

# BRAVE AND ACHIEVERS COLLEGE OF ARTISANS



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[info@braveandachievers.edu.na](mailto:info@braveandachievers.edu.na)

70 John Meinert Street  
Windhoek- West

## Application for January intake 2024

### REQUIREMENTS FOR FULL TIME CANDIDATE [ELIGIBLE FOR NASFAF LOAN & OTHERS]

- Grade 10 certificate minimum 23 points in 6 subject, with E symbol & up in English
- Grade 11 or 12 Certificate minimum 18 points in 6 Subject with F symbol & up in English
- Or other equivalent qualification for foreign students ONLY
- Other recognized vocational/tertiary qualifications
- **Application fees non-refundable N\$ 250**
- **Late application fee N\$ 300**

Passport photo

### Requirement for special candidates [Self-funding]

- Grade 9 certificate with a pass symbol in English
- Other recognized vocational/tertiary qualifications

Due Date for normal application: 31 January, 2024

Due date for late application: 19 February, 2024

COURSE APPLIED FOR [*please tick preferred choice*]

COURSES	LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4	LEVEL 5	FULL-TIME	PART-TIME	DISTANCE
Welding & Metal fabrication								
Boiler maker								
Electrical general								
Solar equipment Installation & maintenance								
Auto mechatronic								
Occupational Health & Safety								

### For Short Courses

Duration	Welding	Electrical	Solar Equipment Installation & Maintenance	Occupational health
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3 WEEKS				
6 WEEKS				
3 Months				

**Preferred Campus**

<b>Windhoek Campus</b>		
<b>OTAVI Campus</b>		

A] PERSONAL DETAILS

First Names [BLOCK LETTERS]	
Surname	
Gender	
Marital status	
Identification Number	
Nationality	

B] CONTACT INFORMATIONS

Residential Address	
Postal address (non-compulsory)	
Tell	
Mobile number [Cell]	
Email address	
Next of kin and relationship	[ ]
Contact of next of kin	Tell/Cell;

ACADEMIC HISTORY

C] HIGHEST QUALIFICATION OBTAINED .....

NAME OF SCHOOL	SUBJECTS	GRADES	YEAR OBTAINED

<b>Accommodation</b>	Yes	No
Do you require hostel space?		
Water & Electricity <i>included</i>	✓	
Students Free WI - FI	✓	

Hostel [6 xs monthly] Contribution

**Windhoek** Students = N\$ 2500.00

**OTAVI Students** = N\$ 2000.00

**NB:** Do you require special arrangements associated with disability or any other condition? Please furnish below.

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Terms and condition

1. A Full [non-refundable] registration fee of N\$ 3000-00 amounts should be paid upon registration. Late registration is N\$ 3500-00
2. All payments should be done into the school account through bank deposit or transfer and proof of payment to be provided for confirmation.
3. Students are encouraged to keep their account in **good standing** at all times to avoid suspension from lessons and examinations.
4. Prospective Students should clearly indicate their campus choice, and take note that there are limited hostel spaces
5. The college will provide students with one pair of uniformed overall, and all other Personal Protective Equipment [PPE]. All Students are required to provide their own safety boots per college standard.
6. Students must uphold the institution's dress code which comprises of a full set overall and boots, further should take notes that no short trousers, caps and Sandals in classrooms and workshops.
7. Necessary study materials such as modules and assignments will be provided
8. The college is equipped with tools and equipment for practical purpose during training period at the training facility. However, in certain students will be required to provide some hand tools to fit their practical modules in their respective course.
9. The applicant agrees that this form, by signature hereby becomes a mandatory contract.
10. The applicant is bound to accept the rules and regulations attached to any of our enrolled courses. Which includes safety standards
11. College of Artisans reserves the right to institute disciplinary action in accordance with the ministry of higher education and training services against unfounded misconduct, which may result in reprimand or cancellation of such student training program, without prejudice.
12. Students are obliged to pay their upfront tuition fees before the 1<sup>st</sup> of each month; failure will result in students not receiving their study materials and may derail their training program.
13. Students **shall not** be entitled for any reason to withhold or defer payment stipulated for in this registration document. [NB]
14. Every student **MUST** complete all his/her modules and assignment both theoretical and practical, only then can be allowed to sit for any examinations.
15. A student **must** complete their training program with a PASS rate in order to receive a certificate.
16. Students sent for job attachments will be required to complete the [stipulated] period and **must** immediately depart such position at the company to allow space for other students.
17. A student remains under the supervision of the institution during their time at school and on job attachment.
18. The institution reserves absolute rights to revoke or reverse any student training contract for any **uncontained misconducts**
19. **Students should never indulge themselves in misconducts such as bullying, stealing, fighting, drugs, racism, tribalism and others during their time at school or on attachment.**
20. **For any recorded misconducts, appropriate disciplinary procedures will be applied which may result in suspension and or expulsion.**
21. **Housekeeping** is mandatory for all students as it falls under our training modalities and it remains a responsibility of every student.

I ..... Have read and understood and acknowledge that all the particulars and information provided in the application form are true and correct; therefore, I abide by the terms and conditions in this document.

Signature.....

Date.....

**BANKING DETAILS:**  
**BRAVE AND ACHIEVER COLLEGE OF ARTISANS**  
**ACC: 8022245535**  
**BANK WINDHOEK: [MAIN BRANCH]**

*Application can be Couriered/Hand delivered or mail to:*

[info@braveandachievers.edu.na](mailto:info@braveandachievers.edu.na)

FOR OFFICIAL USE ONLY:	
Received by .....	
Application fee received : .....	
Registration fee received: .....	Receipt number: .....
Late registration fee received: .....	Receipt number: .....
Date received:	