

**FORM 11**



**MINISTRY OF EDUCATION, ARTS AND CULTURE  
BASIC EDUCATION ACT, 2020 (ACT NO. 3 OF 2020)**

**APPLICATION FOR REGISTRATION FOR HOME SCHOOLING  
(Section 87, Regulation 65(1))**

<b>SECTION – A: INFORMATION ABOUT APPLICANT AND CHILD/CHILDREN</b>	
<b>A1. Details of parent/guardian applying for home schooling of a child / children</b>	
Applicant’s name: Mr / Mrs / Ms / Dr. ....	
Second parent / guardian (if applicable): .....	
Applicant’s relationship to child/children: .....	
Contact details of the applicant:	
Residential address: .....	
.....	
.....	
Postal address: .....	
.....	
.....	
Email address: .....	
.....	
Tel. Code: ..... No: ..... (H)	
Cell: .....	



**A.4 Name of previous school, grade, curriculum the child was/children were schooling:**

Name(s) of child/ children	Name of previous school	Previous Grade	Curriculum

Name of previous school:

.....

Previous Grade: .....

Curriculum: .....

**A5. Commencement date of home schooling:**

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**A6. How will the home school function?**

- o Face-to-face method                      Yes                       No
- o Online method                                      Yes                       No
- o Blended teaching and learning                      Yes                       No

**A7. Regional Education, Arts and Culture Office, Circuit and Cluster in which the home schooling is situated**

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**A8. Competence and experience of parent/guardian of the home school**

**A8.1 Parent's name** .....

Qualifications	Experience in education	Other relevant experience

*(Certified copies of qualifications and ID must be attached to application form.)*

**A9 Details of the parent (s) /guardian (s) who will teach the child / children**

**A9.1 Will the child / children be taught by one or both parent (s)/guardian (s)?**

One

Both

**A9.2 Will the child / children be taught by a qualified teacher employed by the parent(s)/ guardian(s) of the child/ children?**

Yes

No

If Yes, Please provide the following information:

**Teacher's name** .....

Qualifications	Experience in education	Other relevant experience

*(Certified copies of qualifications and ID must be attached to application form.)*

<b>B1. Details of curriculum, teaching and learning materials and extra-curricular activities</b>	
<b>B1.1 Junior Primary Phase</b>	
B1.1.1 Pre-primary offered	Yes <input type="checkbox"/> No <input type="checkbox"/>
Government curriculum	Yes <input type="checkbox"/> No <input type="checkbox"/>
Specify if other curriculum being followed:	
.....	
<ul style="list-style-type: none"><li>• If a curriculum is different from that applicable to state schools, please see paragraph B3.</li><li>• Provide details of the subjects that will be offered:</li></ul>	
.....	
.....	
.....	

**B1.1.2 Junior Primary: Grades 1 – 3**

Government curriculum      Yes       No

Specify if other curriculum being followed:

.....

- If a curriculum is different from that applicable to state schools, please see paragraph B3.
- Provide details of the subjects that will be offered:

Examination subjects	Non-examination subjects

- For a non-government curriculum attach the list of the learning materials (textbooks, worksheets, etc.)
- Ensure that the child/children is/are provided with the above mentioned materials.

Yes       No

- Will the parent(s)/guardian(s) provide extra-curricular and extramural activities to the child/children

Yes       No

- Are you aware of the ministerial policies on assessment and how will the home school implementing these policies?

Yes  No

Provide details.

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**B1.1.3 Senior Primary (Grades 4– 7)**

Government curriculum: Yes  No

Specify if other curriculum being followed:

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- If a curriculum is different from that applicable to state schools, please see paragraph B3.
- Provide details of the subjects that will be offered

Examination subjects	Non-examination subjects

- For a government curriculum provide details of the subjects/learning materials
- For a non-government curriculum attach the list of the learning materials (textbooks, worksheets, etc.)
- Ensure that child/children is/are provided with the above mentioned materials.  
 Yes  No
- Will the parent(s)/guardian(s) provide extra-curricular and extramural activities to the child/children  
 Yes  No
- Are you aware of the ministerial policies on assessment and how will the home school implementing these policies? Yes  No

Provide details.

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**Secondary Phase**

**B1.2 Junior Secondary (Grade 8–9)**

Government curriculum: Yes  No

Specify if other curriculum being followed: .....

- If a curriculum is different from that applicable to state schools, please see paragraph B3.
- Provide details of the subjects that will be offered

Examination Subjects	Non-Examination subjects

Provide details of the languages, the field of study subjects and the optional subjects for each of the fields of study offered.

Language subjects	Field of study subjects	Elective Subjects

- For a non-government curriculum attach the list of the learning materials (textbooks, worksheets, etc.)

- Ensure that child/children is/are provided with the above mentioned materials.

Yes  No

- Will the parent(s)/guardian(s) provide extra-curricular and extramural activities to the

child/children Yes  No

- Are you aware of the ministerial policies on assessment and how will the home school implementing these policies?

Yes  No

Provide details.

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- For a non-government curriculum attach the list of the learning materials (textbooks, worksheets, etc.)

- Ensure that child/children is/are provided with the above mentioned materials.

Yes  No

- Will the parent(s)/guardian(s) provide extra-curricular and extramural activities to the child/children

Yes  No

- Are you aware of the ministerial policies on assessment and how will the home school implementing these policies?

Yes  No

**B2. Medium(s) of instruction and assessment**

Pre-Primary .....

Junior Primary .....

Senior Primary .....

Junior Secondary .....

Senior Secondary .....

**B3. Please Note**, the application for approval of a curriculum, language as medium of instruction, or examining body for a home school is **different from that applicable to private schools**, referred to in section 84 of the Act.

- (a) a full motivation and reasons for the use of a different medium of instruction, curriculum of examining body;
- (b) a full broad curriculum document or related documents, examples of subjects syllabuses, principles of assessment and examples of subject textbooks, in the case of different curriculum; and
- (c) The credentials of the examining body, proof of regional and international recognition of the certificates issued by the examining body, in the case of a different examining body the documentation must be attached.

**B4.** What school calendar will be followed for the home school phase(s) offered?

Calendar for government schools Yes  No

For non-government school calendar, attach the calendar that will be followed.

Attached the calendar. Yes  No

**B5.** Daily starting time ..... and closing time ..... of the home school.

**B6.** Nearest government, private school(s) offering education phase (s) applied for.

School phase	Name of school	Approximate distance
Pre-primary		
Primary (Grade 1-7)		
Junior Secondary (Gr 8-9)		
Senior Secondary-NSSCO (Grade 10-11)		
Senior Secondary-NSSCAS (Grade 12)		

**SECTION-C: DECLARATION TO BE COMPLETED BY THE APPLICANT OF THE HOME SCHOOLING**

I .....(insert full name ) residing at  
 .....(insert full address)

- Do solemnly and sincerely declare that I will comply with all provisions made in the Constitution of Namibia, Basic Education Act, 2020 (Act No. 3 of 2020) and the Regulations made under the Basic Education Act, 2020, relevant to the provision for home schooling/ education made under the said Act.
- The child / children **will not be enrolled** in any state, private school or any other educational institution offering by classroom or distance education a primary or secondary education programme.

- I understand that in order to continue registration of a child /children under section 87 of the Basic Education Act, 2020 (Act No. 3 of 2020) and the Regulations made thereof.
- I must comply with the following standard conditions of registration:
  - The education to be provided to the child/children at home meets the minimum requirements of the curriculum at state schools.
  - Is not of a standard of inferior to the standard of education provided at state schools
  - The Minister may withdraw the registration of a child if I do not continuously comply with the said Basic Education Act, 2020 (Act No. 3 of 2020) and the Regulations made thereof.
  - I must inform the Regional Education Office of any change in the residence of the child/children within 30 days after the change occurs.
  - I must submit to the Regional Education Office via the Inspector of Education the progress reports (i.e. semester and annually) of my child/children.
- I make this solemn declaration, including any completed attachments, conscientiously believing the same to be true and to the best of my knowledge, the information supplied is true, correct and complete.

\_\_\_\_\_  
**NAME OF APPLICANT**

\_\_\_\_\_  
**SIGNATURE**

\_\_\_\_\_  
**DATE**

**SECTION-D: TO BE COMPLETED BY INSPECTION TEAM AT THE REGIONAL OFFICE**

**D1. VERIFICATION OF THE INFORMATION BY THE REGIONAL OFFICE**

- The Home school was visited by an Inspection Team of the Regional Office.

NAME	POSITION	DATE

- The information provided on the application form was verified with the parent/guardian of the home schooling by the inspection team.

Yes

No

Comments

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- Were discrepancies found between the information provided in the application and the situation found at the home?    Yes                       No

If Yes, Please explain.

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**D2.**    The judgement of the inspection team, after having considered the information in the application form and the observations made during the visit, is that the Home school ( Tick the appropriate box)

- Meets the requirements to be registered as a Home schooling because it is a suitable teaching and learning environment.
- Does not meet the requirements to be approved as a Home school and must re-apply when the shortcomings have been rectified.

- Comments if (any)

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<b>SECTION – E: TO BE COMPLETED BY THE REGIONAL DIRECTOR OF EDUCATION, ARTS AND CULTURE</b>		
Recommendations:		
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.....		
_____	_____	_____
<b>NAME</b>	<b>SIGNATURE</b>	<b>DATE</b>

