**Tshwane University
of Technology**
We empower people

APPLICATION FOR REFUND OF CREDIT

STUDENT NUMBER	INITIALS AND SURNAME	DATE REQUESTED

BANK DETAILS	
NAME OF BANK:	
NAME OF ACCOUNT HOLDER:	
TYPE OF ACCOUNT: SAVINGS/CURRENT	
ACCOUNT NUMBER:	
BRANCH CODE/NAME:	
REASON FOR REFUND:	

☐ There is a credit balance of R .... on my class/residence account
(delete that which is not applicable)

☐ The account is paid by myself/parent/sponsor/employer/bursary

The following documents are required to be attached (included):

1 a certified copy of student's ID / passport
2 a certified copy of bank account holder's ID / passport
 (only if the credit is to be refunded to someone other than the student)
 IF THE SURNAMES DIFFERS FROM THE STUDENT – AN AFFIDAVIT EXPLAINING THE RELATIONSHIP
3 bank account statement (only South African bank accounts allowed)
4 proof of payment(s)
5 if the account was paid by someone else, an official permission letter is required.
6 if your employer / sponsor made any contributions a letter of acknowledgement is required.

Contact Number(s)	
Signature of student	
Name, signature and stamp of TUT financial Administrator (*FOR INTERNAL USE*)	