



DISCIPLINE KNOWLEDGE INNOVATION

Omuthiya Vocational Training Centre

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PROSPECTUS OF OMUTHIYA VOCATIONAL TRAINING CENTRE

2024

085 7789226 / 081 2452855

EST. 2022

DISCIPLINE KNOWLEDGE INNOVATION

2024

OMVTC

P O Box 19849, OMUTHIYA

Omuthiya vocational training centre is a Namibian owned institution which was established within an aim to empower young brothers and sisters with skills and innovation experience. We exist to offer quality vocational education, and our main aims are to exceed our clients' expectations. Upon the completion of their courses, they will be well prepared for the job market and become employers or employees in different sectors of the economy.

A. COURSES WE OFFER

- ❖ Auto mechanics
- ❖ Office administration
- ❖ Hospitality and tourism
- ❖ Welding and metal fabrications
- ❖ Free basic computer for all trainees

B. ENTRANCE REQUIREMENTS FOR ALL TRAINEES

- ❖ At least 16 years of age and above ❖ Minimum grade 8
- ❖ Practical work-related experience.

C. CLOSING DATE FOR APPLICATIONS ARE:

- ❖ **January intake:** 24 January 2024
- ❖ **July intake:** 26 July 2024

D. DOCUMENT TO BE ATTACHED TO THE APPLICATION FORMS

- ❖ Copy of a certified ID
- ❖ Copies of qualifications
- ❖ 1 passport photo
- ❖ An application fee of N\$ 50.00

E. APPRENTICESHIP COURSE STRUCTURE FOR FULL TIME TRAINEES.

The Centre offers a variety of L1-L3 in all courses of studies that run on semester basis, commencing in February each year. The one year and six (6) months courses CBET training system in accordance with the prescriptions and recommendations of the industry, within the following framework.

F. DAY AND EVENING CLASSES TO OUR FULL-TIME TRAINEES.

- ❖ **Morning classes** 8h00 to 14H30min
- ❖ **Evening classes** 18H00 to 21H00

G. SKILLS UPGRADING

It runs from one week to 3 months; however, it also depends on the trainee's capability.

I. LEVEL 1 FEES

Trade Name	DURATION OF L1	REGISTRATION FEES	MONTHLY INSTALLMENTS	EXAMINATION FEES	TOTAL AMOUNT of Level 1
Auto Mechanics	6 months	N\$ 500.00	N\$ 550.00	N\$ 400.00	N\$ 4200.00
Office Administration	6 months	N\$ 400.00	N\$ 550.00	N\$ 400.00	N\$ 4100.00
Hospitality & Tourisms	6 months	N\$ 400.00	N\$ 550.00	N\$ 400.00	N\$ 4100.00
Welding & Metal Fabrications	6 months	N\$ 500.00	N\$ 700.00	N\$ 400.00	N\$ 5100.00
Basic Computer	3 months	N\$ 300.00	N\$ 400.00	N\$ 400.00	N\$ 1900.00

II. LEVEL 2 FEES

Trade Name	DURATION OF L2	REGISTRATION FEES	MONTHLY INSTALLMENTS	EXAMINATION FEES	TOTAL AMOUNT OF THE COURSE
Auto Mechanics	6 months	N\$ 500.00	N\$ 600.00	N\$ 400.00	N\$ 4500.00
Office Administration	6 months	N\$ 400.00	N\$ 600.00	N\$ 400.00	N\$ 4400.00
Hospitality & Tourisms	6 months	N\$ 400.00	N\$ 600.00	N\$ 400.00	N\$ 4400.00
Welding & Metal Fabrications	6 months	N\$ 500.00	N\$ 750.00	N\$ 400.00	N\$ 5400.00

DUE DATE OF MONTHLY INSTALLMENTS OF ALL FULL TIME TRAINEES IS 10TH OF EACH MONTH.

BANK DETAILS

OMUTHIYA VOCATIONAL TRAINING CENTRE

ACCOUNT NO: 8031176693

BANK WINDHOEK

