



Guidelines for Payments of NRF Postgraduate Scholarships 2021

This document serves to provide guidance to the institution on the payment of the postgraduate award 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 or quarterly 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 grant holder/student, payment to third parties will not be allowed.
3. Personal care/living allowance, meals/food allowance and accommodation expenses will be paid out on a monthly or quarterly basis. However, students using university accommodation facilities and university catering and meals will not be paid out a monthly/quarterly meal allowance.
4. Tuition fees can 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 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 full allowance can be paid to the student.
7. The assistive technology device is only applicable to persons living with disabilities through a separate application process.
8. The scholarship does not cover transportation costs and students are therefore encouraged to reside close to the university which they are attending.
9. 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 adjustment will be made under the scholarship value in accordance with the actual expenditure.
10. **Unspent funds** - All unspent tuition and accommodation 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	
Personal care/living allowance	R12 000	n/a	R30 000	n/a	R48 000	n/a	<p>Monthly or quarterly stipends should be paid out every month. For example, Honours students should receive R 1 000 every month for 12 months, or R3 000 every quarter or depending on the university's academic calendar year.</p> <p>Personal care or living allowance will be used at the discretion of the student towards the wholesome support of their studies. The amounts vary at different levels of study.</p>
Meal/food allowances	R27 000	n/a	R27 000	n/a	R27 000	n/a	<p>Monthly/quarterly stipends should be paid out to students not receiving university catering and meals. For example, students should receive R 2 250 every month for 12 months or depending on the university's academic calendar year.</p>
Maximum accommodation allowance	R50 000	R50 000	R60 000	R60 000	R60 000	R60 000	<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"> • Accommodation allowance can only be approved for university accommodation or private accredited accommodation i.e. accommodation that has been identified by the university as suitable for students and where the university has an association with the leasing agency. • A lease agreement has to be in place from an accredited private accommodation. If no proof from an accredited private accommodation is available then allowance will not be processed. • Accommodation allowance cannot be processed if the leasing agreements under private accredited accommodation are not in the name of the student. • A bond in the student's name is not considered private accredited accommodation.

Maximum tuition fees	R50 000	R50 000	R40 000	R40 000	R30 000	R30 000	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 to be included in the tuition fee. Qualifying NRF funded students are not required to pay registration fee upfront.
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. The full allowance can be paid to the student.
Total	R149 000	R100 000	R167 000	R100 000	R175 000	R90 000	
Maximum assistive technology device*	R20 000	n/a	R20 000	n/a	R20 000	n/a	Separate application process via 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).*