



Office of the Registrar

Student Admissions

Application for Admission Undergraduate Studies

Academic Year: []

For Office Use Only

Application fee received (receipt no)

Date received

Biographical computed (Initials)

Pre-evaluation done (Initials)

Date to selection

Date received back

Admission Status computed (Initials)

Grid for office use only

Read and Follow The Instructions on The Last Page of This Form.

Student Number:

Student Number grid

Part 1 Programme of Study for Which You Wish to Enroll

Table with columns: First Choice, Second Choice, Full-time, Part-time, Distance

If Distance, choose the preferred Examination Centre below:

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

Part 2 Personal Details

Form for personal details including Title, First name(s), Surname, Previous surname, Namibian Identity number, Date of Birth, Gender, Home Language, Home Town

If Namibian Citizen, choose the region of origin below.

Table with regions: 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:

Form for non-citizen details: Country of origin, Passport Number, Expiry date, Type of permit, Permit Number, Expiry date

Part 3 Contact Details

Note: Postal addresses of schools or hostels are unacceptable for application purposes since the correspondence may be mailed to you well after you have left your school or hostel.

Form for contact details: Postal Address, Town, Country, Telephone Home, Telephone Work, Mobile

E-Mail Address

E-Mail Address input field

Correspondence will be via E-mail. Kindly provide us with a valid email address.

For Office Use Only:

Table for office use: Overall points achieved, English, Mathematics, Physical Science, Biology, Other (specify); Accept 1st Choice, Accept 2nd choice, Year admitted to, Waiting list, Rejected

Conditions Applicable: (if any)

Large empty box for conditions and signatures

Selection Committee:

HOD:

Part 4 Payment Details

Name of person / institution responsible for payment of Tuition Fees			
Postal Address			
Email address		Telephone number	

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. If you are physically challenged tick (✓) the appropriate challenge you are experiencing.

<input type="checkbox"/>	Visually impaired: blind	<input type="checkbox"/>	Wheelchair bound
<input type="checkbox"/>	Visually impaired: partially blind – find it difficult to read printed text. Can not study through reading. Need help in the form of audio cassettes, enlarged print.	<input type="checkbox"/>	Muscular/skeletal/joint/limb deficiencies / diseases, such as polio or muscular dystrophy
<input type="checkbox"/>	Deaf	<input type="checkbox"/>	Diabetes

State any other challenge you might experience:

Part 6 Specially Designated Ethnic Minorities

Are you a member of the following ethnic minorities? Please tick (✓) Ovazemba/Ovahimba San

If your answer is "yes" attach hereto your full birth certificate and a sworn declaration by your Regional Councilor or Headman confirming your ethnic group of origin.

Part 7 Educational Particulars

Secondary Education Details: Please enclose certified copy of your final Grade 12 results. Current Grade 12 learners should attach their latest school results.

Name of last school attended / Current school			
Highest Grade Passed		Year of Examination	

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 8 General Information

Name of employer		Telephone number	
Postal address			

Do you have access to the following: (State "Yes" or "No")

Computer	<input type="checkbox"/>	Internet	<input type="checkbox"/>	Cellphone	<input type="checkbox"/>
----------	--------------------------	----------	--------------------------	-----------	--------------------------

Part 9 Declaration and Undertakings 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
---	---	---	---	---	---	---	---

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 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. 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: Date:

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

Check List: Items that must be submitted together with your application. Please mark

Application form: All parts of the application has been completed		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)	
A certified copy of foreign qualification		A certified copy of marriage certificate (where applicable) or divorce order (where applicable)	

Instructions for the completion of the form

1. The application is not binding on the applicant or NUST.
2. Complete all parts in the form in **BLOCK LETTERS** in **BLACK INK**. Refer to the Guide for Prospective Students 2017 when completing this form. Where a choice is given, mark only the appropriate answer with a tick (✓).
3. It is important to provide us with an **E-mail address**. An email address can be obtained from any one of the following free email providers e.g. www.yahoo.com, www.gmail.com etc.
4. The closing date for applications is **31 August 2017**.
5. A non-refundable application fee of N\$165 must accompany this application. Please **do not** send cash through the post or when posting. Payments can be made by bank deposit. Enclose your **original deposit slip** with this application. *It is important that you keep a copy of the deposit slip for your records.* Our banking details: **First National Bank, Account Number 55500126319, Corporate Branch Windhoek, Branch Code 281872**. Postal orders are NOT accepted as payment.
6. Late applications will be accepted until 30 September 2016. A late application fee of N\$485 is payable.
7. **Apply online at www.nust.na for free!**
8. This application must be accompanied by certified copies of **birth certificate/identity document and relevant academic certificates / latest school results**.
9. Applicants with **Non-Namibian Qualifications** obtained outside the SADC region, must have these qualifications evaluated by the Namibia Qualifications Authority.
10. Applicants with credits or completed qualifications from other accredited institutions of higher learning, who wish to apply for higher levels of study within a programme, must submit an **Application form for Admission with Advanced Standing**.
11. Application forms for **hostel accommodation** can be requested at the NUST Main Campus, NUST Regional Centres or can be downloaded from our website at www.NUST.edu.na.
12. Forms must be submitted to: BY MAIL: The Office of the Registrar, The Admissions Department, Private Bag 13388, Windhoek, Namibia, or PERSONAL: The Student Administration Service Desk, NUST Main Campus, 13 Storch Street or all NUST Regional Centres.
13. To have a quick response to your application, you may **apply online** on our website at www.nust.na. All documents must be mailed or hand delivered to NUST.
14. 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.
15. All information will be treated as confidential.