



THE MAIZE TRUST

Reg no. IT8214/98

Masters by Dissertation and Doctoral study Bursary Application and Re-application Form 2019

Applications open from: 01 September 2018 – 31 September 2018

APPLICATIONS TO BE SUBMITTED ANNUALLY

For office use only:			
University:			
Qualification applied for:	<input type="checkbox"/> Masters by Dissertation	<input type="checkbox"/> Doctorate	
Registration status:	<input type="checkbox"/> Successful	<input type="checkbox"/> Unsuccessful	
Date Received:			
Comment: (if not successful, state why)			
Signed:		Date:	DD/MM/YY

PLEASE NOTE (signing of the application form also indicates that you agree and understand the information below):

- If application is successful, initial payment will be made in January 2019.
- Subsequent payments are dependent on the acceptance of the bursary holder's and supervisor's quarterly progress report by The Maize Trust.
- This application form is only relevant to Masters' by Dissertation and Doctoral research.
- Kindly ensure that all supporting documents are included:
 - **ALL** bursary holders:
 - a. Individual progress reports (section G) on progress made every quarter.
 - b. Supervisor progress report (section E) on student progress made every quarter.
 - New** applicants:
 - c. Completed application form
 - d. Certified copy of ID/Passport
 - e. Curriculum Vitae
 - f. Latest Academic transcript/record on official letterhead
 - g. Completed proposal draft/ proposed research details (Section B)
 - h. Proof of registration and fee statement
 - i. Supervisor's report (Section D)
- Late/incomplete applications will not be considered. No bursaries will be awarded without an approved application.
- Application for a bursary does not obligate The Maize Trust to award a student a bursary.
- Applicants will be notified should they be the recipients of a bursary.
- Please **CLEARLY** mark **ALL** correspondence with The Maize Trust as "**MT Bursary**"
- All bursary applications to be submitted electronically to laura@llagric.co.za or via post:

P.O. Box 74626
Lynnwood Ridge
Pretoria, 0040

SECTION A: PERSONAL PARTICULARS

Title:	Mr	Mrs	Miss	Ms	Dr	Rev.	Other (please specify):
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Full name:		Date of Birth:	DD/MM/YY
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Gender:		Race:		Citizenship:	
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Permanent Physical Address:	Postal Address:
Postal Code:	Postal Code:

Home Tel:		Cell:	
Fax:		Email¹:	

Banking Details:	
Account holder:	
Name of Bank:	
Branch Name:	
Branch Code:	
Account Number:	
City/Town:	

Colour photograph

① **New applicants**, please kindly attach a copy of:

A certified Identification document,
Curriculum vitae,
Latest academic transcript,
Proposal draft, and
Proof of registration and fee statement.

¹ All correspondence will primarily be made via the bursary holder's email account.

Please initial each page of this document to indicate that all pages have been read and understood.

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SECTION B: PROPOSED RESEARCH DETAILS

Please provide your dissertation/thesis title and a brief outline of the proposed research.

Title:
Brief Outline:

¹ All correspondence will primarily be made via the bursary holder's email account.

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SECTION C: PROPOSED RESEARCH BUDGET

It is not compulsory to complete the following table for the amount required for your tuition fees. However, The Maize Trust would like to encourage you to utilise this resource for your budgeting purposes over the length of your studies.

The **maximum** budget awarded to students per qualification is:

- R91 000,00 per annum for **two years** in respect of **MSc** students, and
- R112 000,00 per annum for **three years** in respect of **PhD** students.

These sum amounts are paid in installments every **quarter** (3 months) after the bursary holder's progress report has been subject to consideration and accepted by The Maize Trust. **Progress reports** are to be **submitted every quarter**. The bursary holder will receive acknowledgement on receipt of the report and hence be informed within 8 weeks whether their progress report has been approved. Subsequently, a bursary holder's supervisor will also be responsible for the submission of a quarterly report pertaining to the quality and progress of their qualification. The onus rests with the bursary holder to ensure that all necessary supporting documents are submitted quarterly.

Enquiries regarding payment of these installments should be directed to: laura@llagric.co.za

The items within the proposed budget template are not exhaustive and will have to be determined by the type, scope and stage of research being conducted. Supervisors are also not eligible for any compensation in any form from the bursary fund.

Year	Item	Cost		
		Nr. of chapters	Cost per chapter	Total
2019	Tuition			
	Research Activities:			
	Copying			
	Printing			
	Language Editing			
	Technical Editing			
	Translation			
	Transcribing			
	Equipment needed			
	Binding			
	Books			

¹ All correspondence will primarily be made via the bursary holder's email account.

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SECTION D: SUPERVISOR REPORT

(To be completed and signed by the supervisor and handed in with the application form)

Title:	Mr	Mrs	Miss	Ms	Dr	Rev.	Other (please specify):
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Supervisor's full name:			
Supervisor Contact Details:	Cell:		Email:
Co-supervisor full name:			
Co-supervisor Contact Details:	Cell:		Email:

PLEASE NOTE: Supervisor comments need only focus on the candidate's academic performance as well as any academic research strengths and weaknesses.

Please briefly assess and report on the student's progress **as** (indicate with an X):

<input type="checkbox"/>	Supervisor	<input type="checkbox"/>	Co-supervisor
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- a) Provide a statement based on the quality of work submitted by the student thus far.

- b) Discuss the student's capacity to deal with methodological issues.

- c) Please provide an estimated completion date of the qualification. Is there any likelihood that the student will be able to complete the research within this prescribed period?

¹ All correspondence will primarily be made via the bursary holder's email account.

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d) In view of your assessment, do you recommend the student's application for a bursary for the 2019 academic year?

YES

NO

Final awarding of the bursary will be considered by The Maize Trust.

SUPERVISOR SIGNATURE: _____

Date: DD/MM/YY

¹ All correspondence will primarily be made via the bursary holder's email account.

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SECTION E: SUPERVISOR PROGRESS REPORT

(To be completed and signed by the supervisor and handed in to The Maize Trust at the beginning of **March, June, September and December**)

Please kindly answer the following questions pertaining to the progress of your student on an official university letterhead.

Student name: _____

Date: DD/MM/YY

1. Is the student progressing satisfactorily and, in your opinion, is he/she in control of their studies?
2. Are you satisfied that the student should be able to complete his/her degree in the designated time?
3. Do you believe the student is using The Maize Trust bursary money properly for purposes of studies/research?
4. Are you, as mentor, pleased with the progress of the student?
5. Is the data collection required for the study finalised by the student?
6. Has the student commenced with the capturing of data for purposes of his/her dissertation/thesis?
7. Has the student produced and presented any posters, lectures or papers related to his/her studies?
8. Does the student, in your opinion, demonstrate the ability to become a good researcher?
9. Did the student give any indication whether he/she would be interested in further studies?
10. Has the student been networking with international peers or other researchers?
11. On a scale of 1 to 10 (1 – poor and 10 – good), how would you rate the student's quality of work thus far? (Please circle the correct option)

1 2 3 4 5 6 7 8 9 10

SUPERVISOR SIGNATURE: _____

Senior Lecturer: Department of _____

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¹ All correspondence will primarily be made via the bursary holder's email account.

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SECTION F: STUDENT REPORT

(To be completed and signed by the student and handed in with the application form)

Reporting as (indicate with an X):

	New student		Re-applicant
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TERTIARY EDUCATION						
Please select your field of study from the list below (mark with an X):						
Plant breeding		Soil microbiology		Plant biochemistry		Other:
Plant physiology		Plant entomology		Agricultural economics		
Biometry		Plant nematology		Agricultural engineering		
Agronomy (Especially important)		Food sciences (relevant to crop industry)		Agricultural meteorology		
Weed science		Plant pathology		Livestock sciences		
Soil science		Molecular biology		Pasture sciences		
Institution:						
Qualification:		Masters (MSc)		Doctorate (PHD)		

*For re-applicants ONLY

- a) Briefly assess and discuss your progress within the previous academic year.

- b) Should your progress have not been satisfactory, provide a reason/s for your slow progress.

	Unable to reach supervisor
	Unable to gain access to research material/s
	Slow return of data from respondents/ participants
	Other (please specify):

Final award of the bursary will be considered by The Maize Trust.

STUDENT SIGNATURE: _____ **Date:** DD/MM/YY _____

¹ All correspondence will primarily be made via the bursary holder's email account.

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SECTION G: STUDENT PROGRESS REPORT

(To be completed and signed by the student and handed in to The Maize Trust at the beginning of **March, June, September and December**)

The following headings are what are to appear on your progress report.

Progress reports are to be submitted to The Maize Trust **every quarter** (please see months above).

Proposed title of dissertation/ thesis

Student: _____

Institution: _____ **Degree:** _____

Supervisor: _____

Co-supervisor: _____

FIRST QUARTER OUTLINE

1. STUDENT DETAILS AS ABOVE
2. BACKGROUND
3. AIM OF STUDY
4. OBJECTIVES OF THE STUDY
5. PROGRESS IN 1st Quarter
6. SUMMARY OF RESULTS (If applicable)
7. SUMMARY OF 2nd QUARTER INTENTIONS
8. APPENDICES (If applicable)
9. STUDENT SIGNATURE
10. DATE

SECOND, THIRD AND FOURTH QUARTER OUTLINE

1. STUDENT DETAILS AS ABOVE
2. PROGRESS IN 2nd or 3rd or 4th Quarter
3. SUMMARY OF RESULTS (If applicable)
4. SUMMARY OF 3rd or 4th QUARTER INTENTIONS
5. APPENDICES (If applicable)
6. STUDENT SIGNATURE
7. DATE

¹ All correspondence will primarily be made via the bursary holder's email account.

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BURSARY CRITERIA

i) BASIC REQUIREMENTS:

Applicants are invited to apply for postgraduate bursaries with The Maize Trust to further their studies within the maize industry.

The basic requirements for application of a bursary with The Maize Trust are:

- Applicants must be South African citizens.
- Applicants must be admitted to study fulltime with the institution of their choice.
- The Maize Trust bursaries are only awarded to Masters and Doctoral studies.
- The field of study must be relevant to the South African maize industry.
- The proposal for the dissertation/thesis must be approved by The Maize Trust before commencement with the studies.
- The Trust requires a completed application form, a certified copy of an identity document/passport, curriculum vitae, the latest academic transcript/record on an official letterhead, a completed proposal draft, the proof of registration, fee statement as well as a completed supervisor's report (see Section D).
- A formal bursary agreement is to be concluded with the Trust should a bursary be awarded.
- A mentor for the study programme must be nominated and, together with the university where the study will be undertaken, must be approved by The Maize Trust.
- Applicants will be expected to work in the South African maize industry for the same period for which a bursary was awarded.
- Annual bursary amounts will be determined by The Maize Trust each year.
- Closing date for bursary application submissions is 31 September of every year.

For further details about the bursary agreement, kindly contact Laura du Plessis at L&L Agricultural Services, the Administrators of The Maize Trust, electronically via the email address provided.

ii) BURSARY CONDITIONS:

- All bursary awards are conditional upon receipt of a positive report from the student's supervisor. Detailed progress reports and re-application forms for each subsequent year of funding, must be submitted to The Maize Trust before the closing date of applications.
- This bursary will **ONLY** fund Applicants registered for Masters by Dissertation or Doctoral qualifications.
- Continued receipt of the bursary is dependent on a favourable supervisor's progress report/s and acceptance of the bursary holder's progress report by The Maize Trust indicating that the recipient is progressing with his/her studies.
- Applicants need to submit a student's report (Section F) before the application will be submitted for consideration to The Maize Trust.
- Only Applicants who apply by the specified date, have completed the application form and submitted all necessary supporting documents will be considered.
- Applicants will be advised of the outcome within 8 weeks of the closing date.
- By signing this application form, the student indicates that he/she agrees with and accepts the conditions contained herein.

¹ All correspondence will primarily be made via the bursary holder's email account.

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- Application does not guarantee that a bursary will be approved.
- Should applicants not receive correspondence from The Maize Trust within 8 weeks from the closing date, please accept that your application has been unsuccessful.
- Approved bursaries are only paid out upon receipt of fully completed progress reports.
- Applicants will be expected to submit a copy of the completed thesis/dissertation on completion of their studies, which will be posted on relevant industry websites.

iii) SCOPE OF BURSARY

- **Masters by Dissertation:**
 - Bursaries totaling R91 000,00 per annum for **two years** in respect of **MSc** Applicants (including all years' research expenditure).
 - Bursaries will only be paid out according to the submitted and approved progress reports by both the student and their supervisor.
- **Doctoral research:**
 - Bursaries totaling R112 000,000 per annum for **three years** in respect of **PhD** Applicants (including all years' research expenditure).
 - Bursaries will only be paid out according to the submitted and approved progress reports by both the student and their supervisor.

iv) BURSARY POLICY AND PROCEDURES:

- ***Policy Preamble***

The Maize Trust acknowledges its responsibility to the South African maize industry to make a contribution towards ensuring that sufficient graduates are produced to address the relevant functional areas affecting the industry. For this reason, the policy and procedures for the awarding of bursaries has been developed to ensure that The Maize Trust's Bursary Scheme will enable the Trust to play a role in increasing the availability of appropriately qualified scientists and professionals within the industry and that this process is managed equitably and in a transparent manner.

- ***Policy***

- The policy will apply to The Maize Trust Bursary Scheme and it will hereinafter and in general be referred to as "**the bursary**".
- Students who enrolled for a tertiary qualification, in a field as determined by the Trust from time to time, at a tertiary institution that is recognised by the Trust, will be eligible to be awarded the bursary.
- After completion of a student's course the student must work for an industry related organisation or institution in the RSA for a period equivalent to the period for which the bursary was awarded.
- Failure to work for an industry related organisation or institution, as approved by the Trust, will affect an immediate repayment by the student to the Trust of such amount(s) as the student had received as the bursary from the Trust.
- Interest at prime overdraft rate will be calculated as from the date of non-compliance until the actual date of repayment. The student will be exempt from repayment of such portion of the amount(s) pro rata to the period for which the student has been employed.

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- Students in receipt of the bursary will have to receive mentorship from a person who is subject to the approval of the Trust.
- Participation in the mentorship programme is compulsory for all students in receipt of the bursary.
- All recipients of the bursary must submit quarterly progress reports to the Trust, together with quarterly progress reports from the relevant mentor until completion of the study.
- Failure to pass a semester or year course can result in the cancellation of the bursary.
- Failure, as referred to above, will result in the student repaying the full amount of the bursary as was awarded up to that point in time. Interest at prime overdraft rate will be calculated as from the date of failure until repayment.
- It is recommended that recipients of the bursary will work during holiday breaks at industry institutions or organisations provided that appropriate employment is available.
- The bursary makes provision for tuition fees, books, living costs and any other material as required by the student to successfully complete the relevant studies.
- The Trust reserves the right as custodian of the bursary to change the policy, as and when it deems it necessary, but this will only be done with prior notice.
- Students will be expected to submit a copy of the completed thesis/dissertation on completion of their studies.
- The evaluation and approval of applications for bursaries will be handled by the Trustees of the Trust.
- All progress results of the student will be reported to the Administrators of the Trust in writing and will be treated by the Trust as confidential.
- Applications may also be submitted electronically to: laura@llagric.co.za with the subject **“MT BURSARY”**.

¹ All correspondence will primarily be made via the bursary holder's email account.

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SECTION I: STUDENT DECLARATION POLICY

I, _____, hereby confirm that the information provided herein is true and correct. I declare that I have read the contents and conditions herewith and I acknowledge that I understand and accept these conditions and I agree to abide by them. I further agree that my information may be shared with the Trustees and all relevant parties of The Maize Trust for reporting purposes only. I endorse that I have not been charged criminally with an offence. I confirm that I have not secured funds from alternative sources and understand that the Masters or Doctoral bursary awarded to me by The Maize Trust can be cancelled at the discretion of the Trust.

APPLICANT'S SIGNATURE: _____ **Date:** _____ DD/MM/YY

Please send your completed application form accompanied with the requested supporting documentation to:

P.O. Box 74626
Lynnwood Ridge
Pretoria, 0040

SUBJECT: MT BURSARY

Applications may also be submitted electronically to: laura@llagric.co.za with the subject "**MT BURSARY**".

All communication regarding the bursary will be communicated to the applicant via their email accounts.

*Incomplete and Late Application forms will **NOT** be processed.*

¹ All correspondence will primarily be made via the bursary holder's email account.

Please initial each page of this document to indicate that all pages have been read and understood.

Initials