



WHAT YOU NEED TO KNOW BEFORE THE 2022 APPLICATION PROCESS

Windhoek, 17 December 2021.

The Namibia Students Financial Assistance Fund notifies potential applicants for 2022 academic year about important information and documents required for application.

Prospective applicants are advised to take note of the following information:

1. NSFAF provides financial assistance to eligible students mainly in a form of loans.
2. No student should be considered for NSFAF funding if he/she has already benefited from a programme at the same level of qualification framework.
3. A student may only receive financial assistance from the Fund to study at any two qualification levels (i.e. Diploma, Bachelor's Degree, Honour's Degree, Master's Degree, or Doctoral Degree). Funding for a third qualification level shall only be permissible if a debtor has settled previous debts. This is necessary to allow the opportunity for other students to benefit from the allocated student funding and also in case of a loan to avoid over-indebting the students.
4. A student who is already a beneficiary but failed/passed a previous academic year but applied for funding the following year to pursue a different programme will not be funded for the new program. NSFAF shall nullify the award upon identifying such a case.
5. An applicant, who fails to submit all required documents before the closing date of the application period, will be rejected.

5.1 Documents to be attached when applying for **UNDERGRADUATE studies' financial assistance:**

- a) A copy of the Full birth certificate, Certified by the Commissioner of Oath,
- b) A copy of a Namibian Identification (ID), Certified by the Commissioner of Oath,
- c) A copy/copies of school leaving certificate(s) [Grade 11/12 or equivalent, Certified by the Commissioner of Oath, **(this applies to those already with grade 11/12 results)**,
- d) A copy of mother's ID or Death certificate, Certified by the Commissioner of Oath or a Declaration made with the Namibian Police made by any remaining parent/guardian,
- e) A copy of father's ID/ Death certificate, Certified by the Commissioner of Oath or a Declaration made with the Namibian Police made by any remaining parent/guardian,
- f) Parents/ Guardian pay slip with the company stamp or Declaration made with the Commissioner of Oath, in case of unemployment,
- g) A copy of your payslip with the company stamp (if the applicant is employed),
- h) In case the applicant is married, provide Spouse's ID and payslip instead of parents',
- i) A copy of a grade 10 certificate, Certified by the Commissioner of Oath (VTCs or mature age applicants),
- j) A copy of proof of admission and test results on mature age from a Public Institution, Certified by the Commissioner of Oath, (For applicant through mature age, applicable only to those with at least 23 years old),
- k) Copy of work experience, (applicant applying through Mature Age entry, 3 years for grade 12 certificate holder and 5 years for grade 10 certificate holder),
- l) A copy of evaluation from Namibia Qualifications Authority (NQA), certified by the Commissioner of the Oath, for all foreign qualifications (including grade 12 certificates).

5.2 Documents to be attached when applying for **POSTGRADUATE studies' financial assistance:**

- a) A copy of the Full birth certificate, Certified by the Commissioner of Oath,
- b) A copy of a Namibian Identification (ID), Certified by the Commissioner of Oath,
- c) A copy of Bachelor's degree at least on NQF level 7, if studying towards an honors degree, or a copy of a master's degree if studying towards a PhD, Certified by the Commissioner of Oath. If certificates are not issued by the Institution at the time of application, attach academic records, indicating the certificate has been obtained,
- d) A copy of mother's ID/ Death certificate, Certified by the Commissioner of Oath or a Declaration made with the Namibian Police made by any remaining parent/guardian,
- e) A copy of father's ID/ Death certificate, Certified by the Commissioner of Oath or a Declaration made with the Namibian Police made by any remaining parent/guardian,
- f) In case the applicant is married, provide Spouse's ID and payslip instead of parents',
- g) A copy of your payslip with the company stamp (if the applicant is employed),
- h) A copy of the evaluation from Namibia Qualifications Authority (NQA), certified by the Namibian Police, for all foreign qualifications.

6. **NSFAF REQUIREMENTS FOR FUNDING: UNDERGRADUATE, VOCATIONAL AND POSTGRADUATE**

6.1. REQUIREMENT FOR UNDERGRADUATE

6.1.1. UNDERGRADUATE DEGREE PROGRAMMES

- (a) Applicants should have obtained 25 points in Grade 12, in Five (5) subjects with a minimum of E symbol in English. **English will form part of the five subjects to be counted**; or
- (b) Applicants should have obtained a Diploma at NQF Level 6 at an accredited Institution of Higher Learning provided the applicant has a minimum of 22 points in Grade 12.
- (c) **Undergraduate Studies at international Institutions**
 - i. Applicants should have obtained **35 points** (in grade 12) in five subjects (including English) with an E in English to qualify for funding to study internationally for medicine and engineering.
 - ii. For other fields of study, applicants should have obtained **30 points** (in grade 12) in five subjects (including English) with an E in English to qualify for funding.

6.1.2. **Undergraduate Diploma Programmes**

- (a) Applicants should have obtained 22 points in Grade 12, in Five (5) subjects with a minimum of F symbol in English. English will form part of the five subjects to be counted.

6.1.3. Undergraduate through **Mature age** (Applicable for Public Institutions only)

- (a) must be 23 years of age and above;
- (b) has a Grade 10 certificate, with five (5) years minimum working experience; or
- (c) has a Grade 12 certificate with three (3) years minimum working experience;
- (d) Has ability to top up should funding be insufficient for the intended course of study;
- (e) Provide proof of admission on mature age level from the institution of higher learning including the mature age entry test results.

7. Requirements for VET financial assistance

7.1. Government or SOE owned VTCs

- (a) Full-time/Part-time Applicants studying at approved Vocational Training Centres (Institutions registered under Vocational Education and Training Act, 2008 (Act No. 1 of 2008);
- (b) Priority will be given to applicants studying priority fields of study as determined from time to time to qualify for funding; and

7.2. Privately owned VTCs

- (a) Full-time/Part-time applicants studying at accredited and recognized VTC (Institutions registered under VET ACT 1 of 2008) and offer accredited qualifications;
- (b) Obtain a minimum of 20 points in Grade 12 in six (6) subjects with a Symbol F in English;
- (c) Obtained admission at an approved VTC in Namibia studying towards minimum NQF Level 1 and Maximum NQF Level 6 qualification;
- (d) Priority will be given to Private VTC beneficiaries studying priority fields of study as determined from time to time to qualify for funding.

7.3. International requirements for VET trainees

- (a) Must have obtained 25 points in grade 12, in five subjects, with at least symbol F in English;

Financial Assistance may be offered in the event of direct transfers from local to international VTC institutions if the programme or level is not offered in Namibia.
- (b) Priority will be given to applicants studying abroad in priority fields of study if the programme/level is not offered in Namibia.

8. Requirement for postgraduate studies

- (a) Applicants studying towards post-graduate Diploma/ Honours, Masters and PhD programmes or Research based postgraduate study;
- (b) Applicants already have prior undergraduate qualifications (Bachelor degree level 7, Honours level 8, or Masters level 9), or have completed their studies but waiting for the graduation to be officially conferred;
- (c) The applicant must have been admitted or enrolled to study on a full-time or part-time or distance mode at an approved local **or international** institution of higher education;
- (d) Consideration will only be given to applicants studying towards priority fields of studies;
- (e) Applicants should submit proof of provisional admission attached to their applications;
- (f) Preference will be given to the students studying at Local Institutions and within SADC.

Note: For more information, visit www.nsfaf.na