

# IOL ACADEMIC APPLICATION FORM



APRIL 2016

*Education is the greatest equaliser*

Please complete this form in full.

<b>IOL STUDENT DETAILS:</b>	
SURNAME :	FIRST NAME:
INITIALS:	MARITAL STATUS:
TITLE:	I.D NUMBER:
DATE OF BIRTH: yy:                      mm:                      dd:	POSTAL ADDRESS:
DELIVERY ADDRESS:	TOWN:
STREET ADDRESS:	CELL NO:    HOME NO:
YES, I WILL COLLECT THE STUDY MATERIAL	OFFICE NO:    FAX:
PLEASE DELIVER THE STUDY MATERIAL	ARE YOU DISABLED? DESCRIBE:

1. HIGHEST SCHOOL QUALIFICATION (Gr 10/Std 8, Gr 12/Std 10):.....  
 NAME OF SCHOOL:.....

2. ATTENDANCE QUALIFICATIONS (Workshops, Short courses etc):.....  
 NAME OF INSTITUTION:.....

3. PROFESSIONAL QUALIFICATIONS (CERTIFICATE, DIPLOMA, DEGREE):.....  
 UNIVERSITY/COLLEGE/INSTITUTION:.....

**STUDY BUDDY GROUP:**

YES     NO    MY CONTACT DETAILS CAN BE MADE AVAILABLE TO OTHER STUDENTS

YES     NO    CONTACT DETAILS OF OTHER STUDENTS CAN BE MADE AVAILABLE TO ME

EMPLOYER:..... ADDRESS:.....

PAY POINT:..... TOWN:.....

REFER A FRIEND (SURNAME & INITIALS):..... (CELL NO):.....

IOL OFFICE:    WINDHOEK                          ONGWEDIVA                          KEETMANSHOOP                          RUNDU   

                    WALVIS BAY                          OTJIWARONGO                          KATIMA MULILO   

METHOD OF PAYMENT: (SELECT ONE ONLY)

**1. CASH PAYMENT:                      (PAYMENT OF STUDENT SUPPORT FEE IS COMPULSORY)**

LOAN AMOUNT: N\$	<b>BANK DETAILS: INSTITUTE FOR OPEN LEARNING FIRST NATIONAL BANK ACCOUNT NUMBER: 62122858452 BRANCH CODE: 281872</b>  <b>COMPULSORY:</b> FAX or E-MAIL or ATTACH - DEPOSIT SLIP + ID NUMBER + STUDENT / CIF NUMBER
STUDENT SUPPORT FEE: N\$	
ADDITIONAL STUDY MATERIAL: N\$	
GRAND TOTAL: N\$	

NO CASH SHOULD BE PAID to either IOL or TRUSTCO FINANCE PERSONNEL. The responsibility for lost cash remains that of the student.

DECLARE THE SOURCE OF THE CASH:

**2. TRUSTCO FINANCE LOAN:**

SEE / VERIFY THE LOAN APPLICATION FORM FOR: LOAN AMOUNT + STUDENT SUPPORT FEE + ADDITIONAL STUDY MATERIALS + APPLICABLE OTHER FEES PAYABLE

= GRAND TOTAL: N\$.....

**ESSENTIAL DOCUMENTS:**

CERTIFIED COPY OF ID  
COPY OF LATEST PAY SLIP  
LETTER OF APPOINTMENT

IOL WILL NEED A DECLARATION UNDER OATH IF THERE IS A VARIATION OF YOUR ID PARTICULARS REFERRING TO THE ID, SALARY SLIP AND RELEVANT DOCUMENTS

**THIS IS A LEGAL AND BINDING CONTRACT BETWEEN THE INSTITUTE FOR OPEN LEARNING AND THE UNDERSIGNED**

I DECLARE THAT,

**NO CANCELLATIONS WILL BE ACCEPTED AFTER REGISTRATION**

- (1) All the particulars furnished by me on this form are true and correct, and I undertake to comply with rules, regulations and decisions of IOL, and any amendments thereto, and have taken note of advice which may be applicable to students in general and/or to the field of study for which I am registered;
- (2) The duty is upon myself to establish the level of benefits, if any, offered by my employer in case of successful completion of the course;
- (3) IOL shall be entitled upon notice to the student to provide such equipment or material as it deems necessary in the interest of the student;
- (4) Any cost incidental thereto shall be added to the fees payable. The student mandates IOL to instruct TRUSTCO FINANCE to adjust the loan accordingly;
- (5.1) In case of the goods being delivered by the Seller to the Purchaser, the address submitted by the Purchaser in this agreement shall be deemed to be the official delivery address of the Purchaser and all goods purchased shall be deemed to have been delivered to the Purchaser;
- (5.2) The Purchaser shall be liable to provide the Seller with written notice to the Seller on changing his/her address for the purposes of delivery;
- (5.3) All goods will become the risk and responsibility of the Purchaser once goods have been offloaded at the Purchaser's address set forth in the heading of this Contract. Delivery of the goods shall discharge the Seller of its obligations in terms of this agreement;
- (5.4) The Seller shall not be liable for the loss of goods or profit or any damages to the delivered goods if delivered to Purchaser's address;
- (5.5) In the case of delivery by any other means including that of the Purchaser collecting the goods from the Seller's premises, delivery is deemed to have taken place upon the delivery receipt being signed by the Purchaser and the risk of damage to or the loss of the goods shall pass to the Purchaser at the time of delivery;
- (5.6) It is precedent that the Seller shall not be liable for the loss of profits or any damage direct or indirect, consequential or otherwise, sustained by the Purchaser in consequence of deliveries, which may be in any respect incurred, or in consequence of non-delivery or late deliveries due to breakdowns of machines, strikes, labour disputes, wars, riots, civil commotion, delays by manufactures, or in transport accidents, legislation or regulations of any government or other authority, or other causes beyond our control;
- (5.7) Any times or dates for delivery or performance quoted by Seller are business estimates only and do not contribute contractual obligations;

**PLEASE NOTE!!....IT WILL TAKE 10 WORKING DAYS TO FINALISE YOUR REGISTRATION**

STUDENT (Signature): ..... DATE: .....

MARKETER (name & surname): ..... SIGNATURE: .....

DATE: .....

**APPROVAL OF YOUR APPLICATION MAY BE DELAYED IF ANY OF THE ABOVE INFORMATION IS NOT INCLUDED**

**ACADEMIC APPLICATION FORM**



**I·O·L**  
INSTITUTE  
FOR  
OPEN LEARNING

<b>B.Ed HONOURS DEGREE (FOR PRE - PRIMARY, JUNIOR PRIMARY, UPPER PRIMARY, JUNIOR SECONDARY AND SENIOR SECONDARY TEACHERS)</b>			
YOU WILL RECEIVE A FREE e-BOOK READER/KINDLE WITH ALL YOUR STUDY GUIDES LOADED ON THE DEVICE			
STUDY GUIDES IN HARD COPY = N\$ 1500-00 ADDITIONAL:	YES	NO	(N\$ 3000-00 FOR THE 2 YEARS)
CLASSROOM TEACHING & MANAGEMENT FOR SECONDARY TEACHING = N\$ 275-00:	YES	NO	
GO FOR LIFE SKILLS GRADE 10 = N\$ 159-79	YES	NO	(WHILE STOCKS LAST)

**FOR CASH PAYMENTS THE IMMEDIATE PAYMENT OF N\$ 1200-00 STUDENT SUPPORT FEE PER YEAR IS COMPULSORY**

**YEAR 1 / Semester 1: (compulsory subject)**  
 CURRICULUM STUDIES this subject is compulsory should your choice for CAREER SPECIALISATION be CURRICULUM THEORY and PRACTICE A.  
 This subject MUST be passed BEFORE you can study CURRICULUM THEORY and PRACTICE A.  
 An additional SUBJECT FEE will be charged against the student for this subject.

**YEAR 1: CAREER SPECIALISATION (SELECT ONE OF THE FOLLOWING)**

- TEACHING AND ASSESMENT MENTORING A
- SCHOOL LEADERSHIP AND MANAGEMENT A
- CURRICULUM THEORY AND PRACTICES A

**YEAR 2: CAREER SPECIALISATION (YOU SHOULD CONTINUE WITH YOUR CHOICE FROM YEAR 1)**

- TEACHING AND ASSESMENT MENTORING B
- SCHOOL LEADERSHIP AND MANAGEMENT B
- CURRICULUM THEORY AND PRACTICES B

<b>EXAMINATION VENUES:</b>			
ELCIN CENTRE	GOBABIS TRC	KHORIXAS TRC	DAVID SHEEHAMA SS
BRENDAN SIMBWAYE PS	USAKOS SS	PUTUAVANGA SS	KEETMANSHOOP/IOL OFFICE
FRIDRICH AWASEB	PARETIS SS	HEROES PS	WALVIS BAY/IOL OFFICE
OMARURU LIBRARY	DR LEMMER SS	OKAKARARA SS	ORBAN PS
MARIENTAL SS	NOORDGRENS SS	KARASBURG TRC	LUDERITZ LIBRARY

<b>DIPLOMA IN SECONDARY EDUCATION (DSE)</b>	
YOU WILL RECEIVE A FREE e-BOOK READER/KINDLE WITH ALL YOUR STUDY GUIDES LOADED ON THE DEVICE	
STUDY GUIDES IN HARD COPY = N\$ 4 000-00 ADDITIONAL: YES <input type="checkbox"/> NO <input type="checkbox"/>	
CLASSROOM TEACHING & MANAGEMENT FOR SECONDARY TEACHING = N\$ 275-00 ADDITIONAL: YES <input type="checkbox"/> NO <input type="checkbox"/>	
<b>FOR CASH PAYMENTS THE IMMEDIATE PAYMENT OF N\$ 1800-00 STUDENT SUPPORT FEE PER YEAR IS COMPULSORY</b>	

<b>SPECIALISED SUBJECTS (compulsory) - Mark two (2) subjects:</b>				
BUSINESS STUDIES <input type="checkbox"/>	MATHEMATICS <input type="checkbox"/>	ACCOUNTING <input type="checkbox"/>	GEOGRAPHY <input type="checkbox"/>	
COMPUTER STUDIES <input type="checkbox"/>	BIOLOGY <input type="checkbox"/>	ECONOMICS <input type="checkbox"/>	HISTORY <input type="checkbox"/>	ENGLISH <input type="checkbox"/>
<b>EXAMINATION VENUES:</b>				
ERUNDU SSS <input type="checkbox"/>	DAVID SHEEHAMA SS <input type="checkbox"/>	HEROES PS <input type="checkbox"/>		
BRENDAN SIMBWAYE PS <input type="checkbox"/>	NOORDGRENS SS <input type="checkbox"/>	ORBAN PS <input type="checkbox"/>		
FRIDRICH AWASEB SS <input type="checkbox"/>	PARETIS SS <input type="checkbox"/>	OKAKARARA SS <input type="checkbox"/>		
OMARURU LIBRARY <input type="checkbox"/>	LUDERITZ LIBRARY <input type="checkbox"/>	KARASBURG TRC <input type="checkbox"/>		
MARIENTAL SS <input type="checkbox"/>	DR LEMMER SS <input type="checkbox"/>	KEETMANSHOOP/IOL OFFICE <input type="checkbox"/>		
GOBABIS TRC <input type="checkbox"/>	KHORIXAS TRC <input type="checkbox"/>	WALVIS BAY/IOL OFFICE <input type="checkbox"/>		
USAKOS SS <input type="checkbox"/>	PUTUAVANGA SS <input type="checkbox"/>			

