

**Namibia Wildlife Resorts Hospitality Institute (NWR Hi): Application Form – 202**

<b>ACADEMIC YEAR APPLIED FOR:</b>	<b>2</b>	<b>0</b>		
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**Submit the following Documents with Your Applications**

1. Certified copies of the highest attained school report, educational, academic documents or industry training.
2. Certified Copy of ID
3. Copy of Curriculum Vitae
4. A motivational letter or reference letter from a supervisor or employer
5. Copy of the latest Performance Assessment Review Outcome (if employed or if available)

**Selected Course (Please mark with an X)**

<b>SECTION 1: NTA NVC   NVD COURSE OF (PLEASE TICK A CROSS)</b>		
National Vocational Certificate in Hospitality and Tourism L2		
National Vocational Certificate in Hospitality and Tourism Food & Beverage Services L3		
National Vocational Certificate in Hospitality and Tourism (Front Office Operation L3)		
National Vocational Certificate in Hospitality and Tourism (Housekeeping Operation L3)		
National Vocational Certificate in Culinary Arts / Commercial Cookery L3		
National Vocational Certificate in Tourism Guiding Level 3 (Local Guide)		

<b>SECTION 2: PERSONAL DETAILS</b>		
Surname:		First names:
ID Number /Date of Birth:		Region:
Residential address:		Town:
Gender		Male <input type="checkbox"/> Female <input type="checkbox"/>
Postal address:	Town	Contact No:
Nationality :		Cell Number:
Marital status:		Tel Work:
Email Address:		

**Preferred Campus (please mark with an X)**

Gross Barmen campus	<input type="checkbox"/>
Khorixas Campus	<input type="checkbox"/>

**Social status (please mark with an X):**

Previously Advantage <input type="checkbox"/>	Previously disadvantage <input type="checkbox"/>	Disabled <input type="checkbox"/>
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If disabled, please describe the type of disability:

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**PARENTAL STATUS (please mark with an X)**

Both alive <input type="checkbox"/>	Both Deceased <input type="checkbox"/>	Unknown <input type="checkbox"/>	Father Deceased <input type="checkbox"/>	Mother Deceased <input type="checkbox"/>
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<b>SECTION 3: EDUCATIONAL HISTORY</b>	
<b>SECTION 4: TRAINING HISTORY (IF ANY OR INDICATE N/A)</b>	
Indicate training received:	
Course attended (latest)	Institution:

<b>SECTION 5: WORK EXPERIENCE (if any indicate N/A)</b>	
Company	
Job title	
Responsibilities	
Name of supervisor	

**Please pay the N\$150.00 Non-Refundable application fee into banking account below:**

<b>SECTION 6: BANKING DETAILS</b>	
Bank Name:	Standard Bank of Namibia
Name of account holder:	Namibia Wildlife Resorts Ltd, Khorixas Rest Camp for NWR Hi
Account No:	042495598
Branch:	Outjo
Branch Code:	084673
Type of Account:	Business Banking

## SECTION 7: ADMISSION REQUIREMENTS – TERMS OF CONDITIONS

1. An application registration fee of N\$150.00 is compulsory and is non – refundable.
2. The Institute will only admit a limited number of students on an annual basis. Priority will be given to critical skills as per the industry demands.
3. Complete all sections on the form. Missing information may cause a delay in the processing of your application.
4. Ensure that all required documents are attached, as missing documents may lead to non–admission.
5. All payments are to be paid directly via EFT with bank details provided in section 6. Strictly **NO CASH PAYMENT** at all campuses.
6. A key consideration for admission is the ability to write, read and speak English and a passion for hospitality and tourism while upholding the highest professional conduct.
7. Should you make any payment, kindly use your full name as reference. e.g. first name and surname.
8. NWR HI tuition fee is a deposit of N\$2,568.000 for the National Vocational Certificate / Diploma.
9. The monthly tuition fee instalment is N\$856.00 for National Vocational Certificate L2 (NVC).
10. The monthly tuition fee is N\$535.00 for NVC L2 for internal students.
11. Should you need to apply for a short course, please get in touch with the NWR HI by **e-mail:Hi@nwr.com.na**
12. The deadline for applications is **15 January 2023**.

## SECTION 8: CANCELLATION AND WITHDRAWALS OF POLICY

1. Students who wish to withdraw from the program should apply to the office of NWR Hi'' Management. Refund and payment will be made according to the institute's Financial Policy, and all decisions relating to it shall be final and conclusive.
2. A student who is expelled or suspended shall have no right to refund of payment made.
3. NWR HI will keep 40% of paid tuition fees for administration purposes, while a student will receive 60% as a refund.

## DISCLAIMER AND SIGNATURE

I certify that all details herein are accurate and complete. I shall attend all lessons, practical classes, seminars, professional lectures, and other scheduled academic activities unless attendance is expressly declared optional or I am exempted. I undertake to abide by the rules of the training institute and all applicable policies of the NWR HI. I also conform to rotational learning across any resort at all times during the cause of my training, job attachment, internship and talent management training. I fully authorise the monthly deduction from my salary for my study and tuition fee for NWR HI as required.

Signature: \_\_\_\_\_

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

FOR OFFICE USE ONLY	Indicate Attached Document
Application registration fee paid of N\$150.00 (receipt No)	
Payment transaction via bank only ( <b>No Cash Payment</b> )	
Certified copy of ID	
Certified copies of Educational Documents	
Copy of Curriculum Vitae	
Approval / Admission	
Initials and Surname of the approving Manager	
Designation	
Signature	