



Guidelines for Payments of NRF Postgraduate Scholarships

This document serves to provide guidance to the institution on the payment of postgraduate awards under the NRF postgraduate policy. It is only to assist institutions in understanding and managing the payment process. The guidelines are by no means dictating how the institution should manage these awards.

General Regulations and Guidelines:

1. The policy requires payments to be made to postgraduate grantholders on a monthly basis.
2. The grantholder should have a valid transactional bank account into which funds can be paid. The bank account must be in the name of the grantholder. Payment to third parties will not be allowed.
3. Applicable allowances:
 - a. Living and transport allowance, Food allowance and Accommodation (university owned accommodation or private rental accommodation) expenses will be paid out on a monthly basis. However, students using university accommodation facilities and university catering and meals, will not be paid out a monthly meal allowance.
 - b. The partial cost of study (**PCS**) will cover **tuition fee and accommodation costs only** for students that are residing in university owned accommodation or private rental accommodation. In the event that a student is not residing in university owned accommodation or private rental accommodation, they will be eligible for **tuition fee and living and transport allowance only**.
4. Tuition fees must be deducted from the scholarship as per institutional invoice on actual programme costs, including registration costs and will not be paid over the capped NRF amount.
5. Grantholders should be allowed to register for the study without paying the upfront registration fees. However, university administration costs (application fees) have to be paid upfront by the grantholder according to the institutional requirements and processes.
6. Electronic study device allowance is paid once-off during the tenure of NRF support at postgraduate level. It is not paid out per level of study or annually under the award. The students will have to provide three (3) quotes from three (3) different service providers and the cheapest quote should be considered.
7. The assistive technology device is only applicable to persons living with a disability through a separate application process.

8. Grant reconciliations will be performed by the NRF with the Postgraduate Office and the Institutional Financial office during the course of the year of the award to verify actual expenditure and adjustments will be made under the scholarship value in accordance with the actual expenditure.
9. **Unspent funds** - All unspent tuition, accommodation and electronic study device funds should be returned to the NRF by 30 September of the year of award.

Category	Funding per level of Postgraduate Student (per annum)						Payment Guidelines
	Honours		Masters		Doctoral		
	FCS	PCS	FCS	PCS	FCS	PCS	
Living and Transport allowance	R12 000	n/a	R30 000	n/a	R48 000	n/a	<p>Monthly stipends should be paid out every month. For example, Honours students should receive R1 000 every month for 12 months or depending on the university's academic calendar year.</p> <p>Living and transport allowance will be used at the discretion of the student towards the support of their studies. The amounts vary at different levels of study and should be paid out monthly to the student.</p>
Food allowance	R27 000	n/a	R27 000	n/a	R27 000	n/a	<p>Monthly stipends should be paid out to students not receiving university catering and meals. For example, students should receive R2 250 every month for 12 months or depending on the university's academic calendar year.</p>
Maximum accommodation allowance	R53 350	R53 350	R64 020	R64 020	R64 020	R64 020	<p>Accommodation fee will be capped and paid as per invoice to students not using university accommodation facilities. Limited to a maximum cost of the equivalent university-owned on-campus accommodation at a particular institution.</p> <ul style="list-style-type: none"> • A lease agreement has to be in place for private rental accommodation. • Accommodation allowance cannot be processed if the leasing agreements under private accommodation are not in the name of the student as the sole or co-lessee if applicable. • Students residing at home or with relatives do not qualify for the accommodation allowance.

Category	Funding per level of Postgraduate Student (per annum)						Payment Guidelines
	Honours		Masters		Doctoral		
	FCS	PCS	FCS	PCS	FCS	PCS	
							<ul style="list-style-type: none"> If the property is owned/mortgaged by the student and/or their parents/guardians, the student will be deemed to be living at home and will therefore not be eligible for the accommodation allowance. This includes properties held in family trusts where the student and/or their parents/guardians are beneficiaries of the trust.
Maximum tuition fees	R52 350	R52 350	R41 880	R41 880	R31 410	R31 410	Tuition fee will be capped and paid as per invoice. Tuition fee is the agreed institutional fee for the actual programme of study. Registration fee should be included in the tuition fee. Qualifying NRF-funded students are not required to pay registration fee upfront.
Total	R144 700	R105 700	R162 900	R105 900	R170 430	R95 430	
Electronic study device allowance	R10 000	n/a	R10 000	n/a	R10 000	n/a	The electronic study device allowance will be provided as a once-off for the duration of the postgraduate studies. Three (3) quotes or invoices are required. Only one electronic device that is relevant to the research or study will be allowed e.g. laptop, recorder etc. Smartphones or similar will not be considered.
Maximum assistive technology device*	R20 000	n/a	R20 000	n/a	R20 000	n/a	Separate application process <i>via</i> the NRF Online Submission System. Three quotes required and must be attached to the request. Cheapest quote will be chosen.

**An assistive device is defined as any device, product, equipment or tool that is designed or adapted to enable persons with disabilities to participate in activities, tasks or actions including: (i) mobility aids such as wheelchairs, prostheses and crutches as well as service animals (ii) communication aids such as hearing aids, Frequency Modulation (FM) systems; (iii) sensory aids such as white canes; noise reducing headphones and coloured lenses (iv) technology aids such as computers for alternate and augmentative communication, screen readers, magnifiers, texts in audio format (Strategic Policy Framework on Disability for the PSET, 2018).*