



LENYFAS COLLEGE
OF ANDRAGOGY

APPLICATION FORM

Please note that the application & registration fees is non-refundable

This Application form consists of 4 pages, fill them all.

APPLICATION NUMBER:

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The following must be paid at the nearest Centre/Campus.

- Application fees N\$ 70.00
- Registration fees N\$ 500.00
- Late Registration fees N\$ 640.00
- Mature age entry test N\$ 120.00

Passport photo

Documents to be submitted with this application form:

1. Copy of the Highest Qualification ID Copy
2. 1x Passport Photo

PLEASE USE CAPITAL LETTERS

YEAR OF ADMISSION

2	0		
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1. Please Indicate the Course that you like to apply for:

First choice: _____

Second Choice: _____

(Your second choice will be considered if your first choice application is unsuccessful.)

2. APPLICANT'S PARTICULARS

Student Number: _____ (for official use only)

Title: _____ Mr, Ms, Dr.etc

Surname: _____

First Name (s) _____

Date of Birth: _____

ID Number: _____

Male Female Citizenship: _____

Do you have disability? Yes No *(information required for planning purposes only)*

3. ADDRESS

Postal Address:

P O Box: _____

Town: _____

Region: _____

Residential Address:

Erf No: _____

Street: _____

Village/town/city: _____

Telephone Numbers:

At Home: _____

Cell: _____

4. APPLICANT'S NEXT OF KIN

Next of kin: _____

Next of kin contact Detail: _____

Relationship: _____

5. SCHOOL LEAVING PARTICULARS

Last secondary School Attended: _____

Town of the School: _____ Region of the School _____

Highest Grade passed: _____

Examination Body (Cape, IGCSE, NSSC): _____

NOTE: A CERTIFIED COPY OF YOUR CERTIFICATE SHOULD ACCOMPANY THIS APPLICATION

SUBJECT (BEST FIVE SUBJECTS PASSED) e.g. English 2 nd Language	LEVEL e.g. NSSC	SYMBOL e.g. B
1.		
2.		
3.		
4.		
5.		

LEVELS:ON = NSSC
IG = IGCSEAL = A LEVEL
HG = HIGHER GRADENH = NSSCH
SG = STANDARD GRADEOL = O LEVEL
LG = LOWER GRADE**6. POST-SCHOOL ACADEMIC QUALIFICATION:****NOTE: SUBMIT A FULL ACADEMIC RECORD ISSUED BY THE INSITUATION**

Name of Course (e.g. CPPTTE)	From Year	To Year	Name of University/College

7. ICT COMPETENCY

Give honest response because this is not a criteria for admission

WHAT IS LEVEL OF ICT COMPETENCY?	ADVANCED	INTERMEDIATE	BEGINNER
Do you have access to internet?	Yes	No	

FOR OFFICIAL USE

FOR OFFICIAL USE ONLY							
ACCEPT FIRST CHOICE		ACCEPT FIRST CHOICE		RETURN		REJECTED	
CONDITIONS APPLICABLE							
OVERALL POINTS OBTAINED		ENGLISH		MATHEMATICS		BIOLOGY	PHSYCAL SCIENCE

8. TERMS & CONDITIONS

8.1. The monthly installment **MUST** be paid before the 3rd of each month (A month in advance). If you fail to do so, a 15% penalty will be charged or legal action will be taken.

8.2. Fees are payable during the absence of the student due to illness or vacation/holiday. I.e. no refunds or discount will be made for absences of the student.

8.3. Students who will cancel their studies after the cancellation due date will be liable with their whole year fees.

8.4. For the once off payment of the total tuition fees, the student receives a 10% discount.

8.5. On failing to comply with the stipulation of this agreement, the account will be handed over to the lawyer or debt collection agency and the student's parent/guardian will pay all legal and other cost that may arise from this action.

Student refund terms, if tuition fees have already been paid in advance or at registration:

- i) First week after registration: 75% refund of tuition fees paid
- ii) Second week after registration: 35% refund of tuition fees paid
- iii) Third week after registration: 25% refund of tuition fees paid
- iv) Fourth Week or more after registration: 0% refund of tuition fees paid

9. DECLARATION BY THE APPLICANT

I _____ (Full name of the applicant/student) hereby declare that I fully understand and accept the conditions as set by **LenyFas College of Andragogy** furthermore, I do understand that no refunds will be done once registration has been made (registration fees is non-refundable) and that I will be fully liable for all fees.

Signature: _____

Date: _____

NB: ATTACH ALL CERTIFIED COPIES OF QUALIFICATIONS, IDENTIFICATION DOCUMENTS, WORKING EXPERIENCE (E.G) TESTIMONIAL LETTERS, PROOF OF PAYMENT OF APPLICATION FEE AND YOUR PASSPORT PHOTO).

Deposit the application fees into this account: Lenyfas College of Andragogy

Account Number: 62243823897

First National Bank

John Meinert Branch

❖ **No postal orders will be accepted**

❖ **Do not send cash via postal mail**