial aid.

**Annexure A: Course Fees Bursary Assistance**

<b>Gross Income Band</b>	<b>Percentage bursary towards total course fees costs</b>	<b>Percentage Expected Family Contribution</b>
< R 230 000	90%	10%
R 230 001 - R 329 999	80%	20%
R 330 000 - R 429 999	70%	30%
R 430 000 - R 529 999	60%	40%
R 530 000 - R 600 000	50%	50%