

SPECIAL CONSIDERATION APPLICATION FORM

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.

NSFAF Head Office

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IMPORTANT INFORMATION

The following information stipulated below are mere guidance for students to understand the different classification on special consideration.

1. Change of Courses:

- (a) May NOT be approved after NSFAP has paid for 2 academic years, except in cases where a student is progressing to the subsequent academic year.
- (b) Repeated years/ modules are at the students' own cost.
- (c) Changing from high priority field of study to low priority fields of study will NOT be considered.

2. Change of Institutions:

- (a) May NOT be approved after NSFAP has paid for 2 academic years, except in cases where a student is progressing to the subsequent academic year at the new institution.
- (b) Students are advised to re-apply for financial assistance if they wish to change a course and transfer to International institutions at the same time.
- (c) Transferring to international institutions is subjected to NSFAP international award requirements.
- (d) Transferring to international institution will be based on the initial award rate as per agreement.

3. Loan Extensions:

- (a) Can be approved for one (1) academic year, or semester only, whichever is applicable.
- (b) May be considered in exceptional cases as a result of university curriculum changes/extension.
- (c) Loan extension for N4-N6 (VTC Students) may be considered if the student is admitted at an approved VTC to continue with the same field of studies.
- (d) VTC students requiring loan extension for N4-N6 must commence their studies within 1 year after completing N3 level.
- (e) VTC students pursuing N4-N6 are compelled to complete within two (2) academic consecutive years.
- (f) Loan extensions due to medical reasons should be accompanied by a medical report from a registered Medical Doctor (sick certificate + medical fitness report) and supported by a letter from the Faculty Officer/Head of Department.

4. Loan Deferment (putting loan on hold):

- (a) Should be based on justifiable circumstances and may be approved for one (1) year only.
- (b) Student is required to submit letter of de-registration with the institution.

1. REQUIRED DOCUMENTS

In order for your application to be considered the following mandatory documents will be required.

- 1.2. *Student's formal letter motivating or justifying your reasons for the special considerations;*
- 1.3. *Copy of NSFAP award letter and Contract*
- 1.4. *Proof of registration;*
- 1.5. *Full academic results;*
- 1.6. *Full financial statement (local & south Africa students);*
- 1.7. *New admission letter (change of course/institution);*
- 1.8. *Proof of the cost of studies from the institution*
- 1.9. *Medical + sick certificate + fitness report from medical doctor (appeals on medical grounds).*

2. STUDENT INFORMATION

3.1. Name and Surname:	
3.2. Identity Number:	
3.3. Student Number:	
3.4. NSFAP Reference Number/Unique Identifier:	
3.5. Cell Phone number:	
3.6. Email Address:	
3.7. Postal Address:	

3. ACADEMIC INFORMATION

4.1. PREVIOUS TERTIARY INSTITUTION (Institution changed/ transferred from)

4.1.1. Name of institution:	
4.1.2. Student number:	
4.1.3. Course of study:	
4.1.4. Prescribed duration:	
4.1.5. Full time/Part time:	
4.1.6. Year of commencement:	
4.1.7. Academic progress **(PASS/FAIL):	
4.1.8. **Previous Cost of study:	

4.2. CURRENT TERTIARY INSTITUTION (Institution changed/ transferred to)

4.2.1. Name of institution:	
4.2.2. Student number:	
4.2.3. Course of study:	
4.2.4. Prescribed duration:	
4.2.5. Full time/part time:	
4.2.6. Year of commencement:	
4.2.7. Academic year:	

4.2.8. Current Cost of study:	
4.2.9. Adjustment Amount:	

4. SPECIAL CONSIDERATION REQUEST

*** Please note that this field is mandatory: only choose the relevant option and attach ALL relevant supporting documents as listed in section 1.

5.1. **Repeat studies in respect of:	
5.2. **Change of existing study course to:	
5.3. **Change of existing institution to:	
5.4. **Loan Extension from: (indicate years)	
5.6. **Loan on hold/Postponement: (indicate year)	

5. NEXT OF KIN INFORMATION

6.1. Name and Surname:	
6.2. Contact Number:	
6.3. Email Address:	

6. STUDENT'S DECLARATION:

I certify that the information set out in this form is true and correct to the best of my knowledge and belief. I understand that deliberately giving false information to NSFAF may result in a decision to cancel my financial assistance owing to the legal and binding contract I signed with NSFAF.

Student's signature:..... Date:.....

FOR NSFAF OFFICE USE ONLY

- Recommended
- Not Recommended
- Approved
- Not approved
- Special Conditions

Comments/special conditions:

Signature

Date

.....

.....

Chairperson: Special Consideration Committee

Signature

Date

.....

.....

Supervisor: NSFAF Student Care Center (For CEO)

Official stamp