



THE UNITING PRESBYTERIAN CHURCH IN SOUTHERN AFRICA PRESBYTERIAN EDUCATIONAL FUND

APPLICATION FOR BURSARY FOR HIGH SCHOOL STUDY in 2026

**Use this form if the applicant (child/young adult) will be in
GRADE 8 to GRADE 12 / 'O' or 'A' LEVEL in 2026**

Dear Parent / Guardian,

Greetings in the name of Jesus!

The Presbyterian Educational Fund (PEF) is a ministry of the Uniting Presbyterian Church in Southern Africa (UPCSA). It provides financial assistance to families who need help covering their children's high school tuition fees.

The PEF operates on a partnership basis, meaning that while it offers bursaries, families are expected to contribute to their children's education as well. The fund is limited, so bursaries are awarded based on financial need and academic performance.

What does the PEF cover?

- **Partial tuition fees** (not full fees)
- **Does NOT cover** books, uniforms, transport, or boarding fees

Successful applicants must meet specific **academic and financial criteria** and must **submit all required documents on time**.

Please read the following carefully before completing the application form.

Application Process

To apply, follow these three steps:

1. **Read the Information Section (KEEP THIS SECTION)**
 - Understand the requirements and conditions.
 - Contact your minister or the administrator if anything is unclear.
2. **Complete the Application Form**
 - **Section A:** Child's (Applicant's) Information

- **Section B:** Family's Financial Information (Completed by the person responsible for school fees)
- **Section C:** Congregation's Information (Completed by Minister/Session Clerk)

3. **Complete the Final Checklist**

- Ensure all required documents are attached before submitting.

Important Information

Who Can Apply?

- Children of **UPCSA members in good standing** (South Africa, Zimbabwe, Zambia, DR Congo).
- Families **with financial need** (priority is given to those with the greatest need).
- Students in **Grade 8 to Grade 12 ('O' or 'A' level) in 2026**.
- **Bursaries cover tuition fees only** (not books, uniforms, transport, or boarding fees).
- Families **must contribute towards school fees**—PEF does not pay full tuition.

Academic Requirements

- **Grade 8/Form I applicants:** Average of **65% or higher**.
- **Grade 9/Form II and above:** Average of **50% or higher**.

Required Documents

Attach **certified copies** of the following:

- Applicant's **June/Term II school report** (or most recent report if not currently in school).
- **2025 school fees statement** (if returning to the same school in 2026).
- **Proof of Confirmation/Baptism (for applicants 18 years and older):**
 - Confirmation/Adult Baptism certificate **OR**
 - Minister's letter with confirmation details.
- **Proof of family income:**
 - Pay slips or **affidavit stating income** (for informal work, self-employment, or unemployed guardians).
 - If receiving a grant/pension, include a **letter from SASSA or the pension provider**.

Deadlines & Submission

- **Application Deadline:** **30 September 2025**
- **Final School Report Deadline:** **20 December 2025**
- Submit all documents **via email** to: **pef@unitingpresbyterian.org**
- Incomplete or late applications **will not be considered**.

Important Notes

- If receiving another **full bursary**, PEF assistance must be refunded.
- Parents/guardians remain responsible for **all other school fees** not covered by PEF, including registration fees.

- **Hostel/boarding assistance** is only considered for students who must study away from home.
- Awards are **not automatic**—even if you meet the criteria, they depend on available funds.
- Successful applicants **must submit school reports and fee statements** throughout the year.
- Bursaries are **for one year** and **do not carry over** to the following year.

Final Checklist Before Submission

Ensure the following have been included:

1. Applicant's essay (handwritten by the student) 
2. Certified copy of school report 
3. Proof of Confirmation/Baptism (if applicable) 
4. Proof of family income 
5. School fees statement (if available) 
6. Family details section completed and signed 
7. Minister's section completed and signed 

In December 2025 check the following:

1. Final Report for 2025 sent by 20 December 2025.

In January 2026 send the following:

1. Proof of enrolment
2. Copy of the school fees statements, showing:
 - a. The first payment made
 - b. School's banking details
 - c. Reference to be used for payments to the school

Contact Details

For questions, contact **PEF Administrator** at:

- **Email:** pef@unitingpresbyterian.org
- **Phone:** +27 11 727 3500

Thank you, and God bless you as you complete your application!