

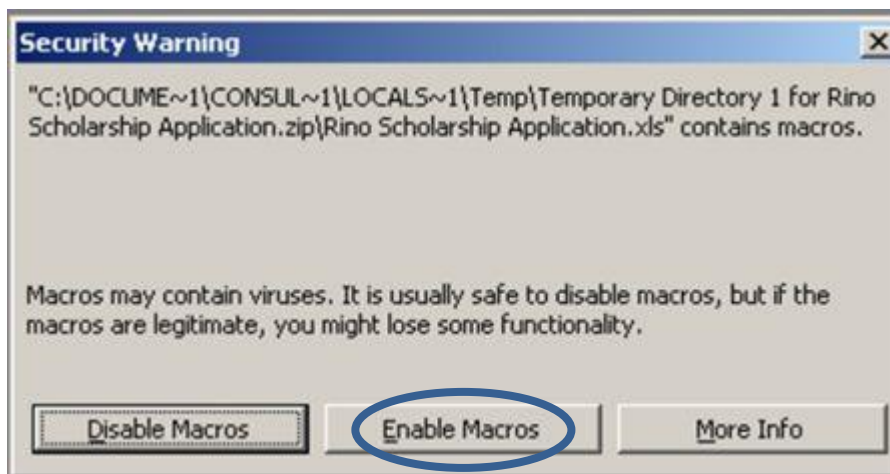
In order for this application form to work properly macros need to be enabled in Excel. Follow the instructions below to enable these macros in your Excel 2003 document.

## **Microsoft Office 2003**

**1. If your Macro Security Setting in Excel is set to 'low', it will automatically run the macros in the Rino Scholarship Application form.**

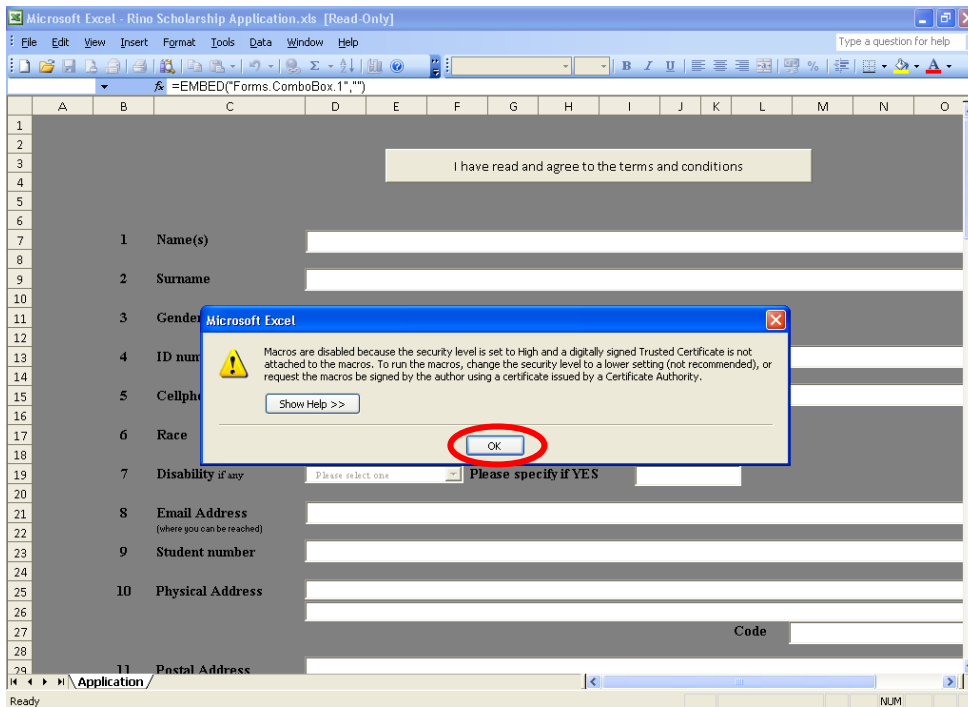
If you are not prompted by any pop-up messages or security warnings, this means that the macros have been automatically enabled. The Rino Scholarship Application form is now ready to be used.

**2. If your Macro Security Setting in Excel is set to 'medium', you will be prompted with the following message when you open the Application form:**



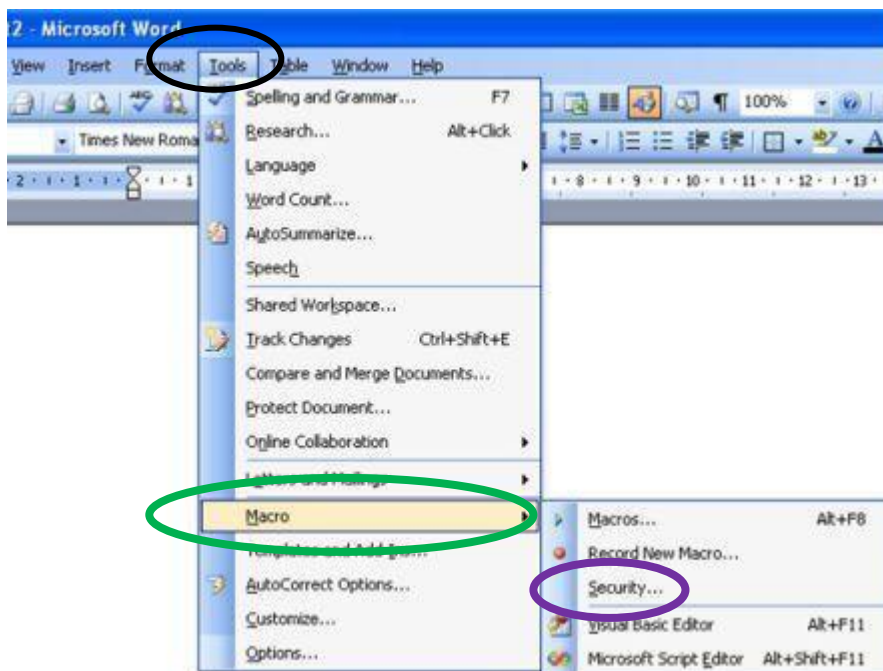
1. Click on **Enable Macros**.
2. The Rino Scholarship Application form is now ready to use.

3. If your Macro security setting is set to 'high', Excel 2003 will automatically disable macros and the following message will appear when you open the application form:

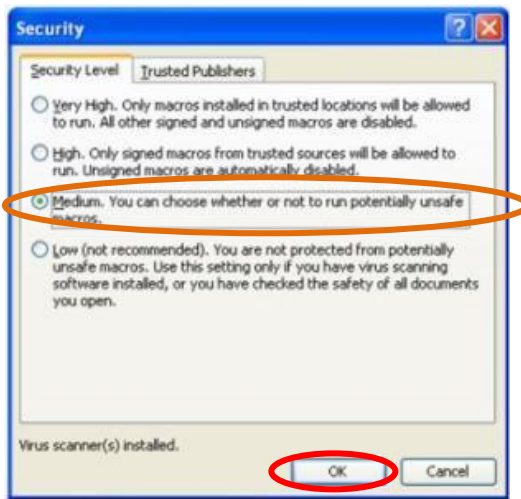


To enable macros:

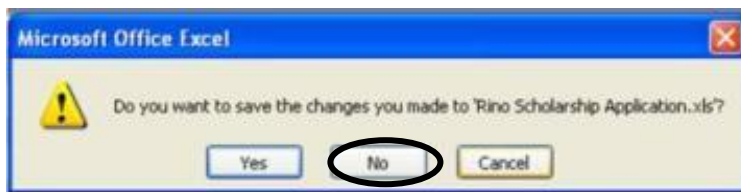
1. Click **OK**
2. Select the **Tools** menu option and then select **Macro** and **Security**.



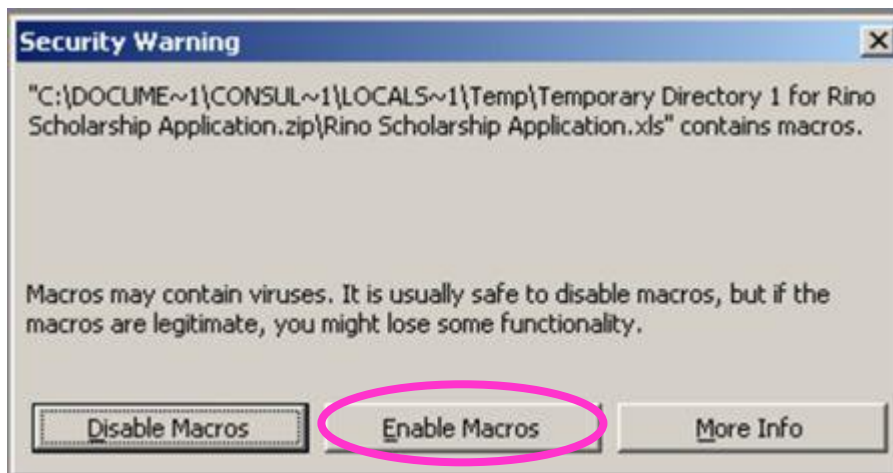
3. In the resulting **Security** dialog, set the security level to Medium by clicking the **Medium** radio button.



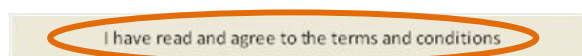
4. Click **OK**
5. Close the Rino Scholarship Application form. If prompted to save changes, select **No**



6. Open the file again and click the **Enable Macros** button when prompted to allow for the unsigned macro to run.



7. To active the Rino Scholarship Application form, you need to accept the terms and conditions of the Scholarship by clicking on the **I have read and agree to the terms and conditions** button at the top of the form:



8. The terms and conditions are available on the Rino website under the Scholarship page – <http://www.rino.co.za/Scholarship.aspx>
9. The Rino Scholarship Application form is now ready to use.