TRAINING INNOVATION DEVELOPMENT

ATLANTIC TRAINING INSTITUTION

"Training the Future"

APPLICATION FORM

ATTACH RECENT PASSPORT PHOTO

ACADEMIC YEAR

2027

ACCREDITED BY

NQA, NTA, HPCNA & NCHE

(A) APPLICATION FEES (NON-REFUNDABLE)

Normal application fee **(N$200.00)**

Late application fee **(N$250.00)**

Attach original deposit slip to the application form upon submission

(B) REGISTRATION FEES (NON-REFUNDABLE)

Registration Fee **(N$2,000.00);** Late Registration **(N$2,500.00)**

INSTRUCTIONS

1. Complete the form in BLOCK LETTERS in Black or Blue INK.
2. Applicants with foreign Qualification must attach NQA Evaluation Letter
3. If in need of a study permit arrange for it before commencing studies with us.
4. ATI will not be responsible for the loss of any original documents (no copies will be returned back to applicant).
5. All information supplied by the applicant will be treated as confidential.

Account Type: Atlantic Training Institution
Bank Name: Nedbank
Account No: 11990798666
Account type: Current Account
Branch Name: Ongwediva Branch
Branch Code: 461617

SECTION 1: PROPOSED COURSE OF STUDY

COURSE OF STUDY FOR WHICH YOU WISH TO ENROL:						FULL TIME	PART TIME	DIS-TANCE
FIRST CHOICE								
SECOND CHOICE								
CAMPUS	WINDHOEK		OSHAKATI - Main Campus					

SECTION 2: APPLICANT'S PARTICULAR

TITLE	MR		MS		OTHER (SPECIFY)			
SURNAME:								
FIRST NAME(S):							INITIAL	

SECTION 3: CONTACT PARTICULAR (COMPULSORY)

POSTAL ADDRESS: (COMPULSORY)	RESIDENTIAL ADDRESS: (COMPULSORY)

MOBILE:																											
EMAIL:																											

SECTION 4: PERSONAL PARTICULARS

DATE OF BIRTH:	D	D	M	M	Y	Y	Y	Y	**ID NO.**																			
PASSPORT NO.														**MARITAL STATUS**	SINGLE		MARRIED											
GENDER:	MALE		FEMALE		**MAIDEN**																							
HOME LANGUAGE:									**HOMETOWN:**									**REGION:**									
CITIZENSHIP:	NAMIBIAN		OTHER (SPECIFY)																									

DO YOU HAVE ANY CHRONIC ILLNESS, IMPAIRMENT OR DISABILITY?	YES		NO
If 'yes' please specify and attach documents specifying your condition.			
Based on your disability, do you have special needs?	YES		NO
If 'yes' briefly state your additional needs arising from the above mentioned impairment or disability.			

SECTION 5: APPLICANT'S NEXT OF KIN/LEGAL GUARDIAN PARTICULARS

FAMILY RELATIONSHIP WITH THE PERSON WHOSE PARTICULARS ARE SUPPLIED.																												
Father		Mother		Spouse/Partner		Guardian																						
Title:	Mr		Mrs		Others																							
Surname:																												
First Names:																												
I.D. No.																												
Home Address																												
Tel:																												
Employer:																												
Occupation:																												
Employer's Address:																												

SECTION 6: SCHOOL LEAVING PARTICULARS

NAME OF SCHOOL:			
HIGHEST GRADE PASSED:		YEAR:	

SUBJECTS	**LEVEL**	**SYMBOL**

SECTION 7. TERTIARY EDUCATION

NAME OF INSTITUTION	YEAR	QUALIFICATION OBTAINED OR ENROLLED FOR

SECTION 8. PAYMENT DETAILS

PARTICULARS			
Name of Person / Institution Responsible for Payment:			
Relationship to Applicant:			
Residential Address:			
Postal Address:			
Employer:			
Position:			
Town:			
Email:			
Telephone Number		Cell:	

SECTION 9: CHECK LIST

To ensure your application is complete, please tick the checklist below.

ITEMS	TICK
Certified copies of ID/Passport/ (Birth Certificate if the applicant has not yet received an ID)	
One recent passport photo	
Certified copies of all your academic certificate(s) /results.	
Application fee	
Original official translation of the foreign qualification – if in a foreign language other than English	
NQA Evaluation letter (for International Qualification)	
School Results	

SECTION 10: DECLARATION TO BE SIGNED BY THE PROSPECTIVE STUDENT

I _____hereby agree to abide by the refund policy of this Institution, and any amendments thereto, as spelt out clearly in the refund policy (Annexure A). I/we also understand that this enrolment contract is accepted on the clear understanding that it cannot be cancelled upon commencement of a course.

Signed _____on this _____day of _____month of the year 20_____

FOR OFFICIAL USE ONLY

APPLICATION FEE RECEIVED:_____ **STUDENT NUMBER:**_____

ACCEPTED:_____ **REJECTED:**_____

OFFICIAL DATE STAMP

ANNEXURE A

REFUND POLICY

Application fee and registration fees are none refundable. A student may cancel the course within one week upon commencement of classes and receive a full refund for paid tuition fees. 50 % of the tuition fee paid will be levied in case of cancellation after one week. After 3 weeks cancellation can be made, but there will be no refund. Cancellation must be in writing and addressed to the registrar. Payment for students who cancelled can only be made after 30 workings days upon receiving the cancellation letter. Students a re expected to hand in all the institutional material before cancellation, failure to do so will result into refund being forfeited.

FEE STRUCTURE

	AMOUNT	REGISTRATION FEE	DURATION
BACHELOR'S DEGREE			
Bachelor in Occupational Health and Safety Honors (Level 8)	N$ 26,400.00	N$2,000.00	4 Years
Bachelor in Environmental Management and Sustainability Honors (Level 8)	N$ 26,400.00	N$2,000.00	4 Years
DIPLOMAS			
Diploma in Environmental Health Science (NQF Level 6)	N$24,850.00	N$2,000.00	2 Years
Diploma in Solar Equipment Installation and Maintenance (NQF Level 5)	N$24,850.00	N$2,000.00	1 Year
Diploma in Occupational Health and Safety (NQF Level 5)	N$ 24,850.00	N$2,000.00	1 Year
Diploma in Health Care Administration (NQF Level 6)	N$ 24,850.00	N$2,000.00	1 Year
Diploma in Dental Assisting (NQF Level 6)	N$ 24,850.00	N$2,000.00	1 Year
Diploma in Counselling (NQF Level 6)	N$ 24,850.00	N$2,000.00	1 Year
Diploma in Business Administration (NQF Level 6)	N$ 24,850.00	N$2,000.00	2 Years
Diploma in Accounting and Finance (NQF Level 6)	N$ 24,850.00	N$2,000.00	2 Years
Diploma in Transport and Logistics (NQF Level 6)	N$ 24,850.00	N$2,000.00	2 Years
Diploma in Computer Science (IT) (NQF Level 6)	N$ 24,850.00	N$2,000.00	2 Years
Diploma in Telecommunications (NQF Level 6)	N$ 24,850.00	N$2,000.00	2 Years
Diploma in Travel and Tourism (NQF Level 6)	N$ 24,850.00	N$2,000.00	2 Years
CERTIFICATES			
Certificate in Enrolled Nursing and Midwifery (NQF Level 6)	N$27,450.00	N$2,000.00	2 Year
Certificate in Occupational Health and Safety (NQF Level 4)	N$ 23,600.00	N$2,000.00	1 Year
Certificate in Business Administration (NQF Level 4)	N$ 23,600.00	N$2,000.00	1 Year
Certificate in Accounting and Finance (NQF Level 4)	N$ 23,600.00	N$2,000.00	1 Year
Certificate in Transport and Logistics (NQF Level 4)	N$ 23,600.00	N$2,000.00	1 Year
Certificate in Computer Science (NQF Level 4)	N$ 23,600.00	N$2,000.00	1 Year

Certificate in Telecommunications (NQF Level 4)	N$ 23,600.00	N$2,000.00	1 Year
Certificate in Insurance Intermediary (NQF Level 4)	N$ 23,600.00	N$2,000.00	1 Year
Certificate in Travel and Tourism (NQF Level 4)	N$ 23,600.00	N$2,000.00	1 Year
Certificate in Health Care Administration (NQF Level 4)	N$ 23,600.00	N$2,000.00	1 Year
Certificate in Dental Assisting (NQF Level 4)	N$ 23,950.00	N$2,000.00	1 Year
Certificate in Counselling (NQF Level 3) -	N$ 24,050.00	N$2,000.00	1 Year
Certificate in Emergency Care Practitioner Basic (ECP-B-)	N$ 11,000.00	N$2,000.00	7 Months
Certificate in Emergency Care Practitioner Intermediate (ECP-I)	N$ 23,750.00	N$2,000.00	5 Months
Certificate in Solar Equipment Installation and Maintenance Level 1-4	N$13,500.00/Level	N$2,000.00	1 Year & 6 months
National Vocational Certificate in Hairdressing - Level 4	N$ 23,600.00	N$2,000.00	1 Year
National Vocational Certificate in Beauty Therapy - Level 4	N$ 23,600.00	N$2,000.00	1 Year
National Vocational Certificate in Nail Technology - Level 4	N$ 23,600.00	N$2,000.00	1 Year
National Vocational Certificate in Clothing Production - 4	N$ 23,600.00	N$2,000.00	1 Year
National Vocation Certificate in Hospitality - Level 4	N$ 23,600.00	N$2,000.00	1 Year
SHORT COURSES			
First Aid Class-A	N$ 1,200.00	N/A	3 days
Occupational Health & Safety	N$ 1,200.00	N/A	3 days
Basic Firefighting	N$ 1,200.00	N/A	1 day
Basic Life Support For Health Care Providers	N$1,200.00	N/A	1 day
Working at Height	N$ 1,200.00	N/A	2 days
Combo: First Aid, Basic Firefighting & Occupational Health and Safety: Applicable from 5 people and above per company	N$ 750.00 P/P	N/A	As it is above
Risk Assessment	N$ 1,200.00	N/A	2 days
Confined Space	N$ 1,200.00	N/A	2 days
Basic Life Support for Healthcare providers	N$ 1,200.00	N/A	1 days
Customer Care Service	N$ 1,200.00	N/A	3 days

CONTACTS DETAILS

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PHYSICAL ADDRESS:

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