



# Tertiary Scholarships and Loans Service

“Building a Smarter Fiji”

TSLS 04 – 01(B)

## APPLICATION FOR EXTENSION OF AWARD

### A. Instructions

1. This is a fillable PDF form where you can type all the required particulars and use your electronic signature and submit the same to TSLS.
2. All the required information must be filled and submitted along with the required documents to the relevant staff based on your award and institution.
  - a. All NTS, SSSN and In-Service students to email on [SChand@tsls.com.fj](mailto:SChand@tsls.com.fj)
  - b. All TELS FNU students to email on [SPrasad@tsls.com.fj](mailto:SPrasad@tsls.com.fj)
  - c. All TELS USP students to email on [SSingh@tsls.com.fj](mailto:SSingh@tsls.com.fj)
  - d. All Other HEI and TELS for TVET - FNU students to email on [JLal@tsls.com.fj](mailto:JLal@tsls.com.fj)
3. Extension shall be granted for a maximum of one academic year only upon completion of agreed bond term.
4. Students must take an undertaking to complete the pending units/courses privately (if any) at the end of the extension period for graduation.
5. Students must show a satisfactory academic progress as below:
  - a. A GPA of 3.0 or above for Scholarships or a pass rate of 75% or more for TELS for students confirmed prior to academic year of 2022.
  - b. A GPA of 67% or above for Scholarships or a pass rate of 75% or more for TELS for students confirmed effective from academic year 2022.
6. Incomplete and late applications will not be processed by TSLS. Visit [www.tsls.com.fj](http://www.tsls.com.fj) or our Facebook Account (Tertiary Scholarships and Loans Service) for information on due dates for each academic term and year.

### B. PERSONAL DETAILS

TIN Number:		Student ID No:	
Surname:		First Name:	
Other Name(s):		Email Address:	
Phone Contact:		Institution Name:	
Campus Name:		Current Program of Study:	
Current Major(s)/Minor:		TSLS Scheme Name:	
Year of Commencement under TSLS Scheme:		Term of Commencement under TSLS Scheme:	

### C. PARTICULARS RELEVANT FOR THE APPLICATION

No: Of Courses/Units in the Programme:  No: of courses completed and passed:

No: Of Courses/Units Remaining:

### D. MANDATORY DOCUMENTS TO ATTACH (Please tick the documents attached with this application)

1. Full Academic transcript/Programme Audit Certificate	
2. Study plan for the remaining units/courses approved by higher education institution based on availability of the units/courses.	
3. Extension application letter with any relevant supporting documents, if applicable.	

### E. Undertaking on Non-Completion and Declaration

I, hereby through signed undertaking confirm that if in case I am not able to complete my units/courses to be eligible for graduation at the end of my approved extension period, I will privately complete pending and repeat units/courses.

The information provided in my application is, to the best of my knowledge, complete and accurate, and I understand that provision of false information on this application will disqualify me from the scheme and result in the termination

of the award. TSLS reserves the right to seek any additional information from me before making the final decision on this application.

<b>Applicants Name:</b>	<b>Applicants Signature:</b>	<b>Date</b>
-------------------------	------------------------------	-------------

**F. For Official Use Only**

The application has been:      *Approved*            *Declined*     

**Reason for decline** .....

**G. Condition(s) for Approved Extension**

1. Extension has been assessed and approved effective from \_\_\_\_\_ of 20\_\_\_\_ till \_\_\_\_\_ of 20\_\_\_\_\_.
2. During the Extension period you need to maintain your required GPA and Pass Rate for continuity for next academic term.
3. Tuition and allowances will be paid on the existing approved rates. In case you wish to make adjustment to allowances please fill in the Change in Particulars Form (Form TSLS 04) and submit for an assessment.

**TSLS Decision Officer Name:** .....      **Signature:** .....      **Date:** .....