



NSFAS ACCOMMODATION CHANGE REQUEST FORM 2023

IMPORTANT NOTES

This form must be submitted to the Undergraduate Bursaries and Loans (CUBL) office at least **one (1) calendar month before you move.**

Students are **not permitted to change accommodation after 31 May 2023.** Should a change in accommodation occur after this date, the student will be held liable for the difference in cost.

Student details

STUDENT NUMBER									
FIRST NAME/S									
SURNAME									

Current Accommodation details

FULL ADDRESS <i>before accommodation change</i>	

Please provide the reason/s for your change in accommodation

New Accommodation details IF MOVING TO SU RESIDENCE, THIS FORM MUST ALSO BE SIGNED BY THE RESIDENCE PLACEMENT OFFICER

FULL ADDRESS <i>where you are moving to</i>	
MOVE IN DATE	

PLEASE ENSURE THE FOLLOWING HAS BEEN DONE BEFORE YOU MOVE OUT OF YOUR CURRENT ACCOMMODATION:

- Current landlord / Residence officer has been advised of your plan to move
- New lease agreement has been signed, together with the [Service Provider](#) form

YOUR ALLOWANCE WILL BE AFFECTED BY THIS CHANGE IN ACCOMMODATION & THERE MAY BE DELAY WITH FUTURE DISBURSEMENTS

I, _____, hereby confirm that all the information on this NSFAS Accommodation Change Request form is true and correct. If there are any errors on the form, I will be held responsible.

SIGNATURE OF STUDENT

DATE

REQUIRED MOVING OUT SIGNATURES
CURRENT LANDLORD / CURRENT SU RESIDENCE PLACEMENT OFFICER

DATE

REQUIRED MOVING IN SIGNATURES
NEW LANDLORD / NEW SU RESIDENCE PLACEMENT OFFICER

DATE

NEXT STEP Submit this form via email to nsfas@sun.ac.za – and remember to include your student number in the subject line, **SU# 12345678 / NSFAS accommodation change request**