UCT ONLINE HIGH SCHOOL

LEARNING LIBERATED SCHOLARSHIP POLICY

in collaboration with
VALENTURE INSTITUTE

OVERVIEW	
Purpose	This Policy outlines important rules, criteria and procedures relating to the UCT Online High School selection and retention of learners for the Learning Liberated Scholarship Programme.
Custodian	Registrar
Approval Authority	Chief Partnership Officer
Version History	Version 1 Effective 02 October 2023

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1. Introduction

Our mission is to make high-quality education affordable and accessible to as many South African children as possible so that we can radically reduce inequality, and unleash South Africa's potential. We do this by improving the quality of secondary education so that learners can thrive as they take the next steps in their academic and professional careers. Whilst UCT Online High School has addressed several critical challenges that have previously prevented scaling high-quality education, many obstacles still stand in the way of all children being able to access this opportunity, and although UCT Online High School is one of the most affordable private high schools in South Africa, approximately 80% of South Africans still cannot afford the tuition fees.

With the kind and generous support of numerous corporations and/or sponsors - whose support and commitment to the cause cannot be underestimated - the UCT Online High School Learning Liberated Scholarship Programme was launched to invest in the education of talented South African High School learners from economically disadvantaged families, who demonstrate academic potential, have aspirational mindsets, and the intent to make a positive and impactful contribution to our nation. This scholarship programme was launched because we believe that these ambitious, intrinsically motivated and responsibly minded young people have the potential to access leading universities for further education.

This policy sets out the principles, procedure and criteria for the application, selection, awarding and retention of qualifying learners for the Learning Liberated Scholarship Programme.

2. Definitions

2.1. **Applicant learner:** Child legally dependent upon the legal guardian(s).

2.2. **Scholarship Applicant:** Refers to a learner whose scholarship application has been submitted via the Guardian. The application still requires verification.

2.3. **Scholarship Candidate:** Refers to a scholarship applicant who has met and fulfilled all the scholarship requirements including successfully completing the Scholarship Application Assessment, and has had their application and all their submitted documents verified. Although a scholarship candidate is eligible for a scholarship, becoming a scholarship recipient is not guaranteed. To become a scholarship recipient, depends on the scholarships readily available and/or the sponsor's additional requirements.

2.4. **Scholarship Recipient:** Refers to a scholarship candidate who has been awarded a scholarship usually linked to a specific sponsor's name.

2.5. **Learner**: a UCT Online High School Learner.

2.6. **Guardian(s):** The biological parent(s) or legal guardian(s) of the learner.

2.7. **Primary Guardian:** The biological parent or legal guardian of the learner that the school corresponds with, is accountable for the fees and has access to the guardian portal etc. There can be only one Primary Guardian.

2.8. **Household Income:** The combined total gross earnings in the form of wages/salaries, rental income, social grants, income generated from selling services or business of each person employed in the applicant's home.

2.9. **Proof of income:** This can include any of the following documents:
   - Employment contract; or

- Payslip (from within three (3) months of application); or
- Three (3) months bank statements not older than three (3) months upon submitting a scholarship application; or
- A letter from your employer (on a formal company letterhead) that indicates what you earn; or
- An IRP5 SARS tax form; or
- Proof of SASSA grant or other income; or
- If not employed, original affidavit(s), stating reasons and period of unemployment.

2.10. **Scholarship Memorandum of Agreement (SMOA):** When a scholarship candidate is invited to become a scholarship recipient, the SMOA will be sent out as confirmation. The SMOA will highlight the terms and conditions of the type of scholarship awarded and indicate the expectations of both primary/secondary Guardians including the scholarship recipient (learner). To indicate acceptance of a scholarship, both the guardian/s and the scholarship recipient will need to sign and return the SMOA within the required timeframe.

2.11. **Sponsor**: includes donors, corporations, family trusts, NGOs and high net worth individuals who support the Learning Liberated Scholarship programme financially.

2.12. **Scholarship Application Assessment:** refers to the compulsory assessment required to be completed by all scholarship applicants. The assessment will include a grade appropriate English Home Language and Mathematics assessment and is completed online.

2.13. **Further Education and Training (FET) Phase:** The three (3) year Further Education and Training (FET) phase refers to high school grades 10-12 resulting in an NSC qualification.

2.14.   **Senior Phase:** The two (2) year Senior Phase refers to high school grades 8-9 which precedes the FET phase.

2.15.   **National Senior Certificate (NSC):** The final qualification that will be awarded upon successful completion of the FET phase.

2.16.   **Partial Scholarship:** refers to a percentage (%) of the tuition fees that will be covered by the sponsor. For January 2024 intake, a partial scholarship is 50% of the tuition fees and 100% of the Grade 12 SACAI Examination fees.

2.17.   **Full Scholarship:** refers to a 100% scholarship of tuition fees and 100% of the Grade 12 SACAI Examination fees covered by a sponsor. These are not available for the January 2024 intake.

3.   Policy Application

This Policy is intended to apply to the following categories of persons:

3.1.   Guardians, and by extension applicant learners, who wish to apply, on behalf of their children/learners, for the scholarship;

3.2.   All sponsors/donors who are sponsoring this scholarship programme;

3.3.   Individuals involved in the selection process of qualifying scholarship candidates; and

3.4.   Staff in respect of their responsibilities for the scholarship selection.

4.   About the scholarship

The UCT Online High School Learning Liberated Scholarship Programme is supported and sponsored by various sponsors which includes corporations, family trusts, NGOs and high net worth individuals. These sponsors are looking

to sponsor learners from economically disadvantaged families who have a strong academic record and indicate post Matric education and career aspirations. As a result, meeting the selection criteria set out hereinbelow does not guarantee any applicant a scholarship due to additional requirements that may be prescribed or the number of scholarships that may be available at any given time.

UCT Online High School manages the Scholarship Programme and selects potentially qualifying scholarship candidates for the programme using the selection criteria set out hereinbelow. The list of these potentially qualifying scholarship candidates is then presented to all the available sponsors for selection based on their own further selection criteria. In essence, sponsors will have a final say on who qualifies and should be awarded the scholarship.

4.1.   This Scholarship Programme has been designed to nurture a cohort of talented young South African learners who are academically strong, financially dependent on their guardian(s); are representative of South Africa's demographics, and who come from economically disadvantaged backgrounds.

4.2.   The Scholarship Programme seeks to provide opportunities to learners based on both financial need and academic merit.

4.3.   For the January 2024 intake the following limited Learning Liberated Scholarships will be available:

4.3.1.   a partial scholarship of 50% - this will include:

4.3.1.1.   50% of tuition fees for the duration of the specific phase

4.3.1.2.   100% of the Grade 12 SACAI Examination Fees

4.4.   These partial scholarships (50%) are aimed at either:

4.4.1.   current grade 9 applicants who will enter the three (3) year FET phase (grades 10-12) for the January 2024 intake. A successful

completion of the FET Phase will result in the National Senior Certificate (NSC) qualification (colloquially known as matric) - this will be a three (3) year scholarship or;

4.4.2. current grade 7 applicants who will enter the two (2) year Senior phase (grades 8-9) for the January 2024 intake and progress into the three (3) year FET Phase (grades 10-12 in 2026). A successful completion of the FET Phase will result in the National Senior Certificate (NSC) qualification (colloquially known as matric) - this will be a five (5) year scholarship or;

4.4.3. In some cases scholarships may be awarded to entry into grades 9 and 11, but this is on a case by case basis. The length of this scholarship will be dependent upon the entry date.

4.5. Applicants for the Scholarship Programme must meet the eligibility criteria as outlined in this policy and provide evidence to support this.

4.6. Where awarded, the scholarship does not cover the non-refundable application and placement fees, technical equipment, stationery or other costs over-and-above the annual partial tuition and Grade 12 SACAI Examination fees that are covered.

4.7. Families of Scholarship Recipients will need to fund their application and placement fees, after which 50% of the tuition fees will be funded, for the full duration of either their:

4.7.1. three (3) years' FET studies at UCT Online High School,

4.7.2. or five (5) years' High School career (SP and FET phase at UCT Online High School

on the condition that the applicant continues to meet the academic progression requirements for each grade they complete and that the Primary Guardian adheres to their 50% monthly tuition payments.

4.8. To retain the award of the scholarship all:

4.8.1. Scholarship recipients must ensure that they continue to meet the academic progression requirements for each grade. Please refer to section 10 of this policy.

4.8.2. Primary Guardians are to remain in good financial standing by ensuring that their 50% tuition commitment is met each month. Guardians who fail to pay their monthly tuition will be subject to our regular suspension process for non-payment.

4.9. The scholarship application process is also available to new learners who are already pre-enrolled for the January 2024 intake as well as existing grade 8-10 learners currently enrolled at UCT Online High School, provided that they meet the same eligibility criteria. Pre-enrolled guardians and existing grade 8-10 UCT Online High School guardians will receive separate communication on how to apply for the Learning Liberated Scholarships programme.

5. Scholarship eligibility criteria

In order for a scholarship applicant to be considered as a Scholarship Candidate, the following eligibility criteria must be met. Please note that although a learner may become a Scholarship Candidate (by meeting all the criteria, successfully completing the Scholarship Application Assessment, have submitted all the required documents and have had these validated by the SRO team), a scholarship is not guaranteed.

UCT ONLINE HIGH SCHOOL

Scholarship Eligibility Criteria

Nationality
- Applicants must be a South African citizen residing in the Republic of South Africa
- Applicants must have at least one (1) guardian who is a South African Citizen

Curriculum
- Applicants are interested in enrolling in the CAPS curriculum which will result in the National Senior Certificate (NSC) qualification
- Scholarships are not available for Cambridge qualifications or the Amended Senior Certificate (ASC) for Adult Matric

Grade and Age
For admission into a January 2024 intake:
- The SP Phase grades 8-9:
  - Applicants must be completing Grade 7 in 2023
  - Applicants must be around 14 years of age for grade
    - Minimum age of 12 years of age for the start of grade 8
    - Maximum age of 16 years of age for the start of grade 8
- the FET Phase grades 10-12:
  - Applicants must be completing Grade 9 in 2023
  - Applicants must be around 16 years of age for grade 10
    - Minimum age of 14 years of age for the start of grade 10
    - Maximum age of 18 years of age for the start of grade 10

Current Academic Performance
- Applicants must obtain 50% or above for Mathematics in their 2023 Term 3 and final Term 4, Academic Report
- Applicants must obtain 50% or above for English Home Language in their 2023 Term 3 and final Term 4, Academic Report

Combined Household Income
- Clearly demonstrate financial need (Combined Household income must not exceed an annual income of R350,000 per year/R29,000 per month)
- Primary Guardian must be able to cover the non-refundable application and placement fees and the monthly 50% tuition fee for the duration of the scholarship including any additional requirements not covered by the scholarship e.g: stationery, internet at home and all tech requirements.

Aspirations for tertiary studies and a career after school
- Applicants must have a desire to study further at a tertiary level

- Applicants will need to complete and submit the *Aspirations & Academic Journey Letter* and have this verified by their current school.

Enabling Learning Environment
- Learners must have access to a desktop computer/laptop, headphones, a printer, stable internet access, a UPS device and a safe, quiet space that is conducive for learning online. Please refer to the [NSC Stationery and Equipment list](#) for further clarification. IT and physical infrastructure is not provided in this scholarship offering

Applicant Reference Letter
- An *Applicant Reference Letter* completed by a senior member (grade head, deputy principal or principal) of the applicant's current school must accompany the scholarship application confirming that the applicant has the necessary aptitude to thrive in an online learning environment.

Scholarship Application Assessment
- Successful completion of a grade appropriate application assessment in:
  - English Language and
  - Mathematics (not Maths Literacy)

Adult Champions/Supervisors
- The online learning modality necessitates at least 1 adult guardian/caregiver and one other champion for the scholarship applicant. Whilst UCT Online High School has highly motivated Support Coaches, guardian oversight for this modality of learning is crucial

Sponsor Specific Criteria
- Named sponsor scholarships may require additional criteria such as:
  - Geographical locations (example; restricted to certain provinces, towns etc)
  - Specific career aspirations (example; mining, accounting, education sectors etc)
  - Attendance of workshops/events hosted by the sponsor

Documentation
- Required documentation for applicant:
  - ID/Birth Certificate
  - Term 3, 2023 Academic Report (submitted during application)
  - Term 4, 2023 Final Academic Report (submitted in December)
  - Applicant Reference Letter
  - Aspirations & Academic Journey Letter
  - ID Photo

- o   Proof of Address
- Required documentation for Primary and Secondary Guardians:
  - o   ID/Birth Certificate
  - o   Proof of Income statements (not older than 3 months at the time of application)
  - o   Proof of Address (not older than 3 months at the time of application)

6. Scholarship Applicants (application process)

6.1   The 2024 Learning Liberated Scholarship applications open on 4 September 2023 and close at midnight on 31 October 2023.

6.2   Applications for the Learning Liberated Scholarship Programme must be submitted online by the primary guardian of the applicant learner via the UCT Online High School application portal. No applications will be accepted through any other means.

6.3   The Primary Guardian will be responsible for paying the non-refundable application and placement fees associated with the scholarship application.

6.4   Before submitting an application for the Learning Liberated Scholarship Programme the primary guardian must have read through the UCT Online High School Terms & Conditions - as well as this policy. Guardians must also review the scholarship eligibility criteria outlined in this policy and ensure all criteria are met by the applicant before submitting a scholarship application.

6.5   The online application includes; the personal information of both applicant and guardians, accepting of the UCT Online High School Terms & Conditions, the submission of supporting documentation including ID documents, photographs of the applicant (and their adult champions) and their work station, academic reports, proof of income for the primary

guardian, and an *Aspirations & Academic Journey Letter* and an *Applicant Reference Letter* from their current school.

6.6 Once a scholarship application has been submitted, the information provided will be verified to confirm whether the Scholarship Applicant is able to become a Scholarship Candidate for consideration. Scholarship Applicants who do not meet the eligibility criteria for consideration will be notified that their application has been unsuccessful and invited to continue with their regular UCT Online High School application.

6.7 Scholarship Applicants who meet the eligibility criteria of the scholarship programme will be required to complete a compulsory online English Language and Mathematics (not Maths Literacy) Scholarship Application Assessment. The Scholarship Applicant will be required to login into the assessment platform and complete the Scholarship Application Assessment in order to progress their application.

6.8 By submitting an application for the scholarship, the guardian(s) and Scholarship Applicants accept that the information provided will be made available to the sponsors and Valenture Institute, including PersonalInformation.

6.9 Once a Scholarship Applicant has successfully met all the eligibility criteria, submitted (and have had these verified) all the required documents and passed the Scholarship Admissions Assessment, they will become a Scholarship Candidate.

6.10 At this stage Scholarship Candidates are not automatically guaranteed a scholarship but are on the short list to be awarded a partial scholarship depending on the number of scholarships available at the time and any additional sponsor requirements.

7. Scholarship Candidates (eligibility)

7.1 Scholarship Candidates are eligible for the awarding of either a partial or full scholarship, depending on availability.

7.2 Although eligible, a Scholarship Candidate is not guaranteed a scholarship. The awarding of scholarships is dependent upon the number of scholarships available and any additional sponsor requirements.

7.3 The following criteria will be used to shortlist Scholarship Candidates:

7.3.1 Academic achievement;

7.3.2 Financial need; and

7.33 Additional requirements from sponsors such as specific subject requirements, geographic location, career aspirations etc.

7.4 Depending on scholarships available and Scholarship Candidate's final ranking on the short list, candidates will be matched with corresponding sponsors and be invited to become a Scholarship Recipient.

8. Scholarship Recipients (awarding)

8.1 Successful Scholarship Candidates will receive a Scholarship Memorandum of Agreement (SMOA) confirming that they have been awarded a Learning Liberated Scholarship. Guardians will have a deadline to accept the Scholarship Memorandum of Agreement (SMOA). If the Guardian fails to accept the offer or rejects the offer within the required deadline specified, the offer will automatically be forfeited and the scholarship will be awarded to the next appropriate Scholarship Candidate on the shortlist.

8.2 Scholarship Recipients who have accepted and returned the Scholarship Memorandum of Agreement (SMOA) will also need to submit the Scholarship Recipient's final Term 4, 2023 Academic Report. If the

Scholarship Recipient has not met the academic eligibility criteria in this academic report, the scholarship offer may be revoked.

8.3   Should UCT Online High School at any point during the scholarship application review phase discover that the information submitted does not reconcile with the information provided in the online application form, this may lead to the application and scholarship offer being revoked.

8.4   Should any Scholarship Recipient fail the document verification process, not meet the required deadlines or fail to accept a scholarship, all offers made up until that point will be withdrawn.

8.5   The decision of the Scholarship Selection Committee is final and guardians may not appeal the decision of the Scholarship Selection Committee upon receiving the outcome of their application.

8.6   Upon receipt of the signed Scholarship Memorandum of Agreement (SMOA) and the final Term 4, 2023 Academic Report, the Scholarship Recipient will be invited to the pre-orientation phase and officially commence their studies at UCT Online High School on 15 January 2024.

9. Application deadlines for 2024

	Important Milestones	Date
1	Scholarship applications (includes submission of required documents) open	4 September 2023
2	Scholarship applications (includes submission of required documents) close	31 October 2023
3	Scholarship applications are reviewed to shortlist Scholarship Candidates	1 October 2023 - 24 November 2023
4	Scholarships Candidates informed if they are a Scholarship Recipient or not. Successful Candidates will receive a Scholarship Memorandum of Agreement (SMOA)	1 - 7 December 2023
5	Scholarship Memorandum of Agreement (SMOA) signed and returned	14 December 2023
6	Deadline to submit final Term 4, 2023 Academic Report	14 December 2023
7	Deadline to validate and verify final Term 4, 2023 Academic Report	20 December 2023
8	Scholarship Recipients start the General Orientation Course (GOC) at UCT Online High School	15 January 2023

10. Scholarship retention conditions

In order for a Scholarship Recipient to retain the benefits of the Scholarship whilst enrolled as a learner with UCT Online High School the following requirements apply:

10.1 Both the guardian(s) and the Scholarship Recipient must adhere to the UCT Online High School Terms & Conditions, the Terms & Conditions of this policy and all UCT Online High School Policies & Handbooks.

10.2 Scholarship Recipients must ensure that they are good ambassadors for UCT Online High School and the corporate sponsor. This means:

10.2.1 Abiding by the School's Learner Code of Conduct;

10.2.2 Not being involved in any disciplinary matter; and

10.2.3 Not bringing the School or Corporate Sponsor's name into disrepute.

10.3 The Scholarship Recipient is also required to maintain their academic performance for each grade of the relevant phase. The academic progression requirements are as follows:

10.3.1 **Senior Phase (grades 8-9)**

10.3.1.1 Learners must meet the grades 8-9/Senior Phase progression requirements as published by the Department of Basic Education (DBE), with exception where;

10.3.1.2   A sponsor/donor corporation may require additional progression requirements as part of their sponsorship commitment.

10.3.2 Further Education and Training Phase (grades 10-12)

10.3.2.1 Learners must meet the grades 10-12/Further Education and Training (FET) Phase progression requirements as published by the Department of Basic Education (DBE), with exception where;

10.3.2.2 A sponsor/donor corporation may require additional progression requirements as part of their sponsorship commitment.

10.4 The Scholarship Recipient will be required to maintain 50% and above for Mathematics (pure) throughout the FET phase (grades 10-12). At no stage will a Scholarship Recipient be permitted to replace Mathematics with Math Literacy.

10.5 If at the end of Term 2 (typically at the end of June), a Scholarship Recipient has failed to meet the academic criteria for retention of the Scholarship, they will be placed on academic probation and will be granted a six (6) month period (July through December) of remediation during which the Scholarship Recipient is expected to independently remediate and improve their results by the time their final Term 4 Academic Report is released each December. In some cases an academic probation may be granted after Term 4 and run from January through June. A Scholarship Recipient may only be placed on academic probation once during a phase.

11. Guardians' Responsibilities

11.1 The partial scholarship strictly covers the tuition (50%) for the duration of the scholarship and the Grade 12 SACAI Examination fees (100%) only. Primary Guardians are thus responsible for the payment of the:

11.1.1 non-refundable application and placement fees

11.1.2 50% monthly tuition fee for the duration of scholarship

11.1.2 and any other associated fees.

11.2 Guardians of Scholarship Recipients are responsible for ensuring that their child has access to a desktop computer/laptop, headphones, printer,

stable internet access, and a UPS device. Please refer to the NSC Stationery & Equipment list for more details. This is not included in the scholarship.

11.3 Guardians of all Scholarship Recipients are legally required to provide a safe conducive learning space with the required adult supervision.

11.4 Guardians of all Scholarship Recipients are responsible for purchasing the necessary stationery and language workbooks as outlined on the NSC Stationery & Equipment list. This is not included in the scholarship.

11.5 It is expected that the guardian(s) provide ongoing encouragement and support to their child, in conjunction with the assigned UCT Online High School Support Coach. Guardian engagement includes a firm commitment to completing the Guardian Orientation, reading school emails, downloading and using the guardian app, logging into the Guardian Portal at least once a week and attending important online information evenings.

11.6 Save for the specific provisions of the scholarship programme pertaining to the criteria for eligibility, tuition exemption and retention thereof; guardians and Scholarship Recipients benefitting from the Programme are required to comply with the UCT Online High School Terms & Conditions, including the UCT Online High School Handbooks & Policies.

12. Termination of a Scholarship

An awarded Scholarship may be terminated where:

12.1 There has been a breach of the Terms & Conditions or any UCT Online High School Handbooks and policies by the guardian(s) and / or Scholarship Recipient including any major disciplinary incidents.

12.2 A Scholarship Recipient and or their Guardian brings the UCT Online High School and Corporate sponsor's name into disrepute.

12.3 Any information supplied and / or documentation submitted is found to be false - this includes the falsifying of documents and or non-disclosure of accurate financial information.

12.4 The Scholarship Recipient fails to meet the required academic standards notwithstanding being given one opportunity to remediate their performance whilst on academic probation for six months (July through December or January through June). This will result in the termination of the Scholarship Recipient's scholarship and their guardian/s will be required to assume full responsibility for 100% payment of the tuition fees including the Grade 12 SACAI Examination fees.

12.5 The Primary Guardian fails to meet their financial obligations towards the 50% tuition fee required for the duration of the scholarship.

12.6 Should either UCT Online High School or the Sponsor decide to terminate the scholarship partnership, Valenture Institute, UCT Online High School and the Sponsor cannot be held responsible for ensuring the sustained tuition payments. The guardian of the Scholarship Recipient will have to take full responsibility for continued payments of the tuition and the Grade 12 SACAI Examination fee at UCT Online High School or elsewhere.

12.7   Should the guardian no longer wish for their child to receive the scholarship, they will be required to provide a term's notice (3 calendar months) to UCT Online High School in writing to provide sufficient time to enable another candidate to benefit from the scholarship.

12.8   The Scholarship is non-transferable. Should a guardian wish to withdraw their Scholarship Recipient from UCT Online High School, they will forfeit the scholarship and UCT Online High School reserves the right to award the scholarship to an alternative suitable candidate.

UCT Online High School has made every effort to ensure the accuracy of the information in our handbooks and policies. However, we reserve the right at any time, if circumstances dictate, to:

(i) make alterations or changes to any of the published details of the substance and opportunities on offer or;

(ii) add to or withdraw any of the provisions, and opportunities on offer.

Guardians and their dependents are given every assurance that changes will only be made as and when appropriate and you will be fully informed as soon as possible.