



Tertiary Scholarship and Loans Board

“Building a Smarter Fiji”

STUDENT ADVISORY – TRIMESTER 2 AND QUARTER 2 OF 2021

Advisory No	: 03/2021	Phone	: 8921240
Date	: 07/04/2021	Email	: enquiries@tslb.com.fj

TSLB notes that Lectures for Trimester 2 will commence on the 3rd of May 2021 while Lectures for Quarter 2 will commence on the 10th of May 2021.

Based on the above commencement dates, all TSLB sponsored students are to take note of the following important **TSLB Dues Dates** for the applications for Trimester/Quarter 2 of 2021 as stated in the table below:

PARTICULARS OF APPLICATION	TSLB FORM TO BE USED	APPLICATION OPENING DATE	TRIMESTER APPLICATION CLOSING DATE	QUARTER APPLICATION CLOSING DATE	TRIMESTER APPLICATION PROCESSING CLOSING DATE	QUARTER APPLICATION PROCESSING CLOSING DATE
Change in Particulars/Advisory Form	TSLB 04	07/04/2021	14/05/2021	21/05/2021	17/05/2021	24/05/2021
Deferment of Studies	TSLB 04	07/04/2021	14/05/2021	21/05/2021	17/05/2021	24/05/2021
Reinstatement of Studies	TSLB 04	07/04/2021	14/05/2021	21/05/2021	17/05/2021	24/05/2021
Extension of Awards	TSLB 04-01	07/04/2021	14/05/2021	21/05/2021	17/05/2021	24/05/2021
Change in Major(s)/Minor/Program or Institution	TSLB 04-02	07/04/2021	14/05/2021	21/05/2021	17/05/2021	24/05/2021
NTS to TELS Switch for 1 repeat course per annum	TSLB 04-03	07/04/2021	14/05/2021	21/05/2021	17/05/2021	24/05/2021
Submission of New Rent Agreement	TSLB 04-02	07/04/2021	14/05/2021	21/05/2021	17/05/2021	24/05/2021

Important Notes:

1. All applications are to be made to TSLB using the appropriate forms prescribed in the table above. All forms are to be downloaded and printed from TSLB website www.tslb.com.fj.
2. No printed copies of forms will be issued by any TSLB Offices.
3. All the requirements as stated in the respective forms must be submitted with the application.
4. Incomplete application forms will not be received by TSLB.
5. All applications are to be hand-delivered to a TSLB office nearest to you. No emailed or faxed applications will be processed by TSLB.
6. TSLB reserves the right to request for additional information and/or documents while processing the applications.
7. All late and incomplete applications will be declined by TSLB.
8. Students must work with their Higher Education Institutions directly to obtain the required documents for the application prior to the application closing date. TSLB will not play any role in obtaining the same for any student.
9. Students must ensure that the bank account number/M-Paisa number submitted to TSLB is active. TSLB will not take any responsibility/liability for inactive/closed accounts or lost e-ticket

cards etc. Any changes to the account details must be communicated to TSLB in writing using Form TSLB 04.

10. All TSLB sponsored students under TELS must obtain prior written approval from TSLB using Form TSLB 04 before moving into any hostel facility for Trimester/Quarter 2 of 2021. This is also applicable to students who were approved for hostel in Trimester/Quarter 1 of 2021.
11. TSLB sponsored students under TELS planning to rent/stay in hostel in Trimester/Quarter 2 of 2021 are to take note that TSLB will only approve hostel/rent allowance for students where it is necessary for them to relocate. Where classes can be attended to by the students from their home or at campuses close to their home, students must stay home and complete the academic requirements. Study Where You Live (Zoning) Policy will be strictly applied by TSLB. This is also applicable to students who were approved for hostel/rent in Trimester/Quarter 1 of 2021.
12. All TELS sponsored students approved for rent allowances in Trimester/Quarter 1 of 2021 must comply with the requirements stipulated under Section 13 of this advisory.
13. TSLB Sponsored students under TELS are to take note of the following requirements in relation to the submission of the Rent Agreement for Trimester/Quarter 2 of 2021:
 - a. In case you are relocating to another rented property, changing from hostel to rent or rent to hostel, then it is compulsory for you to submit a new rent agreement or hostel letter.
 - b. In case you are planning to continue renting at the same property in Trimester/Quarter 2 of 2021 as you were renting in Trimester/Quarter 1 of 2021 then you must submit a letter from the landlord confirming this together with the proper receipts for the rent paid for the period March to May of 2021 from the rent allowances disbursed by TSLB for Trimester/Quarter 1 of 2021.
14. For bus fare allowances, your balance on the e-ticket card on the last day of Examination for Trimester/Quarter 1 of 2021 would be taken as your unutilised bus fare allowance and the same will be deemed as a roll over for Trimester/Quarter 2 of 2021. The balance on your e-ticket card on the last day of Examination of Trimester/Quarter 1 2021 will be deducted from your total bus fare eligibility for Trimester/Quarter 2 of 2021.
15. The amount of allowances paid for Trimester/Quarter 2 of 2021 will also depend on the percentage of face-to-face classes for courses you are enrolled in. For example, if 60% of your classes will be face to face and 40% online, then only 60% of the bus fare entitlements would be paid. Similar ratios may be applied by TSLB for all other allowances.
16. Allowances for Trimester/Quarter 2 of 2021 will only be paid after receipt of the enrolment reports from HEI's. It is in your best interest to enrol early.
17. All allowances will be disbursed in 2 or more batches.

For any queries/clarifications on matters not answered under our FAQ's available on our website contact us directly through our Live Online Chat Service available on our website www.tslb.com.fj between 8.00a.m to 5.00p.m from Mondays – Fridays or email us on enquiries@tslb.com.fj for queries after TSLB office hours and weekends.

TSLB may not be responding to or responses may be late for Online Chat Queries or email queries on matters for which information is already available on TSLB website or Facebook Page.

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