



## APPLICATION FOR RE-ADMITTANCE AS A CONTINUING STUDENT

### RESUMPTION OF STUDIES:

#### IMPORTANT INFORMATION

1. The form is for students who have gained credits towards completing their qualification, but who have interrupted their studies for a semester or longer.
2. The provision that allows students to apply for resumption of studies will last for three years from the last date the student was registered.
3. Should the student fail to resume studies within this three year period, he/she must apply for admission to the programme again.
4. A non-refundable fee of N\$240 must accompany this application. **Our banking details:** First National Bank, Account Number: 55500126319, Corporate Branch Windhoek, Branch Code 281872. The ORIGINAL deposit slip should accompany this form. The applicant must keep a copy for their records.
5. Please type, or write clearly in BLOCK CAPITALS in **black ink**. Please print and mail the completed form to the Admissions Office, Namibia University of Science and Technology, Private Bag 13388, Windhoek or deliver personally to The Student Service Desk, NUST Main Campus, 13 Storch Street, Windhoek or any NUST Regional Centres.
6. The declaration on the application form must be signed. If you are under the age of 21 you must also have this declaration signed by your parent/guardian. Unsigned applications will not be considered.

#### ENQUIRIES ABOUT YOUR APPLICATION

Enquiries about the progress of your application should be made to the relevant Faculty Officer. If you have any concerns or complaints relating to the processing of your application, please contact the Admissions Office, NUST, Main Campus, Private Bag 13388, Windhoek or email: [admissions@nust.na](mailto:admissions@nust.na)



Office of the Registrar

Student Admissions

APPLICATION FOR RE-ADMISSION AS A CONTINUING STUDENT (Resumption of Studies)

FOR OFFICE USE ONLY Date received: Receipt Number:

Academic Year applied for: 2024

Please read the instructions at the back before completing this form.

STUDENT NUMBER

STUDENT NUMBER grid

Programme of Studies

Programme of Studies input field

Year of Studies applied for e.g. 1st, 2nd etc.

Year of Studies input field

Mode of Studies: FULL-TIME

FULL-TIME checkbox

PART-TIME

PART-TIME checkbox

DISTANCE

DISTANCE checkbox

If distance, specify centre below:

Table with 11 columns: Gobabis, Katima Mulilo, Keetmanshoop, Opuwo, Ongwediva, Otjiwarongo, Outapi, Rundu, Tsumeb, Walvisbay, Windhoek

Title (Dr, Mr, Ms, etc)

Title input field

Surname

Surname input field

First name(s)

First name(s) input field

Maiden name (if married)

Maiden name input field

Home (Postal) Address

Home (Postal) Address input field

Home (Street) Address

Home (Street) Address input field

Telephone number (home)

Telephone number (home) input field

Telephone number (work)

Telephone number (work) input field

Cellphone number

Cellphone number input field

Email Address

Email Address input field

Declaration

I/we, the undersigned hereby declare:

To the best of my knowledge and belief the information furnished in this application is true and correct and that if it be found to be false and misleading in any respect, this application may be invalidated and applicant's registration terminated;

That I/we will accept liability for any damage to NUST property caused by me and indemnify NUST against any loss or damage howsoever caused in respect of property left at NUST by the applicant. I/we also indemnify NUST against any claim whatsoever for damages howsoever caused or arising which the applicant may sustain whilst registered as a student at NUST, acknowledging the Applicant's participation in any sporting or other activity at NUST or conveyance of the applicant in any NUST vehicle, shall be at the Applicant's sole and absolute risk. This indemnity shall be binding on the Applicant's Executors and Heirs;

That I/we acknowledge that a Specified Minimum Deposit is required before or on the date of registration each semester. The balance on the account is then payable monthly as per dates specified in the Yearbook Fees section;

That a statement signed by the Bursar or his/her delegate shall represent the amount owing to NUST by me/us, and further that in the event of such amount being handed over for collection, I/we shall pay all the charges incurred on the attorney and client scale;

That I/we shall pay all interest on all overdue fees, and disbursements at a rate of 15% per annum compounded monthly and calculated from the first day of each month following the date by which final payment of fees and disbursements must have been made;

That I/we shall abide by all regulations of NUST - and further that the applicants shall, if accepted, be under the disciplinary control of NUST as from the date on which he/she takes up residence at NUST or the day which he/she commences studies or attends an orientation week or registers as a student, whichever is earliest, until NUST accepts a notice of withdrawal from me/us or the applicant fails to renew his/her registration on the due date;

That I/we accept that NUST keeps documents, including this Declaration and Agreement, electronically and distributes them as such. NUST shall at all times be entitled to utilize such documentation in electronic format for whatever purpose required and I/We agree that the electronically generated documents shall replace the originals signed by me;

That although NUST does not take any responsibility for informing parents or guardian or major fee contributor of disciplinary action against a student (whether pending or finalized), academic performance or other matters relating to the student, NUST may in its discretion report to the parents or guardian or major fee contributor such breaches of the rules by the applicant as NUST deems necessary and further to report any matter concerning progress, conduct, well-being or health of the applicant, and further that NUST may take all such steps as it considers reasonable in the event of the applicant becoming ill or requiring medical attention without NUST undertaking any legal obligation to do so.

Signature of Applicant:

Signature of Applicant input field

Date:

Date input grid (D D M M Y Y Y Y)

DECLARATION BY PARENT / LEGAL GUARDIAN (if applicant is under the age of 21 or is a legal minor)

I agree and consent to the above declaration, undertakings, waiver and indemnity by the applicant. I consent to the applicant signing the registration forms if admitted. I hold myself jointly and severally liable with applicant as co-debtor for all amounts due by the applicant to NUST until I notify NUST in writing to the contrary in which event such notification shall take effect only from the beginning of the following academic year. I irrevocably undertake that I shall not, in any capacity, hold NUST liable for any damage or loss which the applicant or any person may suffer under any of the circumstances set out in the applicants' declaration.

Signature of Parent / Legal Guardian:

Signature of Parent / Legal Guardian input field

Date:

Date input grid (D D M M Y Y Y Y)

For Office Use Only:

Accepted:

Accepted checkbox

Rejected:

Rejected checkbox

If accepted, year admitted to:

If accepted, year admitted to input field

Conditions applicable (if any):

Head of Department (signature):

Faculty Officer: