

NAMIBIA NATIONAL TRAINING ORGANISATION (PTY) LTD TRADINGS AS WVTC

Private Bag 13334/PO Box 3771, Windhoek, Namibia

Tsukoe//Gowases Street, Khomasdal, Windhoek

Website: web.wvtc.edu.na

Email: info@wvtc.edu.na

Tel: 061-211742



**RECENT
PASSPORT
PHOTO**

APPLICATION FORM 2024

INSTRUCTIONS AND INFORMATION FOR THE COMPLETION OF THE FORM

1. Complete the form in **BLOCK LETTERS** with Blue/Black ink.
2. **No cash** accepted at the Centre. All payments must be made at the Centre via Speed point/Swipe, EFT or directly deposited into the Bank Account of WVTC indicated on the last page of this form.
3. A non-refundable application fee of **N\$ 150.00** must accompany this form. Attach original proof of payment.
4. E-mailed applications will not be accepted and incomplete application forms will **NOT** be considered.
5. The forms must be submitted at Windhoek Vocational Training Centre or via courier on or before **06 October 2023**.
6. Late applications will be accepted until **20 October 2023**. A late application fee of **N\$ 350.00** is payable. (*non-refundable*)
7. Applicants with Non-Namibian Qualifications must have their qualifications evaluated by NQA and certified copy of evaluation should be attached.
8. A non-refundable registration fee of **N\$3 000.00** is required upon confirmation of acceptance.
9. NB: Early application to NSFAP for funding is the responsibility of the applicant. Apply for loan on www.nsfaf.na

Minimum Admission Requirements – Grade 11 (New Curriculum):

- Twenty (20) Points in six (6) subjects.
- At least an E grade in English, F grade in Mathematics and Physical Science.

Minimum Admission Requirements – Grade 10 and 12 (Old Curriculum):

- Twenty (20) Points in six (6) subjects.
- At least an E grade in English, F grade in Mathematics and Physical Science.

For candidates who had Pre-Vocational subjects:

- NSSCO Qualification (Revised Curriculum) or Grades 10 OR 12 Certificate (Old Curriculum)
- Eighteen (18) points in six (6) subjects.
- E grade in English, F grade in Mathematics and Physical Science.
- D grade in the respective pre-vocational subjects.

Foreign students must attach a certified copy of the study permit and certified copy of passport.

Trade Choice:

Qualifications you wish to enroll in: Note: Please choose wisely, as there are no opportunities to change trades	First Choice (Please tick ☒ only one trade)	Second Choice (Please tick ☒ only one trade)
Modular Courses:		
1. Air-Conditioning and Refrigeration		
2. Boiler Making		
3. Bricklaying and Plastering		
4. Electrical General		
5. Fitter Machinery		
6. Joinery and Cabinet Making		
7. Plumbing and Pipefitting		
8. Welding and Fabrication		
Competency-Based Education & Training (CBET):		
9. Automotive Mechatronics		
10. Electronics		
11. Information & Communication Technology		
12. Solar Equipment Installation and Maintenance		

PERSONAL DETAILS

Surname:	Title (e.g., Mr, Mrs, Ms, Dr, etc.)
Full Names:	Initials:
Date of Birth:	ID Number:
Nationality:	Gender: Male ☐ Female ☐
	Passport No:

CONTACT DETAILS													
Contact Number:				E-mail:									
Residential Address:													
Postal Address:													
Town:													
Region: Cross (x) appropriate region of origin below:													
Erongo	Hardap	!Karas	Kavango East	Kavango West	Khomas	Kunene	Ohangwena	Omaheke	Omusati	Oshana	Oshikoto	Otjozondjupa	Zambezi

HEALTH QUESTIONNAIRE	
Do you have an impairment or disability?	Yes ☐ No ☐
If yes, please specify and attach documents specifying your condition.	
Based on your disability, do you have special needs?	Yes ☐ No ☐
If yes, briefly state your additional needs arising from the above mentioned impaired or disability.	
Do you suffer from any chronic illnesses?	Yes ☐ No ☐
If yes, give details of the illness.	

Are you a member of any Marginalized group e.g. San, Ovahimba/Ovazemba etc..	Yes ☐ No ☐
If yes, please attach your full birth certificate and a sworn declaration from your Regional Council Office.	

NEXT OF KIN/LEGAL GUARDIAN DETAILS			
Surname:			Title (e.g., Mr, Mrs, Ms, Dr, etc.)
Full Names:			Initials:
Address:			
Town:		Cell:	Work No:
Relationship:			
Employer:			
Occupation:			
Employer's Address:			

EMPLOYMENT DETAILS (attach a letter from employer permitting you to attend classes)	
Name of Employer:	
Employer's Address	
Your Occupation:	
Years of Experience:	
Employer's Telephone No:	

SCHOOL LEAVING DETAILS	
School/Institution Attended:	Region:
Address:	
Contact No:	Year of Examination:
Highest Grade Passed:	Points Obtained:

Subjects	Grade	Symbol
English		
Mathematics		
Physical Science		

Pre-Vocational Education Details (Enclose certified copies of certificates, diplomas, transcripts, etc.)					
Name of Institution	From		To		Qualification obtained

DECLARATION

I _____ hereby declare that all the particulars given in this application form are true and correct. I further declare that my enrollment as a trainee of Windhoek Vocational Training Centre shall be subject to the terms and conditions contained in the agreement, which I shall complete, sign, and submit upon registration.

Applicant's Signature _____ Date

D	D	M	M	Y	Y	Y	Y
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Guardian's Signature _____ Date

D	D	M	M	Y	Y	Y	Y
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(Only if the applicant is under the age of 18)

FOR OFFICIAL USE ONLY			
Proof of Payment:	☐	Receipt Number	
Date			
Accepted first choice	☐	Accepted second choice	☐
Rejected	☐		
Applicants are pre-selected for an Aptitude Test. The prospective candidates must write the Aptitude test on or before November 2023 at WVTC. Notification will be done through the media or via SMS to attend the Aptitude test.			

Banking Details

Account Name: Namibia National Training Organization
Bank: Bank Windhoek
Account No.: 8033705751
Account Type: Cheque
Branch Code: 481972
Reference: Application Fee

Application Form Proof of Submission

Full Name of the Applicant:
Trade applied for:
Received by:
Receiver 's Signature.....

