

UNISA REFUND REQUEST - TO BE COMPLETED BY THE STUDENT

E-MAIL TO: finan@unisa.ac.za

FAX TO : 012 – 429 4150

NB: Refund will be processed within 15 business days from date of receipt of all compulsory documents.

STUDENT NUMBER: 6261-995-0
TITLE & SURNAME: Ms Serame

FULL NAMES: Tshepiso

CONTACT DETAILS:

CELL NO : 0793993936
OFFICE NO : _____
EMAIL : Serametshepi@gmail.com

POSTAL ADDRESS:

20184 Mojatu Street,
Rocklands
Bloemfontein

REFUND AMOUNT REQUESTED:

R 16 000.00

REFUND METHOD:

EFT (ELECTRONIC REFUND) Please complete all Bank Account fields below

| | |
|------------------------|-----------------------|
| BRANCH CODE | |
| BANK NAME | First National Bank |
| ACCOUNT NUMBER | 62047052668 |
| ACCOUNT HOLDER | Kapoko Michael Serame |
| TYPE OF ACCOUNT | Cheque Account |

COMPULSORY DOCUMENTS REQUIRED:

- COMPLETED AND SIGNED REFUND FORM
- PROOF OF PAYMENT
- CONFIRMATION OF BANKING DETAILS WITH AN OFFICIAL BANK STAMP (NATURAL PERSON/ COMPANY)
- ID COPY OF A NATURAL PERSON / THIRD PARTY

ADDITIONAL COMPULSORY DOCUMENTS FOR COMPANY OR SPONSOR REFUNDS:

- COMPANY REGISTRATION NUMBER FOR A COMPANY REFUND
- LETTER FROM A SPONSOR AUTHORIZING A REFUND (STATING THE AMOUNT TO BE REFUNDED)

STUDENT SIGNATURE:



DATE:

11/01/2021

FOR OFFICE USE ONLY:

CAPTURED BY: _____

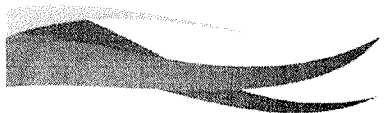
DATE: _____

APPROVED BY: _____

DATE: _____

UNISA FORM IN TERMS OF THE PROTECTION OF PERSONAL INFORMATION ACT NO 4 OF 2013

I declare that all the particulars furnished by me on this form are true and correct. I undertake to comply with all the rules, regulations and decisions of the university and any amendments thereto, and I have taken note of advice that may be applicable to students in general. I, as a student registered with Unisa or an applicant intending to study with Unisa, hereby consent that Unisa may collect, use, distribute, process and communicate my personal information for all required academic processes pertaining to my application/registration to study with Unisa, which may include, but is not limited to, internal administrative processing, institutional and scholarly research, funding submissions, processing by the Matriculation Board and Admissions Committees, Higher Education South Africa, the Department of Higher Education and Training, the Council on Higher Education, the South African Qualifications Authority, other public higher education institutions, Qualification Verification Agencies and third parties rendering communication facility on behalf of the university. I understand that in terms of POPI and other laws of the country, there are instances where my express consent is not necessary in order to permit the processing of personal information, which may be related to investigations, litigation or when personal information is publicly available. I will not hold the university responsible for any improper or unauthorised use of personal information that is beyond its reasonable control. I confirm that I have read the notice and understand the contents thereof.



To Whom it may concern,

I, Michael Kapoko Serame Father and Sponsor of

Tshepiso Serame Student 6261 9950 request a refund

for the amount of R 16 000.00. I request the

refund for the reason that I made an erroneous

double payment on the date 23/12/2020.

I would like the refund to be paid to my bank account

at first National Bank. Into the account 62 0470 52668.

Kindly assist processing this refund urgently.

Regards,

Michael Kapoko Serame.

M. Serame.