

WHAT HAPPENS IF I DO NOT MEET THE REQUIRED GPA?

The minimum required GPA is 3.0 during the term of the sponsorship. Should the required GPA fall below the minimum required pass rate, TSLB will continue to pay for any new units and the first repeats of any courses/units (under TELS upon application) that the student is enrolled for during the term of sponsorship.

However, if your required GPA falls below 2.0, the following procedures will apply:

- You will be notified by TSLB that your performance is under review and that you are on probation. You will be paid whilst you are on probation.
- If you meet the required minimum Pass Rate in the term you are on probation, the probation status will be removed in the following term and you will be reinstated.
- If you do not meet the required minimum Pass Rate in the term you are on probation, your award will be suspended for the following term. You will not receive any payment while your NTS is suspended.
- If you meet the required minimum Pass Rate in the term you are suspended, your award will be reinstated in the following term and payments will resume.
- If you do not meet the required minimum Pass Rate in the term you are suspended, your award will be terminated and no further payments will be made.

REQUIREMENTS UPON COMPLETION OF STUDIES

Upon completion of studies under the award, the recipient must submit and keep TSLB updated on the following:

- Program Completion Letter from the Higher Education Institution;
- Complete Academic Transcript and Certificate upon Graduation;

The following must be submitted to FRCS following the completion of studies and graduation:

- Employment Contract letter (s) until the bond period is fully served;
- For any change(s) in employment, notification in writing must be sent to FRCS.

FRCS will issue you a final clearance upon full service of the bond period and full repayments of any units done under TELS during the sponsorship with any accrued interest.

WILL I GET MY ALLOWANCES AND TUITION PAID IF I HAVE NOT SUBMITTED THE BOND FORM/PERIODIC REPORTS?

Your fees and/or allowances will **not** be paid until TSLB receives the signed offer letter and the bond document for new students, and enrollment confirmations from the University for existing students.

ACCOMMODATION

All accommodation arrangements shall be the sole responsibility of the student. TSLB will not be involved in any way.

WILL THE FIJIAN GOVERNMENT/TSLB PROVIDE ME WITH EMPLOYMENT AFTER GRADUATION?

No. After graduation students are to seek employment for themselves and advise FRCS on the employer details with a copy of the contract/employment letter for the purpose of bond service monitoring.

COMMUNICATION/CORRESPONDENCE

TSLB will send all correspondence regarding your application or any other issues relating to the administration of the scheme to the email address you have provided in your application form.

If you change any contact details post the application, during your studies or post-graduation until such time you have fully served the bond, you must advise TSLB of the change (s) in writing.

Please note that if you do not respond to requests for information by TSLB by the due date (s), your scholarship may be suspended or terminated.

For more information, please contact:

TERTIARY SCHOLARSHIP AND LOANS BOARD

HEADQUARTERS: SUVA

26 McGregor Road
Fiji Nursing Association Building
Suva
Postal Address: Private Mail Bag
Government Buildings
Suva
Phone: 8921240
Email: enquiries@tslb.com.fj

REGIONAL OFFICE: WEST

Ground Floor
Rogorogo I Vuda House, Lautoka
Phone: 8921253
Email: tsלבwest1@tslb.com.fj

REGIONAL OFFICE: NORTH

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Website Address:
www.tslb.com.fj



Tertiary Scholarship
And Loans Board



Tertiary Scholarship and Loans Board

“Building a Smarter Fiji”

NATIONAL TOPPERS SCHOLARSHIP (NTS)



THINGS I MUST KNOW

AFTER GETTING THE AWARD

Disclaimer:

This brochure contains information that is current at the time of publication and may be changed based on any changes to the policies and requirements of the Fijian Government. Visit www.tslb.com.fj for updates and further information. Where your legal rights are involved/concerned, do not rely on this brochure. Instead, review the law yourself or consult your Attorney.

CAN I CHANGE MY PROGRAM /MAJOR/ MINOR/ INSTITUTION AFTER SIGNING THE BOND?

You are allowed to change either the program/major/minor/institution once only during the duration of sponsorship, provided that the changes are requested by you before the commencement of the second year of studies if you are a non-medical studies student or before the commencement of the third year of studies if you are a medical student on an annualized program.

For any subsequent change in program, major/minor, institution, if approved, you are liable to pay the difference in fees or any other expenses that may be incurred.

However, no change in program from the priority area of award to another area will be granted, for example, from Commerce to Social Sciences.

Any change in program/major/minor/institution must be prior approved by TSLB in writing. Changes done without the approval of TSLB will result in the termination of the award. Students must apply for change (s) using the appropriate forms available on the TSLB website.

WHAT HAPPENS IF I DISRUPT MY STUDIES?

Disruption of studies means that you decide not to complete the program of study or to prematurely end your studies. This means you are terminating your agreement.

Upon the termination of the award, the student will be required to repay the monetary value the Fijian Government has expended on their studies from the commencement date till the termination of the award together with the applicable penalty rate at the time of termination in one single payment or under any other arrangement with the Fiji Revenue and Customs Service ("FRCS"). FRCS's discretion is unfettered. All payments must be made to FRCS.

CAN I TRAVEL OUTSIDE FIJI DURING THE BOND PERIOD?

Yes, you may. However you need to apply to FRCS 7 days in advance for temporary release, otherwise you may be restricted from departing Fiji.

HOW DO I SEEK APPROVAL TO TRAVEL OVERSEAS DURING THE BOND PERIOD?

You have to apply for the temporary release to travel with FRCS at least 7 days prior to your planned departure by submitting the following documents:

- Duly completed form IRS458 available on www.tslb.com.fj or www.frcs.org.fj.
- Letter from TSLB to confirm outstanding loan or bond service amount.
- E-ticket/Itinerary.
- Employment Contract Letter and Recent Salary Slip (if employed).
- Letter from employer or confirmation of overseas leave approval.
- Guarantors' Pay Slips or Bank Statements.
- Travel Bond Form duly signed by Guarantors.
- Guarantor's TIN letters or copy of FRCS/FNPF Joint Card .

Additionally, the student maybe required to pay a certain percentage of the dues to the Fijian government. FRCS reserves the right to impose any other conditions.

HOW WILL MY ALLOWANCES FOR EACH ACADEMIC TERM BE CALCULATED AND PAID?

- Allowances for each academic term will be calculated based on the academic load.
- You must enroll in the full academic load of the program of your study as per the academic regulation of the Higher Education Institute of your choice.
- A study load of less than 50% of the full load in an academic term is deemed to be a part-time load and may lead to the termination of the award and/or payment of the allowances on a pro-rata basis.
- For Example, if your total allowance is \$2000.00 per term, you are enrolled for only 3 units and the required full load is 4 units, then the total allowance paid for the academic term will be calculated as 3/4 of \$2000.00, i.e. \$1500.00.
- Any courses which are not part of the TSLB approved program or additional courses required by the HEI's (such as free courses, Professional Accreditation courses etc.) are excluded for the purpose of calculating academic load.
- TSLB reserves the right to pay your allowances in one or more batches. For example, 50% before the mid term break and 50% after the break.

EXTENSION OF SCHOLARSHIP

Your NTS duration may be extended on the grounds accepted by TSLB such as medical reasons, bereavement, National duties and disruption to the studies due to an Act of God. However no extension will be granted for NTS overseas scholarship.

CAN NTS BE SUSPENDED/TERMINATED?

Suspension of the Scholarship means that the award is put on hold for one or more academic term. Once a student is suspended from the scholarship, the student is required to fulfill the requirements of the offer letter before the award can be reinstated.

Termination of the award means that the scholarship is prematurely brought to an end for various reasons. Once the Scholarship is terminated, the same cannot be reinstated.

WHAT ARE THE GROUNDS FOR SUSPENSION/TERMINATION?

The Scholarship will be reviewed on a term to term basis and your award will be immediately suspended or terminated if you:

- Fail to meet the required GPA for each academic term;
- Fail to maintain and take full academic load as per the eligibility criteria of the Higher Education Institute of your choice for each academic term amidst the duration of the program under the award;
- Are academically suspended/terminated by the Higher Education Institute;
- Abandon your studies without the prior approval of the board;
- Are deregistered for any reason including disciplinary action instituted by the Higher Education Institute;
- Change your programme/major/minor/institute without the prior approval of the Tertiary Scholarship and Loans Board;
- Provide false and misleading information to the Board with an objective of gaining financial advantage;
- Are required to repeat a semester/years' work in order to complete your programme.

CAN I APPEAL MY NTS SUSPENSION?

Students who have been suspended by TSLB from NTS can appeal to the Solicitor General's Office in writing stating clearly the grounds for appeal within 14 days of receipt of the suspension letter from TSLB. If the appeal is successful, NTS will be reinstated.

DOES TSLB PAY FOR THE REPEAT COURSES/ UNITS UNDER NTS ?

No, However, the cost of only one failed unit (s) after 1 August 2017 already funded under the award, can be paid under TELS once per annum upon receipt of the NTS to TELS switch form available on the TSLB website. Any subsequent repeat of unit (s) already funded by TSLB twice will need to be borne by the student. NO units failed under NTS Overseas scholarship will be funded by TSLB.

HOW CAN MY NTS BE REINSTATED?

After serving your suspension period, you need to apply for the reinstatement of your NTS award by filling and submitting the change in particulars form with the required documents. This must be done within a maximum period of one term for non-medical students and one year for medical students. Failure to do so may result in the termination of your NTS award.