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## HUMAN RESOURCE DEVELOPMENT CENTRE (HRDC)

### APPLICATION FORM FOR ADMISSION – NEW INTAKES 2012

#### 1. GENERAL INFORMATION

Please complete this form in block letters and return it before the **31<sup>th</sup> October 2011** to: **The Manager - NamWater HRDC, P.O. Box 291, Okahandja**. Only shortlisted candidates will be invited to sit for the aptitude test. Please do not include original documents in your application as the document will not be returned. Incomplete forms will not be considered.

The following trades are available at the centre:

- ❶ *Auto Mechanic & Diesel*
- ❷ *Bricklaying & Plastering*
- ❸ *Carpentry & Joinery*
- ❹ *Electrical General*
- ❺ *Plumbing & Pipefitting*
- ❻ *Water Care (Water & Waste Water Treatment)*

Please note: Only students with good pass in Mathematics, Science & English in Grade 12 (or 10) as well those enrolled for the NTA Bridging Course Programme are invited to apply.

#### 2. APPLICANT INFORMATION

Title:	Mr	Miss	Mrs	Surname:				
First Name(s):								
Age:		Date of Birth:		ID / Passport No.:				
Permanent Residential Address:								
Postal Address:								
Home Telephone :	Code: ( ) No:	Cell Phone:						
E-mail Address:								
Nationality:		Highest Academic Qualification Obtained:						
Grades/Symbols obtained in:	Mathematics		Science		English			
Did you enroll for NTA Bridging Course Programme?	Yes		No		If "Yes", at which institution?			
Please indicate grades achieved in the Bridging Course Programme:	Mathematics		Science		English			

### 3. PARENTAL / GUARDIAN INFORMATION

Title:	Mr	Miss	Mrs	Surname:	
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First Name(s):	
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Occupation:	
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**Note: Please attach copies of pay slips of both parents if they are working, otherwise a declaration from the police stating that they are not working**

Relationship:		Telephone No.:	Code: ( ) No:
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Please provide details of contact person in case of emergency (if different from above)

Full Name(s):		Tel:		Relationship:	
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### 4. TRADE RELATED INFORMATION

Please indicate by ticking (☑) **two** fields of study of your choice and state whether **1<sup>st</sup>** or **2<sup>nd</sup>** choice.

<input checked="" type="checkbox"/>	TRADE	CHOICE
<input type="checkbox"/>	Auto Mechanic & Diesel	<input type="checkbox"/>
<input type="checkbox"/>	Bricklaying and Plastering	<input type="checkbox"/>
<input type="checkbox"/>	Carpentry & Joinery	<input type="checkbox"/>
<input type="checkbox"/>	Electrical General	<input type="checkbox"/>
<input type="checkbox"/>	Plumbing and Pipefitting	<input type="checkbox"/>
<input type="checkbox"/>	Water Care (Water & Waste Water Treatment)	<input type="checkbox"/>

### 5. PAYMENT RELATED INFORMATION

**Please note that a non-refundable amount of N\$1, 500 is payable upon registration. This amount is for administrative purposes only.**

Do you require for NSFAP loan? (Please tick ☑ the appropriate box)	Yes	No
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Please note that as per NSFAP rules and regulations, only students whose parents' total gross annual salary do not exceed N\$150 000 will qualify for a government loan.

If the answer above is "YES" please attach the latest copies of pay slips of both parents (if they are working); otherwise a police declaration indicating that they are not working will be required to accompany your application for NSFAP loan.

If the answer to the above question is "NO", who will be responsible for your tuition fees?	
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**Please note that the private trainees will pay a deposit of N\$6500 on the date of registration.**

Do you require a hostel accommodation? *(Please tick  the appropriate box)*

Yes

No

Limited accommodation is available and will be handled on first-come-first-serve basis. The following types of accommodation are available:

- a) Single rooms with shared ablution (including lunch) N\$ 3650.00
- b) Double rooms with shared ablution (including lunch) N\$ 3550.00
- c) 4 Bedroom shared facilities with shared ablution (self-catering) N\$ 1000.00

### 6. HEALTH RELATED INFORMATION

Do you suffer or have you in the past suffered from any of the following medical conditions? *(Please tick  the appropriate box)*

<input type="text" value="HEART"/>	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="text" value="EPILEPSY"/>	<input type="checkbox"/> YES	<input type="checkbox"/> NO
<input type="text" value="LUNG DISEASE"/>	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="text" value="BACK"/>	<input type="checkbox"/> YES	<input type="checkbox"/> NO
<input type="text" value="ANY ALLERGIES"/>	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="text" value="HIGH BLOOD PRESSURE"/>	<input type="checkbox"/> YES	<input type="checkbox"/> NO
<input type="text" value="ASTHMA"/>	<input type="checkbox"/> YES	<input type="checkbox"/> NO			

### 7. ATTACHMENTS

The following documents must accompany your application form. *(Please tick () the attached documents)*

- Certified copies of Identity documents e.g. Birth certificate/ID/Passport
- Certified copies of highest academic qualifications and / or Bridging Course Programme
- Proof of parental income/ original declaration of unemployment status from a commissioner of Oath
- Employer's confirmation letter if a company undertakes to cover the expenses of the student
- 3 x Passport photos

### 8. UNDERTAKING

I, .....  
(Full name and surname in capital letters)

Of .....  
(Address)

Certify that the information supplied by me in the sections above is true, complete and correct to the best of my knowledge. No refund will be given to money deposited into Namwater's account.

**SIGNATURE OF APPLICANT:** \_\_\_\_\_

Date: \_\_\_\_\_

**SIGNATURE OF PARENT / GUARDIAN** (if applicant is under the age of 21): \_\_\_\_\_

Date: \_\_\_\_\_