



**BISHOPS**  
OLD DIOCESAN

**UPDATED POLICY OUTLYING PROCEDURES FOR APPLYING FOR AN ODU BURSARY  
OD UNION FINANCE SUB-COMMITTEE  
JUNE 2012**

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1. ALL APPLICATIONS FOR ODU BURSARIES MUST GO THROUGH THE BISHOPS ADMISSIONS OFFICE.
2. ADMISSIONS MUST BE IN BY THE END OF JUNE IN THE YEAR PRIOR TO THE BURSARY BEING REQUESTED.
3. NO LATE SUBMISSIONS WILL BE CONSIDERED.
4. THE BURSARY APPLICATION FORMS INCLUDING THE MEANS TEST MUST BE COMPLETED.
5. THE FORM CAN BE FOUND ON THE BISHOPS WEBSITE UNDER ADMISSIONS.
6. THE ADMISSIONS OFFICE WILL INFORM THE OD UNION REPRESENTATIVE ON THE SCHOLARSHIPS & BURSARY COMMITTEE WHETHER THE FAMILY QUALIFIES FOR A BURSARY BASED ON THE MEANS TEST.
7. BURSARIES ARE ALLOCATED FOR A PERIOD OF ONE ACADEMIC YEAR ONLY.
8. THE BURSARIES ARE REVIEWED ANNUALLY BY THE COMMITTEE.
9. WHILST EACH APPLICATION WILL BE JUDGED ON ITS MERITS, A MAXIMUM OF R50 000 PER ANUM MAY BE ALLOCATED TO A PARTICULAR FAMILY. DEPENDING ON THE PERFROMANCE OF THE FUND, THIS MAY BE ADJUSTED ANNUALLY.
10. BURSARIES ARE GENERALLY TO BE CONSIDERED FOR COLLEGE APPLICANTS ONLY.
11. BURSARIES ARE ALLOCATED ON THE GROUNDS THAT THE OD IS IN GOOD STANDING AND A FULLY PAID-UP LIFE MEMBER OF THE ODU.
12. BURSARIES ARE ONLY AWARDED TO THE DIRECT DESCENDANTS (FIRST GENERATION) OF ODs.



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13. THE APPLICANT MUST BE ADVISED THAT THE AWARDING OF A BURSARY SHOULD NOT AUTOMATICALLY IMPLY THAT IT WILL BE TRANSFERRED TO A SIBLING UPON THE OLDER BOY LEAVING BISHOPS.
14. IN ORDER TO QUALIFY FOR THE HOFFMAN-STEMPLE, THE BOY MUST BE ACCEPTED BY THE TRUSTEE OF THAT TRUST. THIS BURSARY IS MANAGED BY THE SCHOOL.
15. THE ODU CHAIRMAN IS RESPONSIBLE FOR SELECTING, IN CONJUNCTION WITH THE SCHOOL EXECUTIVE, THE RECIPIENTS OF THE ODU PATON SCHOLARSHIP.
16. THE COMMITTEE WILL ALLOCATE APPROXIMATELY 5% OF FUNDS UNDER MANAGEMENT PER ANUM FOR BURSARIES. THE FINANCE COMMITTEE WILL EVALUATE THIS ANNUALLY DEPENDANT ON THE FUND'S PERFORMANCE AND AMOUNT OF ASSISTANCE REQUIRED.
17. UNDER NO CIRCUMSTANCES WILL THE COMMITTEE ENTERTAIN ANY REQUESTS FOR LOANS OR BRIDGING FINANCE
18. THE COMMITTEE GIVES A MANDATE TO THE CHAIRMAN OR HIS REPRESENTATIVE AT THE SCHOLARSHIP AND BURSARIES MEETING TO DIVIDE THE AMOUNT AT THE SCHOOL SCHOLARSHIP AND BURSARY MEETING AS HE SEES FIT.
19. HE MAY NOT EXCEED THE AMOUNT GRANTED BY THE FINANCE COMMITTEE.
20. WHERE THE AMOUNT OF BURSARIES REQUESTED EXCEEDS THE AMOUNT ALLOCATED BY THE COMMITTEE, THE CHAIRMAN WILL NEED TO USE HIS DISCRETION TO DIVIDE THE AMOUNT BASED ON THE MEANS TEST.
21. THE CHAIRMAN OF THE SCHOLARSHIP AND BURSARY COMMITTEE WILL RESPOND TO ALL OD APPLICANTS.
22. THE CHAIRMAN TO GIVE A COMPREHENSIVE REPORT BACK TO THE COMMITTEE AFTER THE SCHOOL SCHOLARSHIP AND BURSARY MEETING.