



COSDEF Arts & Crafts CENTRE

LONG COURSE: APPLICATION FORM 2020



CONDITIONS

1. Fill in the areas on the application form using **BLOCK LETTERS**, with black ink.
2. By completing this form does not mean the applicant will automatically be enrolled
3. A Non-refundable application fee of N\$ 60.00 in cash must accompany the application form. Attach all relevant certified supporting documents: Highest qualification obtained, Grade 10/12 or latest school leaving report, ID/ Birth certificate, etc.
4. Short courses are not listed on this application form. Contact the COSDEF Arts & Crafts Centre for more information.
5. The Starter Kit is included in the registration fee and it will remain with the trainee after completion of the course.

*Attach a recent
passport photo
here*

Course Applying for (Please mark the with an **(A)** as first choice and **(B)** as second choice)

Leather Craft & Design Level 2	<input type="checkbox"/>	Visual Arts, Craft & Design Level 2	<input type="checkbox"/>
Graphic Design Level 2	<input type="checkbox"/>	Fashion Design & Accessories Level 2	<input type="checkbox"/>

APPLICATION DETAILS

Surname:		Highest grade passed:	
First name (s):		Region:	
ID Number/Date of Birth:		Constituency:	
Residential Address:		Gender: Male <input type="checkbox"/> Female <input type="checkbox"/>	
Postal Address:	Town:	Contact/Cell Number:	
Nationality:		Email Address:	

Mark the box with an (X)

Disability status: Are you disabled? Yes No

If yes, please describe the type of disability:

NEXT OF KIN

Name:	Relationship:
Residential Address:	Cell/Tel No:

LANGUAGE PROFICIENCY

Your Home Language			
Other Languages	Speak	Read	Write

EDUCATION AND TRAINING

Highest grade completed (Indicate the last grade of school attendance)	
If you dropped out before grade 10, what was the reason?	

Have you participated in other training? Yes No

If yes, specify:

What kind of training:	
Training provider:	
Competencies/Qualifications obtained:	
Time and duration:	

MOTIVATION & INTEREST

What goals have you set for yourself? How will this training help you reach those goals?

What are your professional aspirations? Share with us the industry type of work & career aspirations you have for yourself.

YOUR FUTURE PLANS

What do you want to do after completing the course? (Mark the box with an X)

Find a job -----

Start my own business -----

Proceed to VTC or Tertiary Education -----

Something else (Specify): _____

FOR OFFICE USE ONLY

Received by:			
Signature: _____	Date: _____		
Provisional Admitted: Yes <input type="checkbox"/> No <input type="checkbox"/>	Waiting list: Yes <input type="checkbox"/> No <input type="checkbox"/>		



COSDEF Arts & Crafts
LONG COURSE
FEES FORM
2020



Fees Structure: Leather Craft / Visual Arts / Fashion / Graphic Design - National Level 2 Courses

Application Fee (Non-Refundable)	N\$ 60.00
Level 2 Registration Fee (Including Student Card and Starter Kit)	N\$ 940.00
Level 2 Course Fee	N\$ 3 000.00 (Min N\$375 per month over 8 months): March to October
External Assessment	N\$ 500.00 (Only applicable if trainee qualifies for the External Summative Assessment)
TOTAL COST of COURSE	N\$ 4500.00

Terms & Conditions

This document must be handed in with an application fee of N\$60-00 (non-refundable). This **DOES NOT** mean that the candidate has been accepted for the particular course. The application is subject to availability and outcome of the entrance interview.

The full registration fee must be paid in advance before commencement of the course (end of January).

- No Trainee will be allowed to continue without the registration paid in full.

The remaining course fee can be paid off after the course has started, with a minimum of N\$375-00 to be paid on a monthly basis.

I agree that the information I stated above is legal and can be trusted. I agree to the terms and conditions stated for the application fees. I therefore take the opportunity to enroll with COSDEF Arts & Craft Centre and adhere to the Centre-based policy.

I _____ hereby acknowledge that I have read the above conditions and accept it. I also agree that if it is discovered that I provided wrong/false information on this application form, my application will not be considered. Further I understand that if it is discovered that information on this form is incorrect, it will lead to my immediate expulsion from the Centre. I undertake to abide by the rules as laid by the Centre and understand disciplinary action may be laid down from time to time. I agree that I'm solely responsible for the course fees and class attendance.

This form is legally binding the trainee to adhere to the policies and regulations of COSDEF Arts & Crafts Centre to pay all course fees in full even if the trainee has decided not to continue with the course or if trainee is expelled due to disciplinary reasons. Failure to do so will result into legal procedures.

Applicant's signature _____

Date _____