



# Application for Admission 2023

## Mature Age Entry

Deadline for Application: 31 August 2022

Application Fees: N\$240

Read and follow the instructions on the last page of this form.

**FOR OFFICIAL USE ONLY**

Receipt Number

Date Received

Student Number

Before making your programme choice, kindly consult the Guide to Prospective Students for more information on programmes on offer at the various campuses or regional centres.

**PART 1: Programme of study for which you wish to enroll**

|               |  |
|---------------|--|
| First Choice  |  |
| Second Choice |  |

Choose the appropriate campus/regional centre below:

|                                                                                                                   |           |  |           |  |          |  |
|-------------------------------------------------------------------------------------------------------------------|-----------|--|-----------|--|----------|--|
| Main Campus - Windhoek:                                                                                           | Full-time |  | Part-time |  | Distance |  |
| Satellite Campus - Eenhana:                                                                                       | Full-time |  | Part-time |  | Distance |  |
| Regional Centre (Distance only):                                                                                  |           |  |           |  |          |  |
| Regional Centres: Gobabis, Katima Mulilo, Keetmanshoop, Ongwediva, Otjiwarongo, Rundu, Tsumeb, Walvis Bay, Outapi |           |  |           |  |          |  |

**PART 2: Personal Details**

|                          |      |         |                               |  |               |           |
|--------------------------|------|---------|-------------------------------|--|---------------|-----------|
| Title                    |      | Surname |                               |  |               |           |
| First Name(s)            |      |         | Previous Surname (if changed) |  |               |           |
| Namibian Identity Number |      |         | Date of Birth                 |  |               |           |
| Gender                   | Male |         | Female                        |  | Home Language | Home Town |

Choose the appropriate region of origin below: (Namibian nationals only)

|           |  |         |  |         |  |              |  |              |  |              |  |         |  |
|-----------|--|---------|--|---------|--|--------------|--|--------------|--|--------------|--|---------|--|
| Erongo    |  | Hardap  |  | Karas   |  | Kavango East |  | Kavango West |  | Khomas       |  | Kunene  |  |
| Ohangwena |  | Omaheke |  | Omusati |  | Oshana       |  | Oshikoto     |  | Otjozondjupa |  | Zambezi |  |

If not a Namibian citizen, please provide the following details:

|                   |  |                 |  |             |  |
|-------------------|--|-----------------|--|-------------|--|
| Country of Origin |  | Passport Number |  | Expiry Date |  |
| Type of Permit    |  | Permit Number   |  | Expiry Date |  |

**FOR OFFICIAL USE ONLY**

|                  |         |  |             |  |                               |     |    |                               |     |    |
|------------------|---------|--|-------------|--|-------------------------------|-----|----|-------------------------------|-----|----|
| Test Scores (%): | English |  | Mathematics |  | ≥ 3 years working experience? | Yes | No | ≥23 years of age?             | Yes | No |
| Comments         |         |  |             |  | Accept 1 <sup>st</sup> Choice | Yes | No | Accept 2 <sup>nd</sup> Choice | Yes | No |

Selection Committee:

HOD:

| PART 3: Contact Details |                                                                                                          |                  |  |        |
|-------------------------|----------------------------------------------------------------------------------------------------------|------------------|--|--------|
| Postal Address          |                                                                                                          |                  |  |        |
| Country                 |                                                                                                          |                  |  |        |
| Email Address           | Very Important Note: All correspondence will be via email. Kindly provide us with a valid email address. |                  |  |        |
| Telephone (home)        |                                                                                                          | Telephone (work) |  | Mobile |

**Parent / Guardian Contact Details** *(This information is required in the case of an emergency)*

|                       |  |                  |  |         |
|-----------------------|--|------------------|--|---------|
| Full name and Surname |  |                  |  |         |
| Postal Address        |  | Town             |  | Country |
| Home (Street) Address |  |                  |  |         |
| Telephone (home)      |  | Telephone (work) |  | Mobile  |

**PART 4: Payment Details**

|                                                      |  |  |  |  |
|------------------------------------------------------|--|--|--|--|
| Name of Person / Institution responsible for Payment |  |  |  |  |
| Postal Address                                       |  |  |  |  |
| Email Address                                        |  |  |  |  |
| Telephone                                            |  |  |  |  |

**PART 5: Physical Challenges**

NUST strives to create opportunities for people with disabilities. In many instances we have not yet eliminated all the barriers, it would therefore be helpful for us to know in advance whether or not you have any special needs so that we can work together to achieve equal access to the programme. Please supply us with the following information.

| Indicate whether you are physically challenged<br>If your answer is "yes" tick (✓) the appropriate challenge<br>you are experiencing.                                | Yes | No |                                                                                                |  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|------------------------------------------------------------------------------------------------|--|
| Visually impaired (blind)                                                                                                                                            |     |    | Wheelchair bound                                                                               |  |
| Visually impaired (partially blind – find it difficult to read printed text. Cannot study through reading. Need help in the form of audio cassettes, enlarged print) |     |    | Muscular / skeletal / joint / limb deficiencies / diseases such as polio or muscular dystrophy |  |
| Hearing impaired                                                                                                                                                     |     |    | Diabetes                                                                                       |  |

**State any other challenge you might experience and assistance that you might need:**

|  |
|--|
|  |
|--|

**PART 6: Educational Particulars**

**Secondary education details:** *(Please attach a certified copy of the latest school-leaving results)*

|                              |  |                       |                      |  |
|------------------------------|--|-----------------------|----------------------|--|
| Name of last school attended |  |                       | Highest Grade passed |  |
| Year of examination          |  | Examination Authority | Examination Number   |  |

**Tertiary education details:** *(Please enclose original transcripts and certified copies of certificates, diplomas etc.)*

| Name of Institution | Year |    | Qualification obtained or enrolled for |
|---------------------|------|----|----------------------------------------|
|                     | from | to |                                        |
|                     |      |    |                                        |
|                     |      |    |                                        |
|                     |      |    |                                        |
|                     |      |    |                                        |

## PART 7: Work Experience

Your application will be considered on your work and other relevant experience. You should therefore give full and accurate details of all your relevant current and previous work experience. Please attach original reference letter from your employer(s). Please attach a reference letter from your employer(s) stating your years of experience and in what capacity you have worked.

| Name and address of current organisation  | Job Title and Summary of Responsibilities / Achievements | From  |      | To    |      |
|-------------------------------------------|----------------------------------------------------------|-------|------|-------|------|
|                                           |                                                          | Month | Year | Month | Year |
|                                           |                                                          |       |      |       |      |
| Name and address of previous organisation | Job Title and Summary of Responsibilities / Achievements | From  |      | To    |      |
|                                           |                                                          | Month | Year | Month | Year |
|                                           |                                                          |       |      |       |      |

## PART 8: Mature Age Entry Exams

For admission purposes you will be expected to write a Mathematics (Basic Numeracy) and English Proficiency entrance test. Applicants are expected to turn up on the date and time that they have indicated below **without a written invitation / notice from the institution.**

Indicate at which Centre you would like to take the test:

|         |               |              |            |           |             |
|---------|---------------|--------------|------------|-----------|-------------|
| Gobabis | Katima Mulilo | Keetmanshoop | Eenhana    | Ongwediva | Otjiwarongo |
| Outapi  | Rundu         | Tsumeb       | Walvis Bay | Windhoek  |             |

Indicate on which day you would like to take the test:

|                                      |                                    |                                      |
|--------------------------------------|------------------------------------|--------------------------------------|
| Thursday, 22 September 2022 at 13h00 | Friday, 23 September 2022 at 13h00 | Saturday, 24 September 2022 at 09h00 |
|--------------------------------------|------------------------------------|--------------------------------------|

## PART 9 General Information

|                                                            |          |          |           |
|------------------------------------------------------------|----------|----------|-----------|
| Do you have access to the following: (State "Yes" or "No") | Computer | Internet | Cellphone |
|------------------------------------------------------------|----------|----------|-----------|

## PART 10 Declaration and Undertaking by Applicant

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 the 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 legal 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 all 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 on 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 any 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 on 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:

Date: 

|   |   |   |   |   |   |   |   |
|---|---|---|---|---|---|---|---|
| D | D | M | M | Y | Y | Y | Y |
|---|---|---|---|---|---|---|---|

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 the 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. 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 Legal Guardian:

Date: 

|   |   |   |   |   |   |   |   |
|---|---|---|---|---|---|---|---|
| D | D | M | M | Y | Y | Y | Y |
|---|---|---|---|---|---|---|---|

### Instructions for the Completion of the Form

1. This application is not binding on the applicant or NUST. Complete the form in BLOCK LETTERS in black ink. Refer to the Prospectus 2022 when completing this form. Where a choice is given, mark only the appropriate answer with a tick (✓).
2. The closing date for applications is **31 August 2022. No late applications will be considered.**
3. An application fee of N\$240 must accompany this application. Please do not send cash when posted. Payments can be made by bank deposits. Please enclose your **ORIGINAL deposit slip** with this application. Our banking details: First National Bank, Account Number: 55500126319, Corporate Branch Windhoek, Branch code 281872. POSTAL ORDERS are not accepted as payment.
4. This application must be accompanied by certified copies of **identity document, relevant academic certificates and reference letter(s) from employer(s).**
5. NUST will not be held responsible for the loss of any original document(s). All certified documents will be used for filing purposes. No copies will be returned to the applicant.
6. Candidates with Non-Namibian Qualifications must have these qualifications evaluated by the Namibia Qualifications Authority. A copy of the evaluation, together with the relevant documents, must be attached to the application form.
7. For admission purposes you will be expected to write a Mathematics [Basic Numeracy] and English Proficiency entrance test. Applicants are expected to write the tests on any day from 22 September 2022 (13h00), 23 September 2022 (13h00) or 24 September 2022 (09h00) **without a written invitation / notice from the institution.** Venue: Main Campus (Windhoek) - Engineering Basement, Eenhana Satellite Campus or Regional Centres.
8. Forms must be submitted to: BY MAIL: The Office of the Registrar, The Admissions Department, Private Bag 13388, Windhoek, Namibia, PERSONAL: The Student Administrative Service Centre, Frontdesk, 13 Jackson Kaujeua Street, Windhoek or all NUST Regional Centres.
9. All information will be treated as confidential.

**CHECK LIST: Items that must be submitted before your application will be processed. Please tick (✓)**

|                                                                                                     |  |                                                                                                                                                                       |  |
|-----------------------------------------------------------------------------------------------------|--|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| Application form: All parts of the application has been completed                                   |  | A original official translation of the foreign qualification - if in foreign language other than English                                                              |  |
| Application Fee: Proof of payment is attached e.g. bank deposit slip                                |  | A certified copy of the Namibian Qualification Authority (NQA) evaluation of foreign qualifications (if qualification is obtained in another country other than SADC) |  |
| A certified copy of latest school results e.g. August results, Namibia Senior Secondary Certificate |  |                                                                                                                                                                       |  |
| A certified copy of all tertiary qualification(s) and academic record                               |  | A certified copy of ID document (Namibian Citizens) or Passport (foreign students)                                                                                    |  |
| An original letter from Employer(s)                                                                 |  | A certified copy of marriage certificate (where applicable) or divorce order (where applicable)                                                                       |  |

## Candidate's reminder to write the Mature Age Entry Tests

Please complete in BLOCK LETTERS, tear off and keep slip

### Important Information:

1. The Mature Age Entry Tests consist of two tests: English (Proficiency Test) and Mathematics (Basic Numeracy)
2. You should write **BOTH** tests and score at least a minimum pass-mark of 40% in each test. Please note that some programmes might have their own minimum pass mark requirement.
3. Passing the test does not mean that you will be automatically accepted. You should still fulfill all other requirements and admission is based on spaces available.
4. Test results will be mailed to you by the end of November.
5. Applicants are expected to turn up on the date and time they have indicated without a written invitation / letter from the institution.
6. You **MUST** bring with the following:
  - **Original** Identity Card or Passport
  - Pencil, Pen, Rubber, Ruler, Calculator
  - NO cell-phones will be allowed for the duration of the test.
7. You are required to turn up at least **15 minutes** before commencement of the test. No-one will be allowed 15 minutes after test has commenced. You are also not allowed to leave the venue during the duration of the test and will be given a 15 minute break after the first test has been written.

|                       |  |                        |  |
|-----------------------|--|------------------------|--|
| Surname:              |  | First Name(s):         |  |
| ID / Passport Number: |  | Programme applied for: |  |

Signature:

Tick (✓) the appropriate Examination Centre below:

|         |  |               |  |              |  |           |  |             |  |
|---------|--|---------------|--|--------------|--|-----------|--|-------------|--|
| Gobabis |  | Katima Mulilo |  | Keetmanshoop |  | Ongwediva |  | Otjiwarongo |  |
| Outapi  |  | Rundu         |  | Tsumeb       |  | Windhoek  |  | Eenhana     |  |

|                                      |                                    |                                      |
|--------------------------------------|------------------------------------|--------------------------------------|
| Thursday, 22 September 2022 at 13h00 | Friday, 23 September 2022 at 13h00 | Saturday, 24 September 2022 at 09h00 |
|--------------------------------------|------------------------------------|--------------------------------------|