



TUENDELEE SCHOLARSHIP AND ELIGIBILITY INFORMATION

1. Introduction

Tuendelee Foundation is a not for profit organisation whose purpose is:

- To facilitate access to quality tertiary education for students;
- To open up opportunities for internships and employment to its alumni;
- To provide recruiters, employers and partners with quality workforce or service providers for their industry requirements; and
- To create a pool of benefactors and sponsors that will ensure that a continuous cycle of resource provision and utilization is maintained for the benefit of all.

The Foundation provides financial aid for post-secondary studies to outstanding students who have no other means of financing their studies. The Foundation currently provides aid to Kenyan/resident students pursuing a Bachelor's degree in the Accounting and Finance field, CPA or ACCA; both locally and internationally. Applications for financial aid for courses outside the Accounting Field are currently not considered.

2. Types of Financial Aid

The Foundation offers financial aid in the form of Full or Partial Scholarships; Student Loans or a mix of the two options.

3. Target Group

Our current target demographic is:

- Graduating seniors from High School
- Students admitted to university or college/aspiring students
- Continuing college or university students in any year of study.

4. Method of Application

4.1 Application forms are available at www.tuendelee.org.

4.2 All applications must be submitted directly to the Foundation accompanied by the following:

- a) A personal statement/motivation letter describing the applicant's career objectives, aspirations, plans after graduation (in not more than 500 words);
- b) A recent passport-size photograph

- c) Completed application form
 - d) Any other document provided for in the application form.
 - e) Two Letters of recommendation (Recommendation letters can be by previous high school principal, university/college where one is admitted, area chief/religious leader. Letters must not be by a family member or relative.)
- 4.3 All applications shall be submitted at least one month before the intended reporting date. Late or incomplete applications will not be accepted.
- 4.4 The successful applicant will be required to complete an annual financial review status in lieu of a re-application.

5. Eligibility

To be considered for the scholarship or loan, one must:

- a) Be Kenyan citizen [*NB: students who are Kenyan residents can apply*]
- b) Be between 18 - 30 years of age. (Applicants younger than 18years who have completed their secondary education will only be considered for scholarships)
- c) Have Interest in accounting/ finance
- d) Be accepted and have an acceptance/admission letter to study an accounting/finance course; or already enrolled to study an accounting/finance course at a reputable University/College in Kenya.
- e) Meet the academic and University/College requirements of the course applied for.

6. Basis for Selection

In determining awardees of the Foundation scholarships or student loans, the Scholarship Selection Committee will take into account not only academic achievement¹ but also:

- (a) Genuine financial need²;
- (b) Ability of applicant to demonstrate thoughtful and coherent educational and career plans³;
- (c) Applicant's interests and achievements⁴;

¹ This shall be based on academic transcripts and examination certificates where applicable. Additionally, a testimony as to scholarly excellence provided by a letter of recommendation by the Institution may also be considered.

² This is based on the financial information that is provided in the application form/annual finance review form, information provided by letters of recommendation and reinforcing narrative personally provided. It could also include confirmation from third party sources.

³ This is based on the information provided in the application form, the personal statement describing the applicant's career objectives, aspirations, plans after graduation and information by reinforcing narrative personally provided.

⁴ This is based on the information that is provided in the application form, the personal statement describing the applicant's career objectives, aspirations, plans after graduation and information by reinforcing narrative personally provided. It will also include past performance.

- (d) Potential to achieve their goals;
- (e) Applicant's ability to succeed in a foreign academic environment⁵

7. Selection Process

- 7.1 The Scholarship Selection Committee reserves the right at its discretion to approach any organization, establishment or individual to check the substance of all statements made by any applicant. Applicants shall be requested to give consent to any one of the Colleges or Universities for providing such personal and academic information as may be deemed necessary by the Scholarship Selection Committee to consider the application.
- 7.2 All applications are subject to screening and only those deemed suitable will be eligible for further consideration and interview by the Scholarship Selection Committee. All decisions of the Scholarship Selection Committee are final and neither the committee, nor any member thereof, will under any circumstances be required to explain to applicants or their representatives why any application has been accepted or declined.
- 7.3 While the preliminary evaluation of each application will be based on the details submitted by applicants in writing, in cases where final selection require applicants to attend a personal interview, no scholarship will be awarded without such an interview.
- 7.4 The Scholarship Selection Committee has the discretion to renew the scholarship / loan / a mix of the two. Continuous support is guaranteed based on academic performance (75% pass rate required) and all rules of the institution are adhered to. Disciplinary action will impact subsequent awards.
- 7.5 The Tuendele Foundation Scholarship awards for non-tuition expenses (e.g accommodation, transport) are given only when academic year is on session.

8. Value of Award

- 8.1 The Foundation offers full scholarships or partial scholarships to students. This covers a range of fees and expenses necessary to support the applicant during studies. This could be:
 - (i) Tuition fees only (payable directly to the University/College);
 - (ii) Tuition fees, Exam Registration and Annual Membership Renewal Fee (where applicable) only;

⁵ This is specific to local/resident students applying for or studying outside Kenya. Tuendele Foundation will evaluate this aspect separately.

(iii) Tuition fees, Exam Registration and Annual Membership Renewal Fee (where applicable) and other non-tuition expenses/stipend.

(iv) Non-tuition expenses/stipend only

The Scholarship Selection Committee may, in their absolute discretion, make arrangements by way of supplemental awards, loans or such other means as they may think fit to assist Scholars in meeting their essential expenses so as to assist the scholar pursue their education.

8.2 The Foundation also offers student loans or a mix of a partial scholarship and a loan

8.2.1 **Student Loans Only**

Shall be offered with the following conditions:

Loan Conditions

(i) All loans must be reimbursed with an annual service charge of 5%.

(ii) Two guarantors are required to co-sign the loan agreement.

(iii) The payback period is five years, starting at the earlier of getting a job or six months after completion of course.

(iv) Where a beneficiary drops out, the loan amount should be due immediately if the beneficiary is a bad-leaver. However, for a good leaver, the payment period and terms shall remain the same.

8.2.2 **Mix of a Scholarship and a Loan**

In such as case, a percentage of the scholarship amount is considered as a loan. For the part which will be a loan, the conditions are as described in section 8.2.1 above.

The loan service charge if need be may be revised.

9. Terms and Conditions

9.1 The award of any Financial Assistance is conditional upon the candidate being selected for and taking up a place at one of the Universities or Colleges. The award of a Scholarship will not be made by the Scholarship Selection Committee without the candidate having been accepted by one of the Universities or Colleges.

9.2 For those seeking to cover only the examination fees, the award is conditional upon successful registration for the examinations.

- 9.3 By applying for and accepting a Tuendele Foundation Scholarship, the applicant agrees to and acknowledges the following:
- a) To conduct her/himself in a proper manner throughout the period for which the Scholarship is awarded; and utmost endeavours to complete their studies in allocated time period and achieve the best possible results in any tests or examinations which are part of the course.
 - b) To complete an annual report for the Foundation on the progress of their academic works, to which their tutors, course directors or supervisors will also be asked to contribute.
 - c) To the Foundation obtaining information from the Universities about their grades/progress during the course of studies.
 - d) To inform the Foundation in the event of any plan to change the course of study originally nominated when the Scholarship was awarded, and which will be subject to the written approval by the Scholarship Selection Committee;
 - e) To inform the Foundation of any changes in their financial situation; including HELB loan application process.
 - f) At all times to comply with the regulations of the University/College in which they are studying.
 - g) The Scholarship Selection Committee's right to terminate the Scholarship at any time for reasons of unsatisfactory conduct, breaches of University regulations, breaches of the regulations of the award, failure to make satisfactory progress, or conviction for any criminal offence on the part of the Scholar.
 - h) The Scholarship Selection Committee's right to terminate or amend the terms of the Scholarship for any reasons which they think fit without having to give a justification.
 - i) To inform the Foundation at the earliest opportunity in case the beneficiary falls seriously or terminally ill during the course of his/her funded academic year. In this case the grant can be put on hold and re-activated on recovery.
 - j) The Foundation's right to publish an annual update containing details of the Scholars during their studies and their academic progress.

10. List of Documents Required (checklist)

- (i) A personal statement/motivation letter describing the applicant's career objectives, aspirations, plans after graduation (in not more than 500 words);
- (ii) A recent passport-size photograph;
- (iii) Completed and signed application form;
- (iv) Two Letters of recommendation
- (v) Any other document as provided for in the application form:
 - a. Certified Fee Structure from University/College
 - b. Quotation for all non-tuition expenses
 - c. Result slips and certificates
 - d. Pay Slips/M-pesa/bank statements (proof of employment//self-employment)
 - e. Copy of filed submitted HELB Application Form
 - f. Transcripts and progress reports (for continuing students)
 - g. Copy of identification document (National ID card or Passport)
 - h. Copy of birth certificate