



CHANGE OF MIND REQUEST FORM

CAO Number: _____

Applicant ID/Passport Number: _____

Applicant's First Name/s: _____ Applicant's Surname: _____

A Change of Mind Fee of R100 is charged for each request submitted to add, change or renumber programme choices. Programmes which are no longer available for an entry year/term will not be processed. If you apply for a programme which is discontinued, you have the option of submitting another Change of Mind Request.

1. **Previous List of Programme Choices** - the programme choices as they originally appeared in your application form or on your last Change of Mind request submitted
2. **My Updated List of Programme Choices** - your list of programme choices as you would now like them to appear as at the date of submission of this request

Previous List of Programme Choices submitted						
	Code	Programme Name	Tick if you require Residence	Entry Year	Semester	Entry Level
	<i>Eg. MN-M-AG5</i>	<i>Eg. N Dip Agriculture (4 Yr)</i>	✓	<i>Eg. 2014</i>	<i>Eg. 1 or 2</i>	<i>Eg. 1st yr</i>
1 st						
2 nd						
3 rd						
4 th						
5 th						
6 th						

My Updated List of Programme choices as I would like them to appear						
	Code	Programme Name	Tick if you require Residence	Entry Year	Semester	Entry Level
	<i>Eg. DU-D-TXY</i>	<i>Eg. N Dip Taxation (p/t)</i>	✓	<i>Eg. 2014</i>	<i>Eg. 1 or 2</i>	<i>Eg. 1st yr</i>
1 st						
2 nd						
3 rd						
4 th						
5 th						
6 th						

Signature of Applicant: _____

Date: _____

Submit your completed Change of Mind Request form to the Central Applications Office, Private Bag X06, Dalbridge, 4014, E-mail: comscao@cao.ac.za or Fax: 0866228833

Methods of Paying your Change of Mind Fee

- You can use your unique Easypay reference number used when paying your application fee. If you did not retain your Easypay reference number, contact us on 0860 860 226 and we will provide you with your reference number
- Pay by Credit Card - go to www.cao.ac.za, click on "My Application" and click on "would you like to make payment"
- Send us a Cheque, Postal or Money Order – Make payable to the Central Applications Office and write your CAO Number at the back of the Cheque, Postal/Money Order