



CITY OF CAPE TOWN
ISIXEKO SASEKAPA
STAD KAAPSTAD

Apply for a bursary

Every year, the City offers financial support to help students cover the costs for registration, examinations and class fees. If you would like to apply, you can follow the steps below.

How to apply for External Financial Support

When applying for external financial support, note the following important considerations:

- The financial support is open to students who are residents of Cape Town and registered for full-time study at accredited academic institutions within the borders of South Africa, including TVET colleges
- Prospective applicants must not be in possession of any other form of financial assistance (e.g. National Student Financial Aid Scheme)
- You will need to provide a certified copy of your ID (not older than three months)
- If you are a Grade 12 student, you are required to provide a copy of your Grade 12 / mid-year results (65% average)
- If enrolled as a full-time student at an approved tertiary institution, you will need to provide copies of your first-, second- and/or third-year academic transcript
- Your degree must be in the field predetermined and advertised by the City as being a **scarce skill**
- Submitted applications will not be acknowledged in writing and copies of supporting documents will not be returned

Please use the following guide when applying.

Step 1: [Download an application form](#) or collect one from your nearest [City library](#) or from the following City facilities:

- [Bellville Walk-in Centre](#)
- [Brackenfell Walk-in Centre](#)
- Cape Town HR Employment Counter - Concourse Level Civic Centre, Cape Town
- [Parow Walk-in Centre](#)
- [Plumstead Walk-in Centre](#)
- [Strand Walk-in Centre](#)

Step 2: Once you have completed the form, you can submit it along with all the supporting documentation to any of the facilities listed above, or email it to external.bursaries2026@capetown.gov.za.

Supporting documentation to include:

- a registration letter or provisional acceptance letter from your approved tertiary institution
- if you have matriculated, include a copy of your matric certificate
- a certified copy of your Grade 12 results
- any recommendations from teachers, mentors and peers
- awards and certificates you have won
- a certified copy of your ID
- proof of residence
- any work you have already done in the field in which you are planning to study

Step 3: If your application is successful, you will be contacted by the City.

Contact us

HR Service Desk

- *Email:*
hrrservicedesk@capetown.gov.za



EXTERNAL APPLICATION FOR FINANCIAL SUPPORT

Select bursary type:	
Select institution type:	

Applications can be submitted electronically and by hand.

Submit your completed form and supporting documentation to one of the following walk-in centres: Bellville, Brackenfell, Cape Town Civic Centre, Parow, Plumstead or Strand or email it to external.bursaries2026@capetown.gov.za.

This application is designed to reflect the City of Cape Town's Learning and Development Policy as phrased below:

11.1.4. The financial support is open to students who are residents of Cape Town and registered at accredited academic institutions within the borders of South Africa, including TVET colleges.

11.1.6 d. It shall support both full time and part time studies; part time studies may only be considered where the qualifications are not offered full time. This is subject to a written confirmation from the academic institution.

Please note:

- No late applications will be considered.
- Applications will not be acknowledged in writing and copies of supporting documents will not be returned.
- Applications without all supporting documents will not be considered.

A. Supporting documents:

The following documents must accompany your application. Mark an x to confirm the document has been attached.

Documents	
1. A registration letter or provisional acceptance letter from your approved tertiary institution	
2. A statement of account, if registered.	
3. A certified copy of your matric certificate if you have matriculated.	
4. A copy of your Grade 12 final / mid-year results with an average of 65% and above.	
5. Any recommendations from teachers, mentors and peers.	
6. Awards and certificates you have won.	
7. A certified copy of your South African identity document.	
8. Proof of residence.	
9. Proof of any work you have already done in the field you are planning to study.	



B. Personal information

Surname	
First names	
Title	
Date of birth (DD MM YYYY)	
Identity number	
Disability (please specify)	
Permanent residential address (attach proof)	
Postal code	
Address at which you can be contacted at all times (attach proof)	
Postal code	
Postal address (if different from residential address)	
Postal code	
Home telephone number	
Alternate contact number	
E-mail address	
Next of kin name and surname	
Next of kin telephone number	
Relationship to applicant	

C. Bursary particulars

Field of study	
Number of years required for bursary.	
Total duration of course	
Name of current or intended educational institution	
Are you currently receiving any financial support (if yes, please attach proof)	
Do you receive any financial assistance from another grant?	
If yes, how much?	



D. Household circumstances

Name of the person who will stand and be bound as surety for the bursary	
Postal address of surety holder	
Postal code	
Home telephone number	
Work / cell number	
Signature of surety holder	

E. Educational information

1. Grade 12 subjects	Last examination symbol obtained

2. Post school qualification	
(a) Subject(s) already passed	
Name of institution	
Course of study	
3. Subjects	Year



(b) Subject(s) currently being studied		
Name of institution		
Course of study		
Subjects		Year

(c) Subjects intended to be studied next year	
Name of institution	
Course of study	
Cost for next year	
Subjects	



Please provide full details of previous bursary commitments that are still outstanding, if applicable.

Special achievements obtained to date.

List all extramural activities in which you participate. This includes sport and community involvement.



F. General

Please motivate your choice of chosen field of study

What personal qualities do you consider necessary to be successful in the career which you have chosen?

G. Health

Do you have any health problems which may interfere with your chosen course of study and career?

H. References

Please give the names of two teachers / lecturers / tutors who know you well, who we may contact.

Name 1

Telephone
number

Email

Name 2

Telephone
number

Email



I. POPIA consent

Do you agree that your provided information can be verified?	Yes		No	
I hereby confirm that the information is a true reflection of my skills and qualifications and all other relative information	Yes		No	

By submitting this form, I understand that any false or misleading information provided in this bursary application, or in connection with this bursary application, may result in the rejection of the application. If a bursary has already been awarded by the City of Cape town, this could be withdrawn and all monies already paid will be recovered.

Signature	
Date	
Signature of guardian (in case of a minor)	