

DSAR08

Application for academic record or credit certificate

Please tick the required box			
Academic record request (full record of studies)		Credit certificate request (statement of courses passed)	
Please note: A certificate of conduct may only be printed after the official release of exam results at the end of the academic year. No third party requests will be accepted.			

Unisa student number														
Initials & surname														
South African ID number														
Passport number <small>(foreign students)</small>														
Language of printout	English	Afrikaans												
Qualification required									OR	All formal studies at Unisa				
Credits only*	Yes	No	*Only in the case of a credit certificate											
NQF level	Yes	No												
NQF credits	Yes	No												
Must the request be	E-mailed <small>(provide e-mail address)</small>													
	Posted <small>(provide postal address)</small>													

Declaration: I declare that all the particulars furnished by me on this form are true and correct. I undertake to comply with all the rules, regulations and decisions of the university and any amendments thereto, and I have taken note of advice that may be applicable to students in general. I, as a student registered with Unisa or an applicant intending to study with Unisa, hereby consent that Unisa may collect, use, distribute, process and communicate my personal information for all required academic purposes pertaining to my application / registration to study with Unisa, which may include, but is not limited to, internal administrative processing, institutional and scholarly research, funding submissions, processing by the Matriculation Board and Admissions Committees, Higher Education South Africa, the Department of Higher Education and Training, the Council on Higher Education, the South Africa Qualifications Authority, other public higher education institutions and Qualification Verification Agencies. I confirm that I have read the notice and understand the contents thereof.

Signature		Y	Y	Y	Y	M	M	D	D
------------------	--	---	---	---	---	---	---	---	---

This form should be submitted via e-mail to study-info@unisa.ac.za
Please include your student number and the name of the form (DSAR08) in the subject line of the e-mail.