



SUNSHINE PRIVATE COLLEGE

Application for Admission January 2026

Passport
Photo

This application is not binding on either the applicant or the College. All information supplied will be treated as confidential. A non-refundable N\$200 Application Fee is charged. NB: Online application is free.

Instructions:

Use BLOCK LETTERS to complete this form.

In the square box provided, put an 'X' appropriately.

Please note that incomplete applications may be rejected. ALL CERTIFICATES MUST BE TRUE CERTIFIED COPIES of the original. Submitted documents will be filed and are not returnable.

Documents checklist: (Please mark enclosed)

To be attached to the Application Form

- ☐ Certified ID
- ☐ Certified Birth Certificate
- ☐ Certified School Leaving Certificate/Passport
- ☐ Size Photos
- ☐ NQA Evaluation Report (if applicable)
- ☐ 2nd Term School Results, (If applicable)
Certified by School Principal

For Official Use Only:

Application Receipt NO.

Total Points Obtained

Symbol in English

Section A: Personal Details

Title	Mr		Ms		Others		Gender	M		F				
Surname						Maiden Name <small>(If Applicable)</small>								
First Names (s) <small>(In Full)</small>									Initials					
Marital Status						Date of Birth	D	D	M	M	Y	Y	Y	Y
ID/Passport No.														

Home Language						Home Town							
Home Address													
Postal Address													
Telephone						Mobile							
Email Address <small>(Valid)</small>						Religion							
Citizenship													

Do you have any disability?	Yes		No										
If "Yes" please specify.													
Based on your disability, do you have special needs?	Yes		No										
If "YES", please briefly state your additional special needs based upon the indicated impairment or disability.													
Indicate whether you are:	Marginalised		Orphan		Vulnerable		Albino						

Section B: Next of Kin Details

Relationship	Father		Mother		Spouse		Other	
Name and Surname								
Postal Address								
Home Address								
Telephone						Mobile		
Occupation								
ID Number								

Section C: Choice of Programme and Mode of Study

Mode of Study	Full-time		Part-time		Online		
Preferred entry point	Normal		Mature		Others specify		
First Choice							
Second Choice							
Specialization							

Choose preferred examination centre

Examination Centre	Windhoek		Oshakati	
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Section D: Fees Payment Details

Name of Person / Institution Responsible for Payment			
ID if person			
Email Address			
Telephone / Mobile			
Postal Address			
Source of fund			
Employment Details			
Name of Employer			
Occupation			
Physical Address			
Employers Contact			

Section E: High School Attended

Secondary education details *(Please attach certified copy of latest school report / school leaving certificate)*

Name of School			Region of School		
Examination Board		Examination Year		Current Grade	

Please list, in the table below, all your High School subjects (e.g. Mathematics, English), the level in which you graduated, e.g. NSSCO/H /NSSCAS/IGCSE, (O' Level or A-Level) and the symbol (e.g. A, B, C or 1, 2, 3):

Subject	Level	Symbol

Previous/Current Tertiary Studies (Degrees/Diplomas Only)

Qualification Name (Degree or Diploma Name)	
Name of Institution/Tertiary	Year Obtained

Section F: Employment Details

Employer Name	
Occupation	
Postal Address	
Contact Details	
Physical Address	

Section G: Additional Statistical Details

Region of Origin (Where you were born / grew up)

Omusati		Omaheke	
Khomas		Kavango East	
Erongo		Kavango West	
Zambezi		Oshana	
Otjozondjupa		Oshikoto	
Kunene		Ohangwena	
Hardap		Karas	
Other (Foreign Student)			

PLEASE NOTE

1. Enclose all supporting documentation with this application (all documents must be certified by a recognized authority). Please note that incomplete documentation may delay the application process and or may cause the application to be rejected.
2. This application is the property of Sunshine Private College. Supporting documentation will NOT be returned.

Please **DO NOT** SUBMIT ORIGINALS, but only officially certified true copies.

Declaration

I hereby declare that all the information and particulars given in this application form are true and correct. I fully understand that if any information provided in this form is found to be incorrect and misleading, my application may be rejected or I may face legal action. I further declare that my enrolment as a student at Sunshine Private College shall be subject to the terms and conditions contained in the agreement, which I shall complete, sign and submit at registration.

SIGNATURE OF
APPLICANT

DATE

D	D	M	M	Y	Y	Y	Y
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SIGNATURE OF
GUARDIAN

(If applicant is under 21 years of age if
applicant is not responsible for fees
payment)

DATE

D	D	M	M	Y	Y	Y	Y
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Bank Details

SUNSHINE PRIVATE COLLEGE

Standard Bank of Namibia

Account Number: 60004895753

Branch Name: AUSSPANNPLATZ

EFT TRANSFER: 087373

Account Type: Business Cheque Account

Branch Code: 082672

SWIFT CODE: SBNMNANX

This application form should be accompanied by a copy of an official receipt from Sunshine Private College or a copy of Proof of Payment (Bank Deposit Slip) of N\$200 (Two Hundred Namibian Dollars).

CONTACT DETAILS

Please submit your fully completed Application Form to:

Sunshine Private College, P. O Box 40529, Ausspannplatz Windhoek,
Namibia, or Erf 676, Schweitzer Street, Windhoek West, Windhoek, Namibia, or
Email: admissionstertiary@sunshine.edu.na or Call Sunshine Private College Office: +26461221805 or
+264 812 885 258.

