

CHANGE OF MIND REQUEST FORM / EXTENDING MY APPLICATION REQUEST FORM

CAO Number:	ID Number:	Request date
First Name:		Surname:

This form is used when you want to:

1. Change one or more programmes choices you previously submitted;
2. Change the rank order of your choices, e.g. from number 4 to number 1;
3. Add a programme to your list of choices to a maximum of 6 programme choices;
4. Extend your current application to the following year. When extending your application to the following year you may change programme choices.

The cost is R135 to do any one of the above. Pay through EasyPay. Use the same EasyPay number that you used when you paid for your application, OR pay by card at our office. If you have forgotten your EasyPay number you may call our Call Centre provided below.

BOTH GRID A AND GRID B MUST BE COMPLETED

Grid A: Exactly List your programmes as they currently exist.

	Programme Code	Programme Name	Entry Year	Intake Start Month	TVET Trimester 1/2/3	Residence Required YES/NO
<i>EG</i>	<i>DU-D-ST3</i>	<i>Diploma in Somatology</i>	<i>2020</i>	<i>Jan</i>		<i>Yes</i>
1						
2						
3						
4						
5						
6						

Grid B: List your programmes AS YOU NOW WANT THEM. All programmes must be listed.

	Programme Code	Programme Name	Entry Year	Intake Start Month	TVET Trimester 1/2/3	Residence Required YES/NO
<i>EG</i>	<i>DU-D-ST3</i>	<i>Diploma in Somatology</i>	<i>2020</i>	<i>Jan</i>		<i>Yes</i>
1						
2						
3						
4						
5						
6						

Please Note

- ✓ Check your application status on www.cao.ac.za at “My Application” BEFORE you complete this form.
- ✓ These requests will only be processed once the COM fee of R135 has been received.
- ✓ Submission cost of this form is R135 irrespective of the number of changes in Grid B.

Completed forms may be emailed to comscao@cao.ac.za OR posted to Central Applications Office, Private Bag X06, Dalbridge, 4014 OR hand delivered to our office at Gate 11, Mary Thiphe Street, Cato Manor, Durban. Our Call Centre Number is: 031 268 4444

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Applicant’s Signature:

Date: