

NRF Postgraduate Student Bursaries Application Guide (2021)

How to Complete an Application - Honours, Masters and Doctoral

The guide is aimed at assisting students to complete the NRF application process for securing all types of postgraduate bursaries.

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A Registering and creating an application form

Step 1: Register

First time users of the NRF Online Submission System (<https://nrfs submission.nrf.ac.za>) must register (see orange arrow) to access the site and the application form. You will use your ID/Passport number and have to create a password.

Home
New Registration
Reset Password

Feedback Support

Instructions

- If you have already registered on the previous systems (NRF Online and Interim), please use your existing login details to access this system. If you have forgotten your password, please click on the **Reset Password** link on the left-hand menu.
- For technical online enquiries, please contact the Support Desk (Mondays to Fridays from 08h00 to 16h30) on:
Tel: +27 12 481 4202
E-mail: supportdesk@nrf.ac.za
- To access call related documents, please refer to the Open Calls block below. Click on the icon next to the relevant call to show a list of document(s). To open the document, click on the relevant link.

Log In

ID/Passport/Unique Number:

Password: [Show Password](#)

[Reset password.](#)
[Not registered? Click here to register.](#)

Open Calls

- Community Engagement 2017
- Competitive Programme for Rated Researchers 2017
- Competitive Support for Unrated Researchers 2017
- DST-NRF Professional Development Programme (PDP) Call for 2016
- Equipment-related Travel and Training Grants 2016
- Infrastructure Funding Instruments in support of the: National Equipment Programme (NEP) and National Nanotechnology Equipment Programme (NNEP) 2016
- Knowledge, Interchange and Collaboration (KIC) 2016 – Round 1
- Research Development Grants for Y-Rated Researchers 2017

Step 2: Create (or update) your own CV on the system.

After logging on using your ID/Passport number and password, you will be on the **Landing Page**. Use the menu at the top left corner of the screen (see orange arrow below). Start by filling in all the sections under **My Profile – My CV** to create a CV. This is very important as an application without a complete CV will not be considered.

My Profile
My Applications
My Progress Reports
Tools
Designated Authority
Internships
Research Outputs Summary
Logout

Quick Links
* [Grantholder Tools](#)

Create CV

Welcome Robin Drennan
Support

Landing Page


Information

- The summary of applications listed below is for quick reference to where in the process an application is.
- **In order to edit an application, go to My Applications, List of Application.**
- The noticeboard will be active and used to make announcements regarding upcoming calls, posting of outcomes, etc. Please look out for these.


Tracking of Applications

Step 3: Create an application

To create an application (after logging in) from the **Landing Page** use the menu at the top left corner of the screen (tab indicated with blue arrow below). Select **My Application – Create Application** (the first time).

On the **Create Application** screen, click on the  button next to **NRF Postgraduate Scholarships** – a new application will open.

⚠ Please note that this must be selected only once.

To continue working on the same application, go to **My Applications – List of Applications** (when returning to your application), and click the Edit button .



NRF Online Submission System

Welcome Mrs [Name] Feedback

Information

PLEASE NOTE: The summary below only lists output records that were migrated from the previous NRF Online system. New records on this system will not form part of this summary.



Applicants must ensure that their CV is updated/completed before creating an application.





























































In order for your migrated research outputs to show on the CV or be accessible for selection on applications that require your public you **must** verify (review) the outputs listed in the **Research Outputs Summary** table below. In order to do this, click on the output has outputs to be verified (see the To be Reviewed column). Scroll to the bottom of the screen and a heading saying cleaned-up research records from NRF Online will be displayed. Click on the little black arrow. This will display the output(s) that needs to be verified. If you have no output per output type, click on View for the next output. Do this for all the outputs, the output type on the landing page should not be the NRF box (e.g. output duplicated, please delete) and in the Status field, please select Delete.

In some cases, researchers' outputs don't show at all. The reason for this is

1. The ID/passport number which the cleaned data was linked to when the clean-up exercise was undertaken differs from the ID/passport number you have just used to login to the NRF Online Submission System.
2. No outputs were added on the old NRF Online system so there was nothing to migrate. If there were outputs on the old NRF Online system they do not show in the summary below, you need to ensure that the ID/passport numbers used on both the old NRF Online and this Online Submission System) are the same. Please contact the NRF should your outputs not show so that this can be rectified.

Step 4: The application

You will then see a list 26 sections in the application form. Complete all the compulsory sections, marked with a star (*) before the system will allow you to proceed. Complete the non-compulsory only if applicable to you. A yellow cross indicates incomplete  and a green tick indicates complete .

Section	Complete	Date Updated	Edit
NRF Call Information Documents (Please read before starting this application)		02 May 2020	
Registration Details *		24 Jul 2018	
Contact Details *		24 Jul 2018	
Qualifications *		02 May 2020	
Career Profile		24 Jun 2004	
Research Expertise *		15 Feb 2019	
Student Supervision Record		02 May 2020	
Absence from Research		02 May 2020	
Books		02 May 2020	
Chapters in Books		02 May 2020	
Refereed/Peer-reviewed Conference Outputs		02 May 2020	
Articles in Refereed/Peer-reviewed Journals		02 May 2020	
Patents		02 May 2020	
Keynote/Plenary Addresses		02 May 2020	
Articles in Non-refereed/Non-peer Reviewed Journals		02 May 2020	
Other Significant Conference Outputs		02 May 2020	
Technical/Policy Reports		02 May 2020	
Products		02 May 2020	
Artefacts		02 May 2020	
Prototypes		02 May 2020	
Other Recognised Research Outputs		02 May 2020	
Disability *		19 Feb 2019	
ORCID *		02 May 2020	
Application Category *		06 May 2020	
Geographical Area *		06 May 2020	
Person History *		06 May 2020	
Financial Need *		06 May 2020	
Degree to be Funded *		06 May 2020	
Research Project Information *		10 Jun 2020	
Academic Achievements *		06 May 2020	
Details of Research *		02 May 2020	
National Infrastructure Platforms *		02 May 2020	
Science Engagement *		02 May 2020	
Attachments		02 May 2020	
References *		02 May 2020	
Print Preview		02 May 2020	

Final Submit 

The **Final Submit** button will only become active when all the compulsory sections are completed.

☛ Once you have hit this button the application is submitted and cannot not be edited further.

B Names & meanings of buttons / symbols in the application form

Name on button	Action
Add another	Adds a new record to the data base
Return to Main Menu	Returns to main menu <u>without</u> saving
Migrate from previous application	Self-descriptive instruction
Save	Saves data on current page and returns to main menu
Update	Updates data and saves and returns to main menu
✓	Section completed
✗	Section incomplete
i	Information needed by applicant

C. CV Sections of the application form – A check list

All sections marked with an asterisk * are compulsory. The table below describes the sections of the application form. It also indicates which is necessary for Honours (H), Masters (M) and Doctoral (D) degrees.

Type of info	Section	H, M, D	Description
None	NRF Call Information Documents (Please read before starting this application)	All	All the documents describing the programme are to be found here
CV section	Registration Details *	All	The details you used to register on the website – basic information. The primary email will be the email they use to communicate with you, so please make it an active email address.
	Contact Details *	All	Further contact details – important that they are all correct
	Qualifications *	All	To add the field of study under Qualifications, click on the "Add". As you start typing the name of the field, the system will provide options on the drop-down list. If you have already obtained the undergraduate degree, please attached the academic records as shown below.
	Career Profile	All	Non-compulsory field All jobs you have held – stick to research related positions if you have many
	Research Expertise *	All	This is a higher archival description of your research area. It includes (i) scientific (knowledge domain, (ii) Primary research field, (iii) secondary research field, and (iv) fields of specialisation
	Student Supervision Record	All	Non-compulsory field Add names of students you have supervised or co-supervised and graduated
	Absence from Research	All	Non-compulsory field Indicate this if there is a good reason why you had no research outputs for a while
	Personal Profile*	All	Introduction- narrative, first person, active voice <ul style="list-style-type: none"> • Where you come from (in terms of research), what you are interested in and where you are now • Broad overview of research interests • Identify the knowledge gap that your research fills • Young researchers – Mention your PhD • Established researchers – Focus of the last 8 years

			<ul style="list-style-type: none"> • Mention awards and prizes, invitations to serve on editorial boards, committees • Tie these in with your research interests • Editorial boards – Names, places, IFs • Committees of associations tied to your research interests • Mention major funding awards e.g. NIH, NRF
	Books	All	Non-compulsory field Peer reviewed research books only
	Chapters in Books	All	Non-compulsory field Peer reviewed research chapters in books only
	Refereed/Peer-reviewed Conference Outputs	All	Non-compulsory field These are the full length peer reviewed conference proceedings
	Articles in Refereed/Peer-reviewed Journals	All	Non-compulsory field Journals articles
	Patents	All	Non-compulsory field No matter where they are registered
	Keynote/Plenary Addresses	All	Non-compulsory field This is where you have been invited by conference organisers to present a major talk to the entire audience at the conference
	Articles in Non-refereed/Non-peer Reviewed Journals	All	Non-compulsory field As described
	Other Significant Conference Outputs	All	Non-compulsory field Conference abstracts only
	Technical/Policy Reports	All	Non-compulsory field As described
	Products	All	Non-compulsory field As described
	Artefacts	All	Non-compulsory field As described
	Prototypes	All	Non-compulsory field As described
	Other Recognised Research Outputs	All	Non-compulsory field Anything else you can think of
	Disability *	All	Indicate details if disabled; according to the DoL guidelines
	ORCID *	All	ORCID provides a persistent digital identifier that distinguishes you from other users. If you don't have an ORCID ID, please click on Create or Connect your ORCID iD, you will be redirected to the ORCID website where you will have to register to obtain an ORCID ID. If you already have an ORCID ID, please click on Create or Connect your ORCID iD and your ORCID number will be pulled through.
<div>Application Form</div> <div>Note</div>	Application Category *	H, M and D M, D	<p>The applicant is required to select the level of study they want to be funded for - Honours, Master's, Doctoral and Extension support</p> <p>For Master's and Doctoral applicants, additional options will be available for the applicant where they will be required to indicate whether they are applying as First time applicants or Extension support applicants and also indicate which programme they are applying</p>
	Geographical Area *	H,M and D	<p>Please select your "province of origin" from the drop down.</p> <p>For foreign and permanent residents students, who are in the country at the time of application please select "other" on the province of origin and select your "current province" from the drop down list.</p>
	Person History *	H, M and D	If the previous or current study is funded by NSFAS, ISFAP or University financial aid, attach official proof under the attachment section. Proof can be an official letter from NSFAS, ISFAP or University stating that you have previously received financial assistance from them
	Financial Need * (Household income refers to parental income irrespective if the applicant is self-sufficient or independent)	H, M and D	<p>If the option of a combined family income of more than R350 000 is selected, the section will be complete and the financial means test will not be requested from the applicant.</p> <p>If the applicant selects less than or equal to R350 000, more information is required. If this option is selected, please complete the ISFAP Consent form and upload.</p>
	Details of Degree*	H	Applicants are required to fill in details of the degree, discipline of study that is being applied for and information related to past studies and future intentions.
	Degree to be Funded * Refer to x below	M and D	Applicants are required to fill in details of the degree and discipline of study that is being applied for. The applicant is also expected to indicate if the study will be conducted on a full time or part time basis.
	Research Project Information *	M and D	Requires the applicant to indicate when the project will be started or scheduled to start if it hasn't started. Also provide title and abstract of the proposed research project

Note

<div>Note</div>			<p>An abstract summarizes, in 300 words or 2000 characters or less the major aspects of the of the thesis/dissertation in a prescribed sequence that includes:</p> <ul style="list-style-type: none">the overall purpose of the study and the research problem(s) you investigated;the basic design of the study;major findings or trends found as a result of your analysis; and,a brief summary of your interpretations and conclusions.
	Academic Achievements *	Applying for Honours in 2021	The average percentage for major subjects in the final undergraduate year of study.
	Hurdle = $\geq 65\%$	Applying for 1 st M in 2021 Applying for 1st M in 2021 Applying for D in 2021	<p>The average percentage for major subjects in the final-year undergraduate courses for students currently registered for a honours degree</p> <p>The academic average percentage for the honours degree if completed,</p> <p>Masters with Course Work - Use average percentage mark obtained</p> <p>Masters with Dissertation - If score a <i>Pass use</i> = 65%, If Pass with Distinction = 75%</p>
	Details of Research *	M and D	Applicants must give a concise overview of the proposed research in this section as the input is taken into consideration during the review of the application. Appropriate literature references must also be included in this section. (Please see 2a and 2b below)
	National Infrastructure Platforms *	M and D	If an applicant with plans to access any equipment or collect data from any platform (e.g. High Performance Computer (HPC) outside the proposed institution, relevant information should be captured under this section. If there is no such planned, please click on “No plan to access platforms” and save.
	Science Engagement *	M and D	Pathways you will take to engage the public with your research as to improve the quality of research and its impact, raise your profile, and develop your skills. It aims to enable members of the public to act as informed citizens and can inspire the next generation of researchers.
	Attachments	H, M, D	Print or make a copy, certify and then scan all the required documents and submit as a single PDF file. The applicant is required to attach the following documents:
References*	M, D	Select a referee that can comment on your academic ability. If the Supervisor is NRF funded, provide the relevant UID number (Grant Number) for Supervisors grant (where relevant). Postgraduate students who have not been recruited by an NRF funded supervisor will not need to provide a UID or application reference number on the online application template.	
	Number of references	<ul style="list-style-type: none">Master’s applicants - Master’s supervisor and an academic refereeDoctoral applicants - Master’s supervisor, Doctoral supervisor and an academic refereeFor extension support applicants - either Doctoral or Masters Supervisor who can comment on the progress of the studies. If there is no response from the supervisor, the application will be rejected without review. Only current supervisor(s) required.For extension applications, only current supervisor references are required. Please do not provide the supervisor UID or application reference number.	

D Help with completing the application form

1a. Details of Degree – applicable for H

Both potential NRF Grant-linked (linked to an NRF funded project) AND Freestanding (students not linked to a specific NRF funded project) students will submit an application for funding.

Grant-linked students

Postgraduate students (H, M or D) who have been recruited by a supervisor who holds an NRF grant must provide the student with the necessary NRF six-digit grant UID (unique identification number) or the NRF application reference number (TTH2019xxxxxx) assuming that the research project application has been submitted to the NRF for review

Freestanding students

Postgraduate students (H, M or D) who have not been recruited by an NRF funded supervisor will not need to provide a UID or application reference number on the online application template

Details of Degree

Instructions

- Employed applicants in 2021 will not be considered.
- A minimum average percentage mark for major subject(s) refers to: **A minimum average of 65% for major subjects in the final undergraduate year of study for honours funding;**
- Minimum prescribed period means the minimum academic years prescribed for the completion of a Designated Qualification.
- Postgraduate students who have been recruited by a supervisor (e.g. SARChI, CoE, Thuthuka) to be part of a research project that is **currently funded by the NRF** should provide the NRF five or six-digit grant UID (unique identification number).
- Postgraduate students who have been recruited by a supervisor (e.g. SARChI, CoE, Thuthuka) to be part of a research project application that has been **submitted to the NRF for review** should provide the NRF application reference number.
- Postgraduate students who have not been recruited by an NRF funded researcher will not need to provide a UID or application reference number.
- Students who will be registered for a full-time honours qualification must select either full year or semester under funding period. (This does not apply to Graduate Internship Programme applicants).

Applicant's Proposed Institution

University of the Witwatersrand

Funding Period

☒ Full Year
☐ Semester
☐ Two Years (Graduate Internship) *

Supervisor's UID number (Grant Number)

Supervisor's Application Reference Number

Discipline (of degree to be funded)

Chemistry

Department/School (of degree to be funded)

School of Chemistry

Full-time

☒ Yes ☐ No *

Are you currently registered for the degree for which you are applying for funding?

☐ Yes ☒ No *

Start date for this degree

2021/01/01

Anticipated date of completion for this degree

2021/12/01

Registration Year

2021

Completion time for undergraduate degree

Minimum prescribed period

If you have been recruited by supervisor with an NRF funded grant provide the UID or application reference

Major subject(s) and final results

Subject	Mark(s) obtained	Edit	Delete
Chemistry	70		
Average percentage mark for major subjects		70	%

1b. Degree to be funded – applicable to M and D students

Degree to be Funded

Instructions

- Only students who will be registered or intend to register for full-time studies in 2021 may apply.

Date of first registration for this degree: 01/02/2021 *

Full-time: ☒ Yes ☐ No *

Will Master's registration be upgraded to doctoral status? ☐ Yes ☒ No *

Does any financial support received for previous studies bind you to a service contract? ☐ Yes ☒ No *

Are you currently enrolled for the degree/research for which you are applying for support? ☒ Yes ☐ No *

Year of study in 2021 for the degree for which you are applying: 1

Student Number (if currently registered at a university): 215301

Discipline (of degree to be funded): Management Studies *

Department/School (of degree to be funded): School of Governance

Faculty (of degree to be funded): Commerce, Law and Management

Indicate what you are doing presently: Studying *

Research Project Information

Research Project Information

Instructions

- All fields are compulsory in this section.
- The Title of Research Project field is restricted to 100 characters (including spaces).
- The Abstract of the Proposed Research Project field is restricted to 2 000 characters (including spaces) and should be a clearer description of what the research is about, therefore expanding on the Short Title.
- You **MUST** consult the attached call documents before completing your application form online.

Title of Proposed Research Project: The CSF for the engineering industry in South Africa *

Research Project Start Year: 2021 *

Research Project End Year: 2023 *

Abstract of the Proposed Research Project: It is identified that the training and development of young engineering professionals and the retention of skilled engineers are urgently required. The study aimed to identify the critical success factors in the engineering industry and the development of a conceptual framework to meet the future economical and development needs of South Africa. Firstly, a suggested conceptual framework using the Engineering Systems Framework as a theoretical base was developed through a review of the literature. An exploratory analysis was conducted to understand the variety of connections and relationships between independent and dependent variables, focusing on dependent variables where a significant difference in opinion between

Have you previously been funded by the NRF? ☐ Yes ☒ No *

If previously funded under Freestanding Grants – Select Student Support Programme

If previously funded by your supervisor please check under which programme and select accordingly

Freestanding Scholarships: Freestanding, Innovation and Scarce Skills, Innovation Scholarships (FISS)

Grantholder-Linked Scholarships: e.g. SARChI, CoEs, Thuthuka, Earth Systems Science Research Programme (ESSRP); Global Change Social Sciences Research Programme (GCSSRP); Risk and Vulnerability Science Centres (RVSCs); African Earth Observation Network (AEON); Foundational Biodiversity Information Programme (FBIP) and South African Earth Observation Network (SAEON), Thuthuka, African Origin Programme (AOP), Competitive Support for Rated and Unrated Researchers, SKA etc.

2a. Details of research for M applicants

Details of Research

Instructions

- Please note that all fields in this section are compulsory and unless fully completed your application/progress report cannot be submitted.
- Please refer to the Framework document of the call that you are applying for.

Section	Complete	Date Updated	Edit
Project Outline *		27 Mar 2020	
Alignment to National Imperatives *		27 Mar 2020	

Return to Menu

Project Outline

Size: 5 000 characters – 1,5 pages

Precaution: Include references

Background

Set the scene. Give a statement of what is known and what is not known.

Aims and Objectives

Choose on strategic aim and 3 to 5 operational objectives. What do you want to investigate, prove, demonstrate, analyse, test, or examine? List your project objectives in a logical sequence.

Methodology

How do you anticipate you will achieve these aims?

What do you need? (Specify any special equipment, software or materials) Can you access necessary data or expertise?

Do you require particular resources?

Does the project involve human ethics, animal ethics or safety implications?

Is travel or fieldwork required? If so, where to, how long and at what intervals?

Expected outcomes, significance or rationale

Why is it important?

What do you expect it will deliver?

What are the expected outcomes?

Establish the importance of your project by highlighting its originality or why it is worth pursuing.

Highlight the impact, benefits, positive expected outcomes or innovative applications of knowledge.

Timetable


Indicate the timeframe for each broad stage considering literature surveys, data collection, production, modelling, review, analysis, testing, reporting, chapter and thesis writing, and thesis submission date.

Alignment to National Imperatives

Size: 250 characters

Purpose: Select a category from the drop down list and then describe briefly how you research supports this.

Suggestion: Treat this as an important section. See appendix 1 below for more help.









 ***Caution:** Do not select “No Alignment”

2b. Details of research for D applicants

Details of Research

Instructions

- Please note that all fields in this section are compulsory and unless fully completed your application/progress report cannot be submitted.
- Please refer to the Framework document of the call that you are applying for.

Section	Complete	Date Updated	Edit
Problem Statement (Originality of Doctoral Study) *		28 Mar 2020	
Aims and Objectives (Originality of Doctoral Study) *		28 Mar 2020	
Potential Impact of the Research *		28 Mar 2020	
Alignment to National Imperatives *		28 Mar 2020	

Return to Menu

This includes 4 sections.

1. Problem Statement

Size: 5 500 characters (About 1,5 A4 page)

Purpose: This is a broad statement of your research study. Describe and explain the “playing field in which you are going to play”. Describe the problem / questions that you intend to study. Discuss the problem statement within the framework of the theory or line of enquiry underpinning the study

Suggestion A persuasive statement of problem is usually written in three parts:

Part A (The ideal): Describes a desired goal or ideal situation; explains how things should be.

Part B (The reality): Describes a condition that prevents the goal, state, or value in Part A from being achieved or realized at this time; explains how the current situation falls short of the goal or ideal.

Part C (The consequences): Identifies the way you propose to improve the current situation and move it closer to the goal or ideal.

Caution: None to note

2. Aims and Objectives

Size: 5 500 (About 1,5 A4 pages)

Purpose: The research purpose (or goal or aim) gives a broad indication of what the researcher wishes to achieve in the research. The hypothesis to be tested can be the aim of the study. The objectives related to parameters or tools used to achieve the aim are generally categorised as primary and secondary objectives.

Suggestion: make your aims strategic and focused on the big picture. Make your objectives operational and specific. Ensure alignment to your methodology

Caution: I recommend you should have a single aim, maybe two at a push. And each aid should have between 3 and 5 Objectives.

3. Potential Impact

Size: 5 500 characters (About 1,5 A4 pages)

Purpose: How will your research make a difference to society? What influence will it have? Mention innovation and sustainability.

Suggestion: It's acknowledged that some proposals result in an academic advance in understanding, without an immediate applied impact. If this is the case, bear in mind reviewers will expect you to know and state how your research fits into a pathway that will lead to an application. If there is a clear academic impact, the panel will want to know how you will deliver this to relevant peers and get the message out, beyond relying on others to read a publication. Examples here would be through conference engagements or collaboration. If your research has a wider societal or economic impact, public engagement should also be discussed.

Caution: None to note

4. Alignment to National Imperatives

Size: 250 characters

Purpose: Select a category from the drop down list and then describe briefly how you research supports this.

Suggestion: Treat this as an important section. See appendix 1 below for more help.

Caution: Do not select "No Alignment"

Category	National priorities/strategies/imperatives.	Justification
NRF Broad Category	<input type="text"/> <ul style="list-style-type: none"> Biological, Chemical, Earth & Marine Environmental, Material, Physical and Technology Arts, Humanities and Social Sciences Engineering Economics Medical and Health Disciplines Agriculture Computer and Information Sciences Mathematical Sciences Law 	https://www.nrf.ac.za/sites/default/files/documents/NRF%20Strategy%20Implementation.pdf
National Priorities	<input type="text"/> <ul style="list-style-type: none"> Poverty Alleviation Job Creation Transformation 	https://www.saasta.ac.za/Media-Portal/download/bio_fs16.pdf
National Strategies	<input type="text"/> <ul style="list-style-type: none"> Grand Challenge – Bio Economy Grand Challenge – Energy Security Grand Challenge – Global Change Grand Challenge – Human and Social Dynamics Grand Challenge – Astronomy Geographic Advantage – Human Palaeontology Geographic Advantage – Indigenous Knowledge Systems Geographic Advantage – Marine and Antarctic Research Geographic Advantage – Biodiversity 	(http://www.gov.za/issues/national-development-plan/

Sustainable Development Goals		https://sustainabledevelopment.un.org/topics/sustainabledevelopmentgoals
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3. Science Engagement

Size: 4 000 characters (About one A4 page)

Purpose: How will you collect, collate and save any digital data you may collect.

Suggestion: Public engagement may be included as one element of your Pathway to Impact. Engaging the public with your research can improve the quality of research and its impact, raise your profile, and develop your skills. It also enables members of the public to act as informed citizens and can inspire the next generation of researchers. You may consider:

Who is your target audience? - Be specific as you can here. Instead of saying “the general public” try to break down your audience into particular interest groups or segments of society to which this research is relevant or likely to appeal.

How will they benefit? - How will your research contribute to economic or social development, increase understanding and engagement with culture and science, or improve quality of life?

How to engage and when? - Depending on who your target audience is, it may be useful to identify intermediary organisations to work with to link with a wider audience. This can be a museum or gallery if you want to engage with members of the public, local authorities if you want to access several schools, professional associations if you want to access practitioners, governmental bodies or NGOs if you want to feed into policy and/or engage in public debates.

What activities should I use? - The activities you choose obviously depend on the nature of the research and what you want to achieve, but a combination of dissemination and more active engagement is recommended. This can be in the form of printed material, online activities and face-to-face meetings.

4. References

At **Doctoral level**, an applicant is expected to have identified a supervisor at the time of application. The supervisor should respond to the link sent by the NRF by the due date provided on the link, or the application will be rejected.

At **Master’s level**, an applicant is expected to have identified a supervisor at the time of application. If not yet identified, the applicant is expected to capture the information of the Head of School/Departments who will guarantee that the applicant will be allocated a supervisor in case their application is successful. The Head of School/Department should respond to the link sent by the NRF by the due date provided on the link, or the application will be rejected.

5. Attachments

In the **Attachment section**, please

First time honours, masters and doctoral applicants; and extension support applicants must attach the following documents in the attachment section of the online application:

- a. South African citizens and permanent residents must attach a certified copy of their South African Identity Document. Other foreign nationals must attach a certified copy of their valid Passports. **These documents must be attached under the Registration Details section only**
- b. An official academic record on the university letterhead.
- c. Applicants with outstanding fees are required to attach **an official letter from the university** confirming their first year of registration for the degree and indicating that the student still has outstanding fees owed to the university.
- d. Applicants with disabilities must upload a medical certificate, in support of the disability. **Document must be attached under the Disability section only.**
- e. First time honours, masters and doctoral applicants who were previously supported by NSFAS or ISFAP must attach proof in the form of an official university stamped financial statement clearly showing that the funds are coming from these funders, a statement from the funder or a letter from NSFAS, ISFAP or the university stating that the applicant received funding from them.

IMPORTANT: Only the sections marked with a * are compulsory!

Use the list on page 3 as a check list. Tick off completed sections when you are done.

Final Submit

The final submit button becomes active (blue) when all the compulsory sections have been completed.

When you click on it:



Note

- The proposal disappears from your system
- The proposal is sent to the University Research Office
 - The RO (Yolanda, Ndhubazi) can re-open it for you to edit again
 - Eventually we will send it to the NRF on your behalf



Final Submit