



**KWAZULU-NATAL PROVINCE**

**HUMAN SETTLEMENTS  
REPUBLIC OF SOUTH AFRICA**

## CONTACT DETAILS

**FOR FURTHER INFORMATION ON ANY OF THE  
MENTIONED PROGRAMMES :**

Tel : 031 336 5300 / 5173 / 5195 / 5280


### ADDRESS YOUR APPLICATIONS TO :

Human Resource Development  
The Department of Human Settlements  
Private Bag X54367  
DURBAN  
4000

### PHYSICAL ADDRESS :

14th Floor  
Eagle Building, Murchies Passage  
353-363 Dr Pixley Kaseme Street  
Durban, 4000

 [kzndhs.gov.za](http://kzndhs.gov.za)

 (031) 336 5300 (DBN)  
(033) 392 6400 (PMB)

 [kwazulu-natal department  
of human settlements](https://www.facebook.com/kwazulu-natal-department-of-human-settlements)

 [@kzndohs](https://twitter.com/kzndohs)

 **0800701701**  
fraudhotline@kzndhs.gov.za

# YOUTH PROGRAMMES AND OPPORTUNITIES



**BURSARIES \* INTERNSHIPS \* WORK INTERGRATED LEARNING**

## STATE AIDED BURSARIES

The Department of Human Settlements in KwaZulu-Natal offers bursaries to exceptional performing matriculants and first year students who wish to pursue studies in the following related fields

- Environmental Management
- Architecture Studies
- Civil Engineering
- Project Management
- Town and Regional Planning
- Construction Management
- Quantity Surveying
- Human Settlement / Housing
- Property Management / Real Estate

### 1. How do I apply?

Complete a Bursary Application Form when the opportunity is advertised. (obtained from the Department's website ) with the following attachments:-

- A covering letter / motivation,
- Certified copy of identity document,
- Certified copy of matric results or statement of results for first year students,
- A short CV with at least two referees,
- Proof of registration and acceptance at an Institution and Proof of residence.

### 2. What if I am awarded the bursary?

You will sign a bursary contract with the Department of Human Settlements for the duration of your studies.

### 3. What if I fail a subject?

Should you fail a subject, you are required to repeat the subject at your own cost and submit proof before the Department pays for new module(s).

### 4. What does the Department pay for?

The Department will pay for registration fees, tuition fees, accommodation and meals

### 5. What happens if I need to change my field of study or institute?

You are obligated to inform the Department in writing of any changes and wait for approval before doing so.

## GRADUATE INTERNSHIP PROGRAMME

The Graduate Internship Programme equips unemployed graduates with necessary skills, knowledge, values and work experiences in order to improve their chances of employment within and outside the Public Service. Graduates are given the opportunity to obtain practical work experience in the disciplines they have studied towards.

### 1. What are the requirements?

You must have completed your studies at an accredited tertiary institution

### 2. How do I apply for an Internship Programme?

Complete an Internship Application Form (obtainable from the Department's website ) accompanied by the following attachments Certified copies of the following documents :-

- Identity document
- Senior Certificate
- Copies of all qualifications
- Statement of results (where certificate is not issued yet)

Letter issued by the tertiary institution indicating the number of credits obtained from the line study indicating that the degree/diploma has been completed

### 3. What happens if I am accepted into the Internship Programme?

You will sign a contract with the Department of Human Settlements that outlines the roles and responsibilities of the Intern and the conditions of employment.

### 4. What do I get paid for while on the Internship Programme?

The amount varies and will be in line with the Departmental Policy at the time

### 5. How long is the Internship Programme?

24 months

### 6. Can I apply for vacant posts in the Department?

Yes you may apply. The recruitment and selection processes apply.

### 7. Can I attend training courses whilst on the Internship Programme?

Yes, this must be in line with the tasks you are performing.

## WORK INTEGRATED LEARNING (WIL)

Students that require in-service training benefit from this programme by obtaining practical exposure to the workplace so that they can complete their qualifications at eg. Technical Vocational and Educational Training Colleges OR National Diplomas from Universities of Technology

### 1. How do I apply for the WIL Programme?

Complete in an application form (obtainable from the Department) with certified copies of the following documents :-

- Identity document
- Senior Certificate
- Copies of all qualifications
- Statement of results (where certificate is not issued yet)
- Letter issued by the tertiary institution indicating the number of credits obtained from the line study.

### 2. What happens if I am accepted into the WIL Programme?

You will sign a contract with the Department of Human Settlements that describe all your roles and responsibilities as well as conditions of employment.

### 3. What do I get paid for while on the WIL Programme?

You will be paid a monthly stipend .The amount varies and will be in line with the Departmental Policy at the time.

### 4. How long is the WIL Programme?

A period from three (3) months to eighteen (18) months, depending on the nature of the qualification and tertiary institution.

### 5. What about Mentors?

Mentors are allocated to all learners to assist them in adapting to the work environment and provide advice and guidance regarding the duties allocated.

### 6. Can I attend training whilst on the WIL Programme?

Yes, this must be in line with the tasks you are performing.