

8 January 2026

## NSFAS PRIVATE ACCOMMODATION ALLOWANCE APPLICATIONS 2026

### WHO QUALIFIES FOR PRIVATE ACCOMMODATION?

- Students who do not stay in on-campus accommodation, and
- who do not stay with immediate family members, and
- who are staying at accredited accommodation.

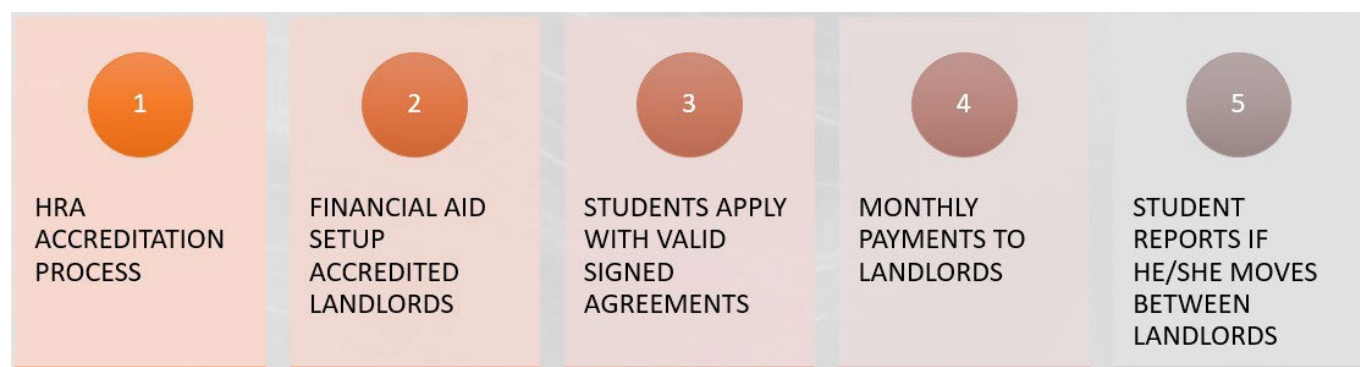
Please note that you can either receive transport allowance OR private accommodation allowance and **not both**.

Please note that if you applied for transport allowance, you would not qualify for private accommodation allowance.

Please note that UFS is currently NOT part of the NSFAS private accommodation pilot programme.

**Closing date: 13 February 2026.** Please note that the deadline is in line with NSFAS submissions and therefore no extension can be given.

### STEPS IN THE NSFAS PRIVATE ACCOMMODATION PROCESS



Please note that all processes depend 100% on step 1.

## STEP 2: FINANCIAL AID SETUP ACCREDITED LANDLORDS

- Students will **only be able to apply** for NSFAS private accommodation if their landlord is **accredited, provisionally accredited** or, in case of Qwaqwa accommodation, **verified**.
- Housing and Residence provides accredited landlord information to Financial Aid to setup on the application drop-down list.
- Students who do not find their landlord on the application drop-down list need to refer their landlords to HRA. This information can also be given to HRA which will endeavor to assist landlords with the accreditation process.

## STEP 3: STUDENTS APPLY FOR PRIVATE ACCOMMODATION

- The application process will open on **2 January** and close on **13 February 2026**.
- Students must apply immediately once their landlord appears on the system.
- Students must submit confirmation of approved NSFAS funding to their landlord from the 1<sup>st</sup> day.
- Students must log in on their **Student Self-Service** and complete an online application for private accommodation. A step-by-step guide is available on the UFS website ([www.ufs.ac.za](http://www.ufs.ac.za)) to assist students with the application process.
- The private accommodation applications need to be done yearly.
- **Required documents** that must be uploaded with the application are as follows:
  - An authentic and valid signed lease agreement; and
  - An affidavit by the landlord confirming the following:
    - the student is not an immediate family member, and
    - that he/she is not a staff member of the UFS, and

- that he/she is not an employee of any organ of state.
- Once application is processed and everything is in order, the status will be changed to “**Approved.**”

## STEP 4: MONTHLY PAYMENT BETWEEN LANDLORDS

- Payments will be made to the landlords.
- NSFAS has indicated that student allowances will be disbursed to institutions by the 7th of each month. Following receipt by the institution, payments to students and service providers will be processed and effected **five (5) business days thereafter**, subject to standard verification and payment procedures.
- Only applications on an “Approved” status may be paid.
- Maximum private accommodation amount:
  - Bloemfontein and South campuses: R49 282.00
  - Qwaqwa campus: To be confirmed
- For Bloemfontein and South campus students, the payment will be calculated based on the rental amount, move-in and move-out date as indicated on the authentic and valid signed lease agreement.
- Students who move from on-campus accommodation to off-campus accommodation may not claim off-campus accommodation.
- **Students will not be allowed to move between landlords where there is a difference in the rental amount.**
- Students may not apply for private accommodation with backdated lease agreements. This will subject student and landlord to an investigation.

## STEP 5: STUDENT MOVES BETWEEN LANDLORDS

- HRA will receive monthly tenant lists from landlords to identify students who moved in and out of an accommodation. These lists will be shared with Financial Aid.

- The application form for students who move from one landlord to another will be changed to **INCOMPLETE** to allow the students to **upload the first and second landlords' information**. The student also needs to upload **valid written consent** from the first landlord that they are in agreement of the student moving out. **It is the student's responsibility to inform Financial Aid when they move between landlords on the date that the student moves out from the first landlord.**
- Should it happen that tenant lists were received too late which resulted in payment made to the first landlord it will be the **responsibility of the landlord** to pay back the incorrect allowance payment to your UFS tuition fee account to enable UFS to make payment to the correct landlord.
- Please note that the system only allows a student to move once. If there was a landlord change, then the space for a second landlord is used in the system and the student will not have the opportunity to move. **These cases will be handled on an ad hoc basis by Fin Aid Management.**
- Students moving out before the notice period is served will be liable for the notice period payment.
- Students must give notice in writing and keep proof thereof.

## FOR ENQUIRIES PLEASE CONTACT FINANCIAL AID:

**Contact number:** 051 401 9111 (option 3)

**Email addresses:**

Bloemfontein campus – [finaidenquiriesbfn@ufs.ac.za](mailto:finaidenquiriesbfn@ufs.ac.za)

South campus – [finaidenquiriesouth@ufs.ac.za](mailto:finaidenquiriesouth@ufs.ac.za)

Qwaqwa campus – [finaidqwa@ufs.ac.za](mailto:finaidqwa@ufs.ac.za)