



## Health Professions Councils of Namibia

P Bag 13387, Windhoek  
36/37 Schönlein Street, Windhoek West  
Telephone +264 61 245586 / 245928 / 247281 / 245052  
/ Fax +264 61 224549 / 271891  
e-mail address: [nc@hpcna.com.na](mailto:nc@hpcna.com.na)  
website: [www.hpcna.com](http://www.hpcna.com)

### NURSING COUNCIL OF NAMIBIA

Please complete this form in full. Completed forms must be addressed to the Registrar

A

Application for Registration as \_\_\_\_\_  
(Indicate your profession please)

The following documents (original or certified by a Commissioner of Oaths) must accompany your application:

1. Proof of citizenship (birth certificate, passport, identity document, \*Certificate of Citizenship issued by Ministry of Home Affairs & Immigration (\*only in the case of Namibian citizens).
2. Qualifications on which your application is based (**Qualifications obtained outside Namibia must be submitted together with a confirmation that the qualification entitles the holder to practice the profession concerned, in the country where the qualification was obtained**).
3. Certificate of Registration from the country in which the qualification in 2 above was obtained or other proof of entitlement to practice in that country.
4. **Original Letter of Good Standing** (Certificate of Status) from every registering authority covering all countries you have worked in over the last 5 years or since completion of internship/practical training if you have less than 5 years 'experience. The certificate must be issued not more than 120 days before the date of submission of your application.
5. Proof of competency in English if not a graduate of an English medium university/training institution.
6. **Detailed copy of transcript of subjects** (Must be an official document with the official seal of the training institution).
7. Proof of qualification evaluation from **Namibia Qualification Authority** (NQA) (Foreign trained).
8. An Apostille from the country of origin of qualifications, if obtained outside Namibia may be required (*An Apostille is a certificate that authenticates the origin of the document*).
9. All documents must be translated into the English language and certified by a sworn translator
10. **Non-refundable** fees application for registration:

	<u>Namibian</u>	<u>Non-Citizen</u>
Registered Nurse	N\$ 580.00	N\$ 2,320.00
Registered Nurse/Midwife/Accoucheur	N\$ 580.00	N\$ 2,320.00
Registered Midwife / Accoucheur	N\$ 580.00	N\$ 2,320.00
Enrolled Nurse	N\$ 360.00	N\$ 1,140.00
Enrolled Nurse/Midwife/Accoucheur	N\$ 360.00	N\$ 1,140.00
Nursing Auxilliary	N\$ 360.00	N\$ 1,140.00

**Bank details: First National Bank of Namibia, Account No. 62073052385, BC 281872**  
**NB! Use your client number as our reference.**

*Applications without proof of payment will not be considered! Applicants who meet the requirements for registration will be required to apply to sit for pre-registration evaluations before the registration is granted.*

Issuing of a Certificate	<b>N\$ 220.00</b>	<b>N\$ 880.00</b>
Evaluation of a curriculum: (first evaluation)	<b>N\$ 3, 270.00</b>	<b>N\$ 13, 080.00</b>
Evaluation of a curriculum: (second evaluation)	<b>N\$3, 270.00</b>	<b>N\$ 13, 080.00</b>

**A pro rata annual fee (maintaining of registration) is required before your registration certificate is issued.**

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**B  
Personal Particulars**

Surname	<input type="text"/>	Title	<input type="text" value="Prof. / Dr."/>	<input type="text" value="Mr. / Ms"/>
First Names	<input type="text"/>			
Maiden Name	<input type="text"/>	Gender	<input type="text" value="Male"/>	<input type="text" value="Female"/>
Residential Address	<input type="text"/>			
Postal Address	<input type="text"/>			
Telephone	Home <input type="text"/>	Fax	<input type="text"/>	
	Work <input type="text"/>	email		
	Cell <input type="text"/>			

**Please print clearly**

**Please note:** *In terms of the relevant legislation, any change in residential or postal address taking place after the date of registration must be reported in writing to the Registrar within 30 days of such change taking place.*

Citizen of	<input type="text"/>
Proof of status (Passport, ID, Birth Certificate)	<input type="text"/>

***(Please enter the type and number of the relevant document and attach a certified copy thereof)***

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**C  
Training and Particulars of Registration**

Have you been registered in any profession with a former professional Board or an interim health professions Council in Namibia before? If so, please provide details with regard to the approximate date (year) and profession below:

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Category of registration requested	<input type="text"/>
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Previous Registration Authority

Previous Registration Number

**QUALIFICATION FOR REGISTRATION AS PRACTITIONER**

University/Training Institution

Country

Degree / Diploma & Prescribed Duration of Training

Date obtained

**INTERNSHIP / PRACTICAL TRAINING**

Hospital/Training Institution	Dept.	Country	University	Dates (Starting and Ending each rotation)

**EXPERIENCE AS PRACTITIONER**

*(Use a separate page if space is inadequate)*

Hospital/ Training Institution	Dept.	Post	Town / City	Country	Dates

**PRESENT POSITION**

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Hospital/ Training Institution	Dept.	Post	Town / City	Country	Dates

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**D**  
**Employment in Namibia**

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- Name, address and telephone number of current or potential employer in Namibia and the profession in which you are employed
- 
- Will you serve in Namibia in terms of a contract with any local or international organization? If so, provide same particulars as in 1. above as well as term of contract
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**E**  
**Application for Registration**

I, the undersigned \_\_\_\_\_  
(Full name(s) and Surname)

\*Identity or \*Passport Number \_\_\_\_\_  
of \_\_\_\_\_  
(Residential Address)

hereby apply for registration as a \_\_\_\_\_ in Namibia and under oath declare/solemnly affirm that;

- I am the person mentioned in the accompanying qualification(s), namely –
  - \_\_\_\_\_ dated \_\_\_\_\_
  - \_\_\_\_\_ dated \_\_\_\_\_
  - \_\_\_\_\_ dated \_\_\_\_\_
 submitted by me in support of my application to be registered in the Republic of Namibia as a

\_\_\_\_\_  
(Indicate your profession)

- The said qualification(s) was / were granted to me after examination and is / are my own lawful property and entitle me as far as professional qualifications are concerned to practice my profession in the country of its / their origin, namely, \_\_\_\_\_.
- The course of study in professional subjects undergone by me covered a period of \_\_\_\_\_ academic years.

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4. The last \_\_\_\_\_ academic year(s) of professional study for admission to the examination for the qualification in respect of which I apply for registration were taken at:

\_\_\_\_\_  
*(Name of University / Nursing School / Training Institution)*

5. I have never been convicted of any offence under any law or been found guilty of unprofessional conduct in any country, and to the best of my knowledge no proceedings involving or likely to involve a charge of any such nature are pending against me in any country at the present time.
6. I herewith consent that the Nursing Council of Namibia (the Council), may request and obtain from the University or training institution as indicated in Part C above, any information and/ or documents pertaining to my academic qualification as indicated in Part E above, as the Council may determine.
7. I further consent, to the Council requesting from any institution as listed or identified in this application, for verification of authenticity of any documents submitted in support of my application for registration.

\_\_\_\_\_  
Signature

Sworn / solemnly affirmed before me at \_\_\_\_\_ this \_\_\_\_\_  
day of \_\_\_\_\_ 20 \_\_\_\_\_

\_\_\_\_\_  
Name

Official stamp

\_\_\_\_\_  
Signature  
*Commissioner of Oaths*

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**F**

**Inspection of Professional Practice and Performance Assessment after registration**

1. I accept and understand that, once I am registered with Council, Council may authorize any person in writing to inspect my professional practice, including the premises where such practice is being conducted, at any time and as and when deemed necessary by Council. I hereby give my consent to such an inspection.
2. I further accept and agree that I have to subject myself to performance assessments by the Council, which includes the assessment of my performance, skills, competence and knowledge.

\_\_\_\_\_  
Signature

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