

Student Governance and Leadership Development
Institutional Student Representative Council (ISRC)

TUT Institutional Student Representative Council (ISRC) - SRC Trust Fund Guidelines

As the Institutional Student Representative Council (ISRC) of the Tshwane University of Technology (TUT), we are dedicated to ensuring that the SRC Trust Fund full fills its primary purpose: to provide financial support for education, particularly to marginalized groups, including youth and students in need. It is essential to establish clear and fair guidelines to ensure that the funds are distributed effectively and reach those who need them most.

Guidelines for SRC Trust Fund Eligibility:

1. Utilisation of the Fund

Eligible for funding (Partially funding)

- The funding is restricted to returning students who are applying for the fund to the maximum of 3 years.
- Returning students who were previously registered with the university and have outstanding debt that prevents them from registering for the current year may apply for this funding to the maximum of R4000, but need to follow the University Policy to make the necessary arrangement for the historic debt, and lift the registration block.
- Students must not have a gap year of more than one year.
- The fund is exclusively available to South African citizens.
- Students must demonstrate the potential to succeed, requiring a 50% pass rate based on the number of subjects registered in the previous year.

2. Financial Need

- **Proof of Financial Need** – Applicants must provide official documentation to demonstrate their financial need, such as household income statements, SARS ITA34 forms, or SASSA proof. This requirement ensures that the funding is allocated to individuals facing genuine financial hardship. Suppose students are unable to submit proof of income, such as ITA34 forms or SASSA proof. In that

case, they must submit a **detailed motivation explaining** how they are managing to survive, along with an affidavit supported by certified copies of their parents' IDs.

- If one parent is deceased, you must attach a death certificate.
- When both parents are deceased, the guardian's information must be submitted along with the parents' death certificates.
- **Priority for Marginalised Groups** – Students from low-income households, or disadvantaged backgrounds will be prioritized for funding.
- A minimum of R1500 and a maximum of R4000 will be allocated after committee recommendation.
- A minimum allocation will be restricted to the university's minimum registration fee.
- Double dipping is not permitted.
- If a student receives full funding for the same academic period during the year, the paid amount will be refunded to the Trust Fund. Please note that this amount is intended to assist with registration for the current academic year. There will be no refund to the student.
- Applicants are encouraged to explore additional funding opportunities beyond this initiative.
- Funding is not guaranteed, it's depends on the availability of funds.

3. Enrolment Status

Full-Time Students Only – The fund will only be available to students who intend to register as full-time students at TUT.

Students who are enrolled part-time or in short courses are not eligible for funding.

4. Application Process

- Students must send the application form and supporting documents to the designated email address.
- There will be a discretionary funds handled by student leaders.
- Students assisted through this must follow the **same process of applying** and submitting necessary document.

5. Deadlines

All applications must be submitted within the given timeframe communicated by the ISRC. Late applications will not be considered in any circumstance.

6. Selection Committee Composition

- Advancement and Partnership Office Representative

- Financial Aid Representative
- SAED Representative
- ISRC Representative

7. Review Process & Committee Composition

A review committee made up of ISRC members and relevant university staff will evaluate all applications to ensure they comply with established guidelines and to ensure fairness in the distribution of funds.

8. Exclusions

The following students will not be eligible for the SRC Trust Fund:

- Students with outstanding fees of R250,000 or more.
- Students enrolled in Higher Certificate courses.
- Part-time students or those enrolled in short courses.

By adhering to these guidelines, the ISRC will ensure that the SRC Trust Fund is allocated in a fair and effective manner, directly benefiting students who meet the eligibility criteria and are most in need of financial support.