



Change of Scholarship Status

Instructions

1. Applicants must fill in the required information and submit along with the listed documents.
2. Incomplete and late applications will not be assessed by TSLS. Applicants must strictly adhere to the set due dates and liaise with the Higher Education Institutions (HEI) for requirements where necessary.
3. Visit www.tsls.com.fj or our social media pages for information on due dates for each academic term and year.
4. Duly completed forms must be emailed to the appropriate email address as below:
 - Students on Merit Based Scholarships Scheme for Higher Education on schand@tsls.com.fj
 - Students on Other Scholarships for Higher Education at USP, Fulton and SIT on ssingh@tsls.com.fj
 - Students on Other Scholarships for Higher Education at FNU, UOF and CCTC on jlal@tsls.com.fj
 - Students on Skills Qualification Scheme (TVET) on stuikaba@tsls.com.fj

A. Personal Details

TIN	
Student ID Number	
First Name	
Surname	
Middle Name	
Phone Contact	
Alternative Phone Contact	
Email Address	
Higher Education Institution	
Programme Name (Majors/Minor)	
Scholarship or Study Loan Scheme	
Campus Name	

B. Particulars of Change

Change Request (Please Tick)	Description	Required Documents
	Deferment of Studies	1. Request letter to TSLS outlining reasons for deferring studies. 2. Evidences for the reasons for deferring studies.
	Reinstatement of Studies	1. Explanatory letter to TSLS for abandoning your studies. 2. Full academic transcript. 3. Evidence of resumption of classes with the Higher Education Institute (HEI).
	Cessation of Sponsorship	1. Request Letter to TSLS for Cessation of studies.
	Withdrawal from courses/units	1. Request letter to TSLS for the withdrawal of courses/units (please clearly specify the courses/units to withdraw). 2. Evidence outlining reasons for the withdrawal. 3. Progressive course/unit report from the HEI.

C. Applicant Declaration

The information provided in my application is, to the best of my knowledge, complete and accurate, and I understand that provision of false information in this application will disqualify me from the scheme and result in the termination of the award. I also understand that TSLS reserves the right to seek any additional information deemed necessary for the purpose of assessing this application.

Applicant Name:	Signature:	Date:
------------------------	-------------------	--------------

D. For Official Use Only

The application has been Approved Declined

TSLS Authorised Officer Name: **Signature:** **Date:**