



---

Marela House, 19 Thurston Street, Suva, Fiji Islands, Private Mail Bag, Government Buildings, Suva.  
Ph: (679) 3314477 Fax: (679) 3303511

---

*Our Reference:* ESU M80

## **CIRCULAR**

**From:** The Permanent Secretary for Education, Heritage and Arts

**To:** Divisional, District Offices and School Heads

**Ref:** MEHA CIRCULAR 80

**Date:** 13 November 2018

**SUBJECT:** MEHA SCHOLARSHIPS FOR 2019

---

Dear Colleagues

1.0. Under the 2018 -19 Budget, the Ministry is pleased to invite teachers to apply for Government Scholarships for 2019, which aim to support the professional development of in service teachers thereby raising the level of service delivery. The scheme will improve capacity in areas of need where skills and qualification development is required.

2.0. The priority areas of the 50 scholarships that fall under MEHA priority needs are Maths and Physics; Language and Literature (English), Information Technology, Industrial Arts, Special Education and Early Childhood Education.

3.0. Of 50 new awards, 30 awards will be set aside for teachers holding a Diploma to upgrade to a Bachelor's Degree. Teachers in the following fields will be eligible for their upgrade: Maths and Physics, Language and Literature (English), Information Technology, Industrial Arts, Special Education, and Early Childhood Education.

4.0. Of 50 new awards, 20 awards will be set aside for teachers holding a Bachelor's Degrees to upgrade to a Post Graduate Degree and PhD. Only Teachers in the Maths and Physics and Language and Literature (English), field will be eligible for their upgrade.

5.0. The local eligible Higher Education Institutions for these scholarships are Fiji National University, University of the South Pacific, University of Fiji and Fulton University College.

### **6.0. General Eligibility Criteria**

- (i) Applicants must be Fijian Citizens
- (ii) Must not hold a permanent residency status of another country.
- (iii) Must not hold a passport of another country.
- (iv) Must not be under any bonding arrangements. Teachers must attach evidence of Bond being fully served by 1 January 2019.
- (v) Applicants must meet the pre-requisite of the priority area applied for.
- (vi) Applicants must complete one application form. Multiple applications will not be accepted.
- (vii) Applicants, who have passed units /courses from different programs /institutions, should obtain cross-credit of these units when applying for a new program and institution.
- (viii) Applicants must apply directly with a University of their choice and attach the University offer letter with the application.

### **7.0. Eligibility Criteria**

#### **Undergraduate Eligibility Criteria**

- Must have at least 3 years of relevant work experience.

- Must not be more than 42 years of age by 1 January 2019.

#### **Postgraduate/Masters Eligibility Criteria**

- Must have at least 5 years of relevant work experience.
- Must not hold a Postgraduate or Masters degree.
- Must not be more than 42 years of age by 1 January 2019.

#### **Doctorate/PhD Eligibility Criteria**

- Must have at least 7 years of relevant work experience.
- Must not hold a PhD.
- Must not be more than 40 years of age by 1st January, 2019.

#### **10.0. Selection Criteria**

- Academic Grades and Consistent Results
- Personal Statement/Study Proposal and Intent

Your statement/intent should be no more than 2 pages and should include the following:

- Information about yourself which supports your application.
- Why you have chosen the country you wish to study in.
- Why you have chosen the particular University.
- What you think you will achieve personally, academically and professionally from the programme of choice.
- What you will do with the knowledge and experience gained from the program on your return.
- Any extra -curricular activities you are involved in which you feel support your application (for example community involvement, memberships of sporting or community clubs and associations).
- Why you think you would be a good ambassador for Fiji.

#### **11.0. Academic Reference**

Your referee's recommendation on your suitability for the program and academic performance will be considered.

#### **12.0. Work Reference**

Provided by current or recent supervisor relevant to the proposed area of study.

#### **13.0. Curriculum Vitae (C.V.)**

Your C.V. (or resume) should outline your academic and work history up to the present day. It should list all of your achievements such as awards or scholarships. It should also detail any professional, community and sporting teams or memberships which you are a part of.

#### **14.0. Applicants who wish to apply for Scholarships must ensure that:**

- Qualify for the eligibility criteria;
- Provide an offer letter from the local Institution or University is provided;
- Submit Personal Statement/Study Proposal and Intent, Academic Reference, Work Reference and Curriculum Vitae (C.V.);
- To indicate whether you will study on a part- time or full-time basis.
- However, the period of study must not exceed 1.5 times the standard period required to undertake the relevant programme on a fulltime basis.

#### **15.0. The Scholarship Committee will analyse the applications and recommend the successful applicants to the Permanent Secretary for Education to issue an endorsement.**

#### **16.0. Please note notwithstanding the above criteria, the exiting terms and conditions of the National Toppers Scholarship Scheme will apply.**

#### **17.0. All applications must be submitted by 4pm Friday 30 November 2018 and applications should be submitted via the following link: <http://application.tslb.com.fj/>.**

How to Apply

- a) Scan and get all the required documents ready before starting the process of applying online in the pdf, png, or jpg format.
- b) Visit [www.tslb.com.fj](http://www.tslb.com.fj) and register for TSLB online application. Applicants cannot apply online unless registered first.
- c) One registered fill the appropriate information.
- d) Upload all the required documents.
- e) Submit the online application.
- f) Applicants must ensure that all mandatory fields are filled before they can proceed to the next application.
- g) For any queries on the online application , please email on [support@tslb.com.fj](mailto:support@tslb.com.fj)

18.0. Any clarifications on the circular are to be directed to Mr. Ranjish Raj – Manager Learning & Development Unit on telephone 3220489 or email [ranjish.raj01@govnet.gov.fj](mailto:ranjish.raj01@govnet.gov.fj)

Yours faithfully



**ALISON BURCHELL**  
Permanent Secretary