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Postgraduate Funding FAQs 2022

POSTGRADUATE FUNDING – FREQUENTLY ASKED QUESTIONS 2022

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1. How do I get in contact with the Postgraduate Funding staff?

The Postgraduate Funding Unit is assisting all students remotely via MS Teams and in person. Please send an email to postgradfunding@sun.ac.za or visit our website [here](#) for more information on the funding instruments that we manage.

2. Is there funding for part-time studies at Postgraduate level?

No there is no funding for part time students at Stellenbosch University postgraduate level.

3. When will my scholarship stipends still be paid for 2022?

Yes, the Postgraduate Office will process all bursary payments as soon as the required documents are submitted per funding instrument. Please check your award letters and note that you must be registered to receive your stipends or living allowances. Students must ensure that their banking details are correctly captured on the University system. Please visit our [website](#) and contact the relevant coordinator for assistance.

4. Does the Postgraduate Funding Office offer loans to postgraduate students?

Kindly note that Stellenbosch University does not offer a loan scheme at postgraduate level. You can contact www.fundi.co.za should you be interested in a loan programme.

5. Does the Postgraduate Funding Office fund PGCE students?

No the PG funding office does not fund PGCE students however you can contact our Client Services (info@sun.ac.za 021 808 9111) or Mr Marc Ruiters marcr@sun.ac.za (021 808 9386) and they would be able to assist you.

6. When should I apply for postgraduate funding opportunities?

You should be applying for funding support in the year prior to in order for us to provide for a review and funding decisions to take place and these funding opportunities typically open around May/June.

7. I'm an international student do I qualify for funding at Stellenbosch University?

Yes there is however very limited bursaries for international students especially those who do not have a previous degree from a South African institution. Students are advised to read the guidelines on our website www.sun.ac.za/pgofunding for more information.

8. Can you send me a quotation or invoice for my programme of study?

You can generate a provisional quotation of fees online for the full quotation of fees for the year. Please go to www.maties.com > Fees > Provisional statement of fees (quotation) > Request a more detailed provisional statement of fees (quotation).

For this quotation you will need to select modules for your specific programme of study which can be found in the University calendars here: <http://www.sun.ac.za/english/faculty/Pages/Calendar.aspx>. Select the correct calendar for your faculty and find your programme in the faculty calendar to select your modules.

Also see our website for all payment methods and payment dates. Here is the link: <http://www.sun.ac.za/english/maties/Pages/Fees-PaymentOptions.aspx> . Alternatively you may contact the Student Fees Offices at 021 808 4521/4913 or studentaccounts@sun.ac.za

9. I am currently receiving a scholarship from an external funder – what is required from me?

We urge all bursary / scholarship-holders to study their signed bursary agreement or scholarship contract document for specific obligations. Progress reports for [most] scholarships (i.e. the National Research Foundation) will still be required.

10. Bursaries not appearing on MySUN portal for students?

When bursaries don't appear on the MySUN portal for a particular student it means they are not eligible or qualify for it based on academic and financial reasons. Only bursaries that the student is eligible for are visible and can be applied for.

11. Requests for academic records?

Unfortunately, our office is unable to assist. Please contact Mr Samuel de Beer (sdb@sun.ac.za) for assistance pertaining to your request below.

12. Getting a PDF fees quote from the university?

The study can be found on the www.maties.com website under the Fees heading.

A provisional quotation can be done online, by clicking on the following link: <https://web-apps.sun.ac.za/student-fees-estimate/#/home> . Should you encounter difficulties, please contact Mr Sean Davidse within the Student Fees Office at seand@sun.ac.za

13. Merit Bursaries at Postgraduate Level?

We currently don't administer or provide merit bursaries at this point in time for our postgraduate students. We advise that students contact their academic departments for more information regarding the issue at hand.

14. I am receiving an NRF Honours Scholarship and I need some assistance.

Please send an email to Mrs Tammy Abrahams (tammya@sun.ac.za) for assistance.

15. When will the NRF Outcomes be available for Masters and Doctoral (General, TWAS, Grant-holder linked and Extension) applicants'?

The NRF has made an undertaking to announce outcomes before the end of December of each year. The NRF outcome will be emailed to you by the Designated Authority (DA) from Stellenbosch

University. The NRF outcome will also be published on the NRF's website:
https://www.nrf.ac.za/Bursaries_Outcomes

16. When will I receive the NRF Outcome letter and the scholarship Conditions of Grant?

The Outcome letter and the scholarship Conditions of Grant can be found (downloaded) on the NRF Submission System on the Landing Page, under the **Tracking of Applications** Section.

17. How do I accept the NRF scholarship?

The Postgraduate Funding Office will share a guideline document will be provided via email to Successful applicants for Accepting the Award, when the stipends will be paid, etc.

18. Can I accept the NRF scholarship if I am not registered for the degree as per my NRF application?

No. You must officially register for the degree as per the NRF application. If you decide to enrol for a different degree, then you would need to submit a project-change letter of motivation (endorsed by your prospective supervisor) to betina@sun.ac.za

19. I was awarded the NRF scholarship for Masters study and applied with my final year undergraduate degree average. I have completed my Honours degree and obtained below 65%; can I accept the NRF scholarship?

No. The university is required to verify the mark obtained in the previous degree. If an academic mark of 65% was not obtained, the applicant cannot accept the scholarship.

20. I was awarded the NRF scholarship for Doctoral study and applied with my Honours degree average. I have completed my Masters degree and obtained below 65%; can I accept the NRF scholarship?

No. The university is required to verify the mark obtained in the previous degree. If an academic mark of 65% or above was not obtained, the applicant cannot accept the scholarship.

21. I was awarded the NRF PCS scholarship based on my academic mark of my previous degree (65-74%), but I have obtained my updated results and I obtained more than 75%. Can I be considered for the FCS?

Yes, if a student was awarded PCS but is eligible for FCS, proof of academic merit (>75% for the previous degree) as well as a formal request for reconsideration must be submitted to the NRF via the institutional research office.

22. I was awarded the NRF PCS scholarship, but I applied to be considered under Financial need as I am/was a NSFAS or ISFAP recipient. Can I be considered for the FCS scholarship?

Yes, if a student was awarded PCS but is eligible for FCS, proof of NSFAS funding or confirmation of financial need by ISFAP/NSFAS as well as a formal request for reconsideration must be submitted to the NRF via the institutional research office.

23. I cannot accept the NRF scholarship for my Masters or Doctoral study as my previous degree is incomplete. Can my scholarship be deferred?

Yes, an award can be deferred to the second semester of the year of award. The student will have to write a formal letter, along with a supporting recommendation of the supervisor to the NRF requesting such a deferment with an explanation of why the deferment is required. This letter should be submitted to the DA of the university. **Note:** Deferments to the next year are not allowed.

24. Do I have to pay registration fees?

No. You may use the NRF Outcome Letter as proof of bursary in order to register.

25. I have been awarded the NRF scholarship, but my project has changed, my supervisor has changed and I need to transfer my scholarship from another institution.

PLEASE NOTE: Students that are awarded funds linked to the Grantholder linked project of the supervisor cannot change without prior consultation with the Grantholder/supervisor.

Please see the required documentation below for the various change scenarios:

I am transferring from another institution and changing my supervisor and project

- a letter of request to the NRF from the student requesting a change in institution, supervisor and project indicating the reasons thereof,
- a letter of release from the initial supervisor,
- and a letter from the new supervisor supporting the transfer request and that the supervisor will be accepting responsibility to supervise the student until the completion of the project including the expected completion date.
- Proof of registration for the current year

In the case of the change of project or field of study the student is required to submit the project information:

- Problem Statement
- Aims and Objectives
- Methodology and Proposed Research Plan
- Anticipated Outputs
- Potential Impact
- Alignment to National Imperatives

My supervisor has changed

- a letter of request to the NRF from the student requesting a change in supervisor indicating the reasons thereof,
- a letter of release from the initial supervisor,
- and a letter from the new supervisor supporting the transfer request and that the supervisor will be accepting responsibility to supervise the student until the completion of the project including the expected completion date.

I have changed my Field of study

- a letter of request to the NRF from the student requesting a change in Field of Study indicating the reasons thereof,
- a letter of release from the initial supervisor,
- and a letter from the new supervisor supporting the Change in field of Study request and that the supervisor will be accepting responsibility to supervise the student until the completion of the project including the expected completion date.

In the case of the change of project or field of study the student is required to submit the project information:

- Problem Statement
- Aims and Objectives
- Methodology and Proposed Research Plan
- Anticipated Outputs
- Potential Impact
- Alignment to National Imperatives
- Details of Research: Alignment to National Imperatives

My project has changed

- a letter of request to the NRF from the student requesting a change in Project indicating the reasons thereof,
- and a letter from the supervisor supporting the Change in Project request and that the supervisor will be accepting responsibility to supervise the student until the completion of the project including the expected completion date.

As well as the project information:

- Problem Statement
- Aims and Objectives
- Methodology and Proposed Research Plan
- Anticipated Outputs
- Potential Impact
- Alignment to National Imperatives

My supervisor and project has changed

- a letter of request to the NRF from the student requesting a change in supervisor indicating the reasons thereof,
- a letter of release from the initial supervisor,
- and a letter from the new supervisor supporting the transfer request and that the supervisor will be accepting responsibility to supervise the student until the completion of the project including the expected completion date.

As well as the project information:

- Problem Statement
- Aims and Objectives
- Methodology and Proposed Research Plan
- Anticipated Outputs
- Potential Impact
- Alignment to National Imperatives

26. Acknowledging the NRF on my thesis, publications, poster presentations, etc.

The scholarship-holder will acknowledge the financial assistance of the NRF as follows on the title page of the mini thesis/dissertation as well as in all papers and publications that emanate from the study:

The financial assistance of the National Research Foundation (NRF) towards this research is hereby acknowledged. Opinions expressed and conclusions arrived at, are those of the author and are not necessarily to be attributed to the NRF.

Note: If statements concerning the research are made to the media, it should be stated explicitly that the scholarship-holder initiated the research and that it should under no circumstances be regarded as research done on behalf of or commissioned by the NRF.

27. What is the duration of NRF support?

The period of support is calculated from the first date of registration of the postgraduate degree regardless of the NRF funding period. See table below:

Postgraduate Level	Years of support for Full-time studies
Masters	2 years
Doctoral	3 years
Masters upgrade to Doctoral	4 years
Extension Support for Masters and Doctoral	6 or 12 months

28. Can I hold other bursaries with the NRF Full Cost of Study (FCS) scholarship?

No. You cannot hold other bursaries with the FCS scholarship.

29. Can I hold other bursaries with the NRF Partial Cost of Study (PCS) scholarship?

Yes. The PCS covers tuition and accommodation. Only up to the maximum amount of the Living and Meal allowances can be allowed from non-governmental sources. Please consult the DA before proceeding with accepting funding from other sources first.

30. I have NRF FCS/PCS scholarship and my tuition, and my accommodation costs are more than the NRF capped amount – can I hold funding from other sources to cover the shortfall?

Yes, only the shortfall can be allowed from non-governmental sources. Please consult with the Designated Authority of Stellenbosch University before proceeding with the acceptance of another source of funding.

PLEASE NOTE: Funding from other government sources cannot be held with the NRF FCS and PCS scholarships.

31. Am I required to submit a NRF Progress report?

Yes, all students funded by the NRF for FCS, PCS, TWAS, Innovation, Scarce Skills, SASAC are required to complete a progress report either for continuation of funding for the 2022 academic

year or a completion report. Refer to the guidelines on the completion of the Progress report received via email from the DA.

PLEASE NOTE:

FCS and PCS are required to submit 2 bi-annual reports (Submission early September and February of the following year)

32. Can I receive an advance of my NRF funding?

Continuing students: As the NRF approval of the progress report is required, it can only be advanced after the report has been submitted by you, *completed with sufficient detail*, attached proof of registration for 2022, recommended for further support by your supervisor and approved by the NRF. So, the sooner you submit with the required documents, the sooner the report can be approved, the sooner the stipend can be advanced.

New NRF students: You need to be registered for the degree as per your NRF application, have submitted the Acceptance of Conditions agreement along with the required documents. Please refer to the NRF payment guideline document.

Designated Authority Contact

SU Designated Authorities (DA's) for NRF Masters/Doctoral Scholarships

Rozelle Petersen : rnp@sun.ac.za

Betina van der Merwe : betina@sun.ac.za

33. Due to COVID-19, my research topic, supervisor or institution will change. What should I do?

You might be required to submit a letter / progress report to the funding body currently supporting your studies. Please study your bursary agreement or scholarship contract document for specific guidelines.

34. Where do I find Bursary application information for 2022?

Bursary application information and procedures for postgraduate studies in 2022 can be found via our website [here](#). Take care to apply in time, as late applications will not be considered. Find additional bursary information on our Postgraduate Funding Office webpage.

Postgraduate Funding Unit – Contact Details

Rhodene Amos	Harry Crossley, HB Thom, Wilhelm Frank; Private Bursaries	ramos@sun.ac.za
Rozelle Petersen	NRF Masters and Doctoral scholarships, SKA and CSIR funding enquiries	rnp@sun.ac.za
Betina Van Der Merwe	Statutory Scholarships	betina@sun.ac.za
Tammy Abrahams	Institutional Scholarships NRF Honours scholarship	tammya@sun.ac.za
Jongi Ndlebe	Postgraduate Funding Information	postgradfunding@sun.ac.za
Nugent Lewis	Postgraduate Funding Management FirstRand, Mandela Rhodes, Fulbright, Overseas Conference Grants, Discretionary	nugent@sun.ac.za

For answers to other questions please contact the most the relevant personnel or bursary administrators on our [CONTACT US](#) page.