INSTITUTE OF NAMIBIAN QUANTITY SURVEYORS
TUITION BURSARY APPLICATION FORM

INSTRUCTIONS TO APPLICANT

i) Application forms must be completed in the Applicant's own handwriting in BLOCK letters.
ii) All supporting documentation **must** accompany this application form. Failure to do so will result in the application being rejected.
iii) Applications must reach the offices of the Institute of Namibian Quantity Surveyors (INQS) no later than 31 January 2027. **NO** late applications will be considered.
iv) All applications will be treated as confidential.
v) **NO** material or documents submitted with this application form will be returned to applicants.
vi) Tuition bursary application are **ONLY** for Quantity Surveying courses at *recognised & accredited* educational institutions in South Africa & Namibia.

1. PERSONAL PARTICULARS

1.1 Surname _____

1.2 First names (in full) _____

1.3 Identity no. _____

1.4 Date of birth _____

1.5 Place of birth _____

1.6 Age _____

1.7 Gender (Please indicate with a ✓) Male _____ Female _____

1.8 Postal Address _____

1.9 Residential Address _____

1.10 *Personal Contact Details:*

1.10.1 Telephone no. _____ Dialling Code _____

1.10.2 Cell phone no. _____

1.10.3 Email _____

1.11 Religion _____

1.12 Sports and Hobbies _____

1.13 Parent's/Guardian's surname _____

1.14 Parent's/Guardian's first name(s) _____

1.15 Parent's/Guardian's name of employer _____

1.16 Parent's/Guardian's occupation and position held at firm: _____

1.17 *Parent's/Guardian's Contact Details:*

1.17.1 Parent's/Guardian's telephone no. _____ Dialling Code _____

1.17.2 Cell phone no. _____

1.17.3 Email _____

I hereby declare that the information provided in this application is correct and true in every respect. I am aware that failure to provide correct information will lead to my application being disqualified. Therefore, should I be awarded the scholarship, I will abide by the regulations applicable.

_____ _____

SIGNATURE OF APPLICANT DATE

2. SCHOOL RECORDS

2.1 Last school attended _____

2.2 Year _____

2.3 Street address of school _____

2.4 Telephone no. of school _____

2.5 Highest Grade achieved _____

2.6 List all subjects taken and marks obtained

_____

_____

2.7 List all sports played and extra-mural activities undertaken at school. Highlight any achievements and awards in this regard.

_____

_____

2.8 List all other achievements at school (e.g. class captain, prefect, head boy/girl, etc.)

3. OTHER ACADEMIC QUALIFICATIONS

Note:
This section need only be completed by Applicants who have undertaken further studies after having completed their secondary education.

3.1 Field of study undertaken

3.2 Name of institution

3.3 Qualification obtained

3.4 If Studies have been discontinued, please state full reasons

4. EMPLOYMENT RECORD

Note:
This section need only be completed by Applicants who have been employed after having completed their secondary education.

4.1 Previous employment

4.2 Position held

4.3 Period of employment

4.4 Reason for leaving

5. DETAILS OF BURSARY FOR WHICH APPLICATION IS BEING MADE

5.1 Has an application been made to an educational institution to study quantity surveying? (Please indicate with a ✓)

YES NO

5.2 Has your application been accepted or provisionally accepted? (Please indicate with a ✓)

YES NO PROVISIONALLY

5.3 Name of educational institution

5.4 Student no.

5.5 Academic year of study

5.6 Course for which application has been made

5.7 Duration of course

5.8 **Tuition fees** during the year of study

5.9 What arrangements, if any, have been made for accommodation during the first year of study?

5.10 If you have been accepted into a hostel operated by the educational institution, what is the hostel fees payable during the year of tuition?

5.11 Do you currently study with a bursary? (Please indicate with a ✓) YES NO

5.12 If yes, name of bursary

5.13 Annual value of the bursary N$

5.14 Do you have a study loan? (Please indicate with a ✓) YES NO

5.15 If yes, name of loan

5.16 Year obtained

6. **DETAILS OF SUPPORTING DOCUMENTS TO BE SUBMITTED WITH THIS APPLICATION**

General Notes:

- **DO NOT** submit original documents as the Institute of Namibian Quantity Surveyors cannot and is not able to return them.
- **ONLY** copies of original documents certified by a Commissioner of Oaths as a true copy of the original must be submitted.
- **TAKE NOTE** – Application will not be considered if all the documents, as stated here below, are attached with your application.

The following MUST be submitted with this application form:

1. A recent clear passport size photograph of the Applicant.
2. A certified copy of the Applicant's Namibian Identity Document or the Applicant's Namibian Passport.
3. A certified copy of the Applicant's School Leaving Certificate.
4. A copy of the letter of acceptance or provisional acceptance by the educational institution referred to in 5.3.
5. 1st year's official Transcript of marks of your studies at the educational institution referred to in 5.3.
6. An original quotation of educational institution on tuition monies referred to in 5.3.
   (***no*** accommodation fees, ***only*** tuition fees)
7. A written reference from *two* persons personally known to the Applicant (excluding family members), such as a minister, priest or headmaster.
8. A written motivation by the Applicant stating his or her reasons for wishing to study quantity surveying and why a bursary is necessary for the Applicant to study further. The motivation should not exceed 300 words in length.
9. A short Curriculum Vitae (CV).
10. Student's actual and estimated income and expenditures for the academic year.
11. Proof of INQS affiliated student membership.

Applications can be forwarded to;

By email:
inqs@iafrica.com.na / info@inqs.org.na

Attention to: The INQS Bursary Sub-Committee