



REPUBLIC OF ZAMBIA
MINISTRY OF LOCAL GOVERNMENT AND RURAL DEVELOPMENT
SHIBUYUNJI TOWN COUNCIL
MWEMBEZHI CONSTITUENCY DEVELOPMENT FUND STUDENT BURSARY GRANT
AGREEMENT FORM

STUDENT INFORMATION

Student Name:

Student NRC Number:

Gender: D.O.B:

Residential Address:

Zone: Ward:

District: Constituency:

Province: Contact No.:

PARENT/GUARDIAN/NEXT OF KIN INFORMATION

Name of Parent/Guardian:

Nationality..... NRC NO.:

Contact Number: Relationship to Student:

Type of Vulnerability:

COURSE INFORMATION

Programme of Study:

Level of Skill:

Duration of programme :

Name of Institution:

Location:

SECONDARY BOARDING SCHOOL AND STUDENT BURSARY GRANT AGREEMENT FORM

This agreement support from the Mwembezhi Constituency Development Fund allocation for Secondary boarding/ Skills Development Bursaries is at **100%**. The financial support was awarded to me in

An agreement made and entered into by and between in his/her capacity as Council Secretary for Shibuyunji Town Council, for and on behalf of the Mwembezhi Constituency Development Committee(hereinafter called the government) at Kasunka Civic Centre, P.O Box 30833 Shibuyunji of the first Part and (hereinafter referred to as the "Student") of the second part;

WHEREAS: the Student wishes to pursue a course of study at (Hereinafter called the "Institution') for the purpose of acquiring the qualification of

AND WHEREAS: the student applied to the Mwembezhi Constituency Development Fund Committee for financial assistance to enable him/her to attend the institution for that purpose:

NOW THEREFORE: in consideration of the undertaking by the student herein contained, the Mwembezhi Constituency Development Committee grants to the student such financial assistance by making payment for tuition fees paid directly to the Institution

CONDITIONS OF THE SECONDARY BOARDING SCHOOL AND STUDENT BURSARY GRANT

1. a) The Secondary Boarding School and Student Bursary Grant is valid for the entire academic period however **it will be** reviewed very quarter after production of satisfactory academic results
b) Students awarded the bursaries are expected to **meet any shortfalls** not covered by the Secondary Boarding School and Student Bursary Grant.
c) Students in receipt of the bursaries grant will not qualify for any other offer at the same level of qualification.
2. In consideration of the Secondary Boarding School and Student Bursary Grant, the student undertake:
 - a) **To attend** the institution for the entire academic period of the course as may be approved by the Mwembezhi Constituency Development Committee:
 - b) **Not change** his/her course of studies without the consent of the Mwembezhi Constituency Development Committee.
 - c) To exercise **due diligence** in his/her course of studies during the whole period specified in (a) of the clause and to exercise his/her best endeavors to pass within that period, the final examination at the institution entitling him/her to the award of Short Intensive Courses, Trade Test Levels 1,2, and 3, Craft Certificate and Technician levels in respect of the profession for which the course of studies was undertake (hereinafter call the qualifying examination)
3. The Mwembezhi Constituency Development Committee shall cancel the whole Secondary Boarding School and Student Bursary Grant:
 - a) When the student **does not proceed** to the next academic term
 - b) When the student **fails some courses and is required to repeat** the term
 - c) When the student **fails to complete the programme of study** within the stipulated period.

Note: that no extensions are permitted without the express permission of the bursaries committee.
 - d) When the student **is excluded or redirected from a programme** and is later on readmitted on application into the same or different programme in the same year or term of study
 - e) When the student **withdraws from or changes the programme of study** without a valid reason to the Mwembezhi Constituency Development

Committee. Any withdraw on medical grounds shall be certified by a **government medical Doctor**.

- f) When a Student **withdraws** from studies and later is **readmitted** and is required to **repeat except** on medical grounds.
 - g) When a student is **involved in unsatisfactory conduct** such as prolonged and unjustified absenteeism from tuition, class boycott, inciting students, unlawful demonstration, riotous behavior or criminal activities
 - h) In the event of the student being **suspended** or **expelled** by the Institution, notwithstanding any court proceedings, this may be commenced subsequently by reason of the suspension or expulsion
 - i) When a student finds **alternative sponsors** during the course of the academic year/term.
 - j) For any other reasons which the Mwembezhi Constituency Development Committee, **in its absolute discretion**, may consider good and sufficient.
4. The Secondary Boarding School and Student Bursary Grant shall not be extended to the spouse, child or any other dependent.

GENERAL INFORMATION

- a) Note that the Secondary Boarding School and Student Bursary Grant does not cover all educational requirements and therefore the student shall be expected to **supplement** for their own resources
- b) Should you **find alternative sponsors** during the course of the academic year/term please inform the Mwembezhi Constituency Development Committee immediately, failure to which **legal action** shall be taken against you to recover the monies disbursed to yourself.
- c) All correspondences concerning the financial and other administrative arrangements in connection with the Secondary Boarding School and Student Bursary Grant should be addressed to the Council Secretary, Shibuyunji Town Council, P.O. Box 30833, Shibuyunji through the registrar of your respective Institutions.

IN WITNESS WHEREOF the parties have set their hands on the class shown

.....

*Council Secretary
Shibuyunji Town Council*

DECLARATION

I Understand that this is a Secondary Boarding School and Student Bursary Grant that I must abide by the agreement governing the receipt of the education financial support. To the best of my knowledge, the information I have given is the absolute truth. I also understand that any false information on this form will lead to immediate forfeiture of the Secondary Boarding School and Student Bursary Grant, and possible prosecution

Signature of Student: **Date:**