



National Student Financial Aid Scheme

**CIRCULAR NOTICE NO. 11 OF 2020**  
(FOR TVET COLLEGES)

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**TO: TVET COLLEGE PRINCIPALS**

**CC: FINANCIAL AID OFFICERS**

**FROM: DR RANDALL CAROLISSEN**  
**NSFAS ADMINISTRATOR**

**DATE: JULY 20, 2020**

**SUBJECT: DISTRIBUTION OF LAPTOPS TO NSFAS FUNDED STUDENTS STUDYING AT TVET COLLEGES**

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Dear Principal

This circular seeks to expand on the process for the distribution of laptops to students funded by the National Student Financial Aid Scheme (NSFAS), to enable remote teaching and learning during the COVID-19 pandemic. The NSFAS funding policy does not make provision for NSFAS funded students studying at Technical and Vocational Education and Training (TVET) colleges to receive a learning material allowance. However, the Minister of Higher Education, Science and Innovation, Dr. Bonginkosi Nzimande has signed a once-off policy deviation; which will allow TVET college students to receive laptops for the 2020 academic year.

The COVID-19 pandemic has created unprecedented challenges for the higher education sector in relation to the mode of teaching and learning. As per the minister's commitment to manage the negative effects of the pandemic, measures are in place to provide remote teaching and learning across TVET colleges. This approach will be supported by the provision of laptops to students receiving NSFAS bursaries.

Institutions that have already procured devices for NSFAS students, will be allowed to claim from NSFAS. The device costs, however, must be limited to the total learning device allowance. In addition, the laptops are meant for continued studies in the TVET sector, considering that Trimester 1 is almost complete. These students will not qualify to receive laptops unless they have progressed or have registered for Trimester 2. NSFAS will require institutions to provide a list of all NSFAS funded students who need digital devices for vetting and verification.

On June 26, 2020, a tender for the procurement of the laptops was advertised with a closing date of July 13, 2020, for the submission of bids. NSFAS is currently reviewing the tender proposals submitted for the procurement of these devices. Once the tender process has been completed with an appointment of a service provider, the service provider will be responsible for the procurement and delivery of devices to students. Institutions need to ensure that the claim template submitted to NSFAS is updated and inclusive of the correct student addresses for accurate delivery. A detailed guideline regarding the claim process will be sent to institutions by next week.

For any enquiries related to this communication, please contact Mr Sam Zungu at [samz@nsfas.org.za](mailto:samz@nsfas.org.za) or 066 448 1446

Yours sincerely,

**Dr. Randall Carolissen**  
**Executive Administrator**

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OFFICE OF THE ADMINISTRATOR

The appointment of Dr Randall Carolissen as the Administrator to the National Student Financial Aid Scheme is in terms of Section 17A to 17D of the NSFAS Act (Act 56 of 1999 as amended), effective from August 21, 2019 as published in the Government Gazette by the Minister of Higher Education, Science and Innovation, Dr Bonginkosi Emmanuel Nzimande, MP.