**Nanoteq Bursary Department**

**info@nanoteq.com**

*(Insert your full address here)*

**NANOTEQ BURSARY COVERING LETTER**

Dear Sir/ Madam

Please accept this covering letter as my application for the Nanoteq bursary. I am currently studying (*insert the course you are studying here*) at (*insert the tertiary institution you are studying at here*).

Please find below my personal details:

|  |  |
| --- | --- |
| Full Name: |  |
| Identity number: |  |
| Gender: |  |
| Race: |  |
| Telephone number: |  |
| Email address: |  |
| High School attended: |  |
| Year of Matriculation: |  |
| Matric final results: |  |
| Tertiary institution I am attending: |  |
| My course of study: |  |
| Current year of study: |  |
| Date I started studying: |  |
| Student number: |  |

My latest tertiary results:

|  |  |
| --- | --- |
| **Subject** | **Percentage** |
| *(insert your subject here)* | *insert your % here* |
| *(insert your subject here)* | *insert your % here* |
| *(insert your subject here)* | *insert your % here* |
| *(insert your subject here)* | *insert your % here* |
| *(insert your subject here)* | *insert your % here* |
| **Overall Average** | *insert your % here* |

*(Please insert a few reasons why you think you should be awarded the bursary (motivational letter).*

*A few pointers:*

*What skills and talents do you have that you could offer the company?*

*What makes you stand out from other applicants?*

*What obstacles have you overcome (both personal and in your studies)?*

*How would receiving this bursary enrich your life and lives are your family/ community members?*

Please find attached:  
1) Copy of my Identity Document

2) My full academic record

If you need any further information, please do not hesitate to contact me via my details below.

Thank you for considering my application.

*(insert your full name here)*

*(sign here)*

Mobile: *(insert your mobile number here)*

Email: *(insert your email address here)*

*PLEASE NOTE THIS IS DOCUMENT IS MERELY A TEMPLATE TO ASSIST YOU AND IS BY NO MEANS AN OFFICIAL DOCUMENT OF THE BURSAR, PLEASE FEEL FREE TO EDIT.*