



## NSFAS PRIVATE ACCOMMODATION APPLICATION EXPLANATION OF INCOMPLETE REASONS

### **The amount does not correspond with the lease agreement:**

The monthly rental amount that you entered on your private accommodation application must be the same as the amount in your attached lease agreement.

### **The "Move in date" does not correspond with the lease agreement:**

The move in date that you entered on your private accommodation application must be the same as the commencement date in your attached lease agreement.

### **The "Move out date" does not correspond with the lease agreement:**

The move out date that you entered on your private accommodation application must be the same as the date of evacuation in your attached agreement.

### **The document uploaded as a lease agreement is not acceptable:**

Only a valid lease agreement will be accepted. If there is no lease agreement between you and the landlord, please make use of the lease agreement provided on the UFS website:

[www.ufs.ac.za](http://www.ufs.ac.za)

Students

Financial Aid

Basic Residential Lease Agreement Template

The lease agreement must be complete and signed by both parties.

### **The lease agreement must be signed by both parties:**

The landlord as well as the student must sign the lease agreement before you upload it as part of your private accommodation application. Please note that you cannot sign on behalf of your landlord.

**The landlord's information was captured incorrectly:**

This information should be the same as the information on your agreement that you uploaded on your private accommodation application.

**Attach an approval letter from the lessor confirming that subletting is allowed:**

In a case of subletting, confirmation from the lessor is requested to confirm that subletting is allowed.

**Please attach an affidavit from your landlord confirming that the student is not an immediate family:**

The affidavit must be written by the landlord and signed by the Commissioner of Oaths. The affidavit must be written and signed within the applicable year.

**Please attach an affidavit from your landlord confirming that the landlord is not a UFS staff member:**

The affidavit must be written by the landlord and signed by the Commissioner of Oaths. The affidavit must be written and signed within the applicable year.

**The landlord's details on the affidavit must be the same as the details on the signed agreement:**

The landlord's signature on the affidavit must be the same as the landlord's signature on the agreement. Landlords using an electronic signature are exempted from this rule.

**Under investigation:**

The application has fraud suspicion and has been submitted to UFS Protection Services for an investigation.

**Approved but waiting for hostels to be full before approval status:**

Application is approved as per Financial Aid requirements but is awaiting confirmation from HRA that hostels are full.

**2025 Application incomplete by the closing date:**

Application was still incomplete by the closing date of the application process and the student can no longer be able to resubmit.