





Accredited by



VISION

"To become a Centre of excellence in quality training and assessment using local and international norms and standards"

MISSION

Playing a significate role in the community by providing easily accessible training opportunities and empowering people systems we live on

VALUES

Accountability Affordability Commitment Compassion - Credibility

Welcoming remarks by the Director

Tulipohamba Training and Assessment Institute (TTAI) has over the years maintained its leading position and a contributor that satisfies our clients by maintaining high academic standards and currently is the institution that is dedicated to train health education. The college offer a real world training experience that prepares students for their future in the health sector. Tulipohamba is accredited by Namibia Qualification authority (NQA) and it is recognized by Namibia Training Authority (NTA). In 2018 all our Diploma Courses were accredited by NQA. The Institution is on a mission to introduce new diploma and some degree courses. It is our pleasure to present our prospectus and look forward to welcome you to our courses of your choice.

Welcoming remarks by the Academic registrar



Ms. Malebogo Mwampole Academic Registrar Student Manager

It is my pleasure to extend a very warm welcome to the family of Tulipohamba Training and Assessment Institute (TTAI). As an institution of Health Education, we feel proud to provide Quality education by equipping our students with skills, confidence and a positive approach required to function within a complex and ever-changing world.

The college is relentlessly striving to perceive and maintain academic excellency, Social and emotional wellbeing will be the highest priority.

We will be looking forward to support you in order to take your first step into your new career.

Word of encouragement by the SRC President



Ms. Gisela SRC President

When one has chosen a course, the student should study like there is no tomorrow. As you embark on your studies with the institution you need to make the best use of the learning materials and your time. People often say that motivation does not last neither does bathing and that is why it is recommended daily. A student is more than a test score that yields success and with no loss of enthusiasm. What ever you choose in life should allow you to continue with your dreams. The greater your storm the brighter your rainbow. Study hard for a brighter future. The earlier the better because time will not wait for you.

About Tulipohamba

Tulipohamba Training and Assessment Institute was founded to assist the Government of Namibia achieve key national goals, the Vision 2030, National Development Plan 3 and Namibia Occupational Skills Assessment Survey. Vision 2030 espouses an improved access to education for all by 2030. NDP 3 sees access to quality health care and social services as a critical aspect of improving the people of Namibia's quality of life. Tulipohamba Training and Assessment Institute is committed to assist the Namibian government address the acute skills shortage and mismatch including the health sector as found by the National Occupational Skills and Assessment Survey Report (2006).

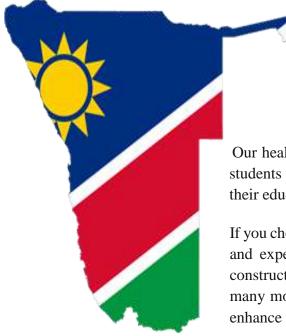
TTAI is registered by the Namibia Training Authority (NTA). It is also accredited by the Namibia Qualifications Authority (NQA) in the following Certificate and Diploma programs at level 4 and 6.

- Healthcare Service Management
- Occupational Health & Safety
- Community Health Education
- Counseling
- Dental Surgery Assisting (Only level 4)



Why Tulipohamba

Tulipohamba Training and Assessment Institute offers Certificate and Diploma programs in some of the most indemand specialties in Namibia and the emerging countries, including Southern Africa. This is evident in the Era of COVID-19 as the courses provided are vital in the prevention of the pandemic.



The programs are designed with participation from stakeholders and professionals from various healthcare institutions such as Ministry of Health and Social Services, Health Professionals Council of Namibia, University of Namibia School of Medicine and Motor Vehicle Accident Fund.

Our health care programs provide a practical based education that equips students to strive easily in a work environment and to succeed in furthering their education with ease.

If you choose to train with TTAI, you will be able to gain the skills, knowledge, and experience to easily find employment in research laboratories, mines, construction sites, manufacturing industries, hospitals, clinics, schools and many more. The institution has state of the art equipment and technology to enhance learning.

Applying to Tulipohamba

Application forms

Application forms can be collected from TTAI office no: 9 Viljoen Street, Windhoek West Windhoek, Namibia OR Apply online on Tulipohamba website: **www.ttai.edu.na**

Admission requirement

Certificate Level 4

Applicants must have at least 18 Points in Grade 12/ Grade 11 (new curriculum) with an E symbol in English, Science and other Subjects or recognition of prior learning and experience.

Dental Surgery Assisting (DSA) and Occupational Health and Safety (OHS) applicants must have science Subjects (Biology/Physics)

Or

Through Mature Age Entry A minimum of 23 points grade 10 and 3 years of working experience in a health field related to the course.

Diploma Level 6

Applicants must have at least 20 point in Grade 12/ Grade 11 (new curriculum) with a pass either English (E), Science and other subjects or recognition of prior learning and experience.

Dental Surgery Assisting (DSA) and Occupational Health and Safety (OHS) applicants must have science Subjects (Biology/Physics)

Payments

Payment Options:

Banking Details:

Account name:Tulipohamba Training and Assessment InstituteBankers:Bank Windhoek (kudu Branch)Account Number:8003282251Branch Code:482172Account type:Cheque

Cash Payments:

No Cash payments

Tuition Fees and payment

For information on the school fees and payments please contact us

Enquiries regarding payments:

Cell:+264 (0) 81 603 1748Tell:+264 (0) 61 257 153Fax:+264 (0) 61 255 614Email:accounts@ttai.edu.na

Payment Policy

Registration fees are paid when registering for school. Deposit is payable before commencement of classes. Monthly instalments are payable on or before the 30th of every month. NB: The instalments are paid over a period of 8months. The payment plan may vary per semester. Please Inquire from the Accounts Department for further information.



DIPLOMA LEVEL

- 1. Occupational Health and Safety (2 Years)
- 2. Healthcare Service management (2 Years)
- 3. Community Health Education (2 Years)
- 4. Counseling (2 Years)

CERTIFICATE LEVEL

- 1. Occupational Health and Safety (1 Year)
- 2. Healthcare Service management (1 Year)
- 3. Community Health Education (1 Year)
- 4. Counseling (1 Year)
- 5. Dental Surgery Assisting (1 year)
- 6. Emergency Care Practitioner Basic (6 weeks)



About Occupational health and Safety

Occupational health and Safety focuses on the workers wellbeing at the workplace. As there is a relationship between the workers and the working environment, Management of health and safety in the workplace is not a legal and moral obligation only, it also makes good business issues yield valuable results

in improving employee morale, reducing absenteeism and maintaining productivity while cutting cost arising from accidents and compensations thereof. Occupational health and safety workers are necessary to inform and teach the workforce with such matters.

Who can take this Course?

If you are passionate about the healthcare, construction and mining industry, about safety in the workplace, about advocating, protecting and educating workers on employee safety, the Occupational Health and Safety is the right program for you.

Job Opportunity

Job opportunities for occupation health and safety graduate both locally and international are diverse and rewarding. They include industries such as Mines industries, chemical factories,

fish factories, breweries. Textile factories, manufacturing plants, petroleum plants, Construction industries, NGO, public sectors and private sectors.

Certificate Program Structure Year1 : Semester 1

	Course Name
1	Introduction to Anatomy and Physiology
2	Epidemiology/Research methods and Biostatistics in occupational health
3	Occupational health safety legislation
4	Occupational health fundamentals
5	Introduction to computers
6	Occupational Hygiene and Toxicology
7	Ergonomics
8	Communication Skill for Occupational Health and Safety

Year1: Semester 2

Course NameField Attachment

Diploma Program Structure Year 1: Semester 1

	Course Name
1	Communication skills
2	Basic computer skills
3	Introduction to occupational Health and Safety
4	Occupational Medicine 2
5	Safety Principles and Practices 2
6	Occupational Health and Safety of Special Areas and
	Population
7	Environmental Health 2
8	Introduction to Anatomy and Physiology

Year 1: Semester 2

	Course Name
1	Occupational Health and Safety Instrumentation and Equipment
2	Occupational Hygiene 2
3	Occupational Toxicology 2
4	Organizational Behavior (leadership)
5	Industrial Ergonomics
6	Risk Management
7	Chemical Safety Management

	Course Name
1	Emergency Disaster Management
2	Occupational Health and Safety Management Practice 2
3	First Aid Applications
4	Health Education and Health Promotion in OHS
5	Accident Prevention and Investigation
6	Occupational Health and Safety Record Management
7	Introduction to Research Methods
8	Introduction to Bio-statistics

- 9 Occupational Health and safety Management Practice
- 10 Occupational Medicine
- 11 Safety Principles and practices
- 12 Organizational Behavior
- 13 Occupational health and safety of special areas and populations
- 14 Environmental Health

Year 2: Semester 2

- Course Name
- 1 Field Attachment



About Healthcare Service management Health care service management is a specialty designed to address administration challenges in the health organizations to ensure efficiency and effectiveness in the health sector as a whole.

Who can take this Course?

The Health Care industry needs specialist administrators and managers who understand the dynamics of the industry. Namibia's health care system needs skilled personnel in management, to meet the increased healthcare demand. Certificate in Healthcare Management is ideal for students who are ready to understand the demands placed on the health care system by healthcare consumers, the public, policyholders and regulators

Job Opportunity

Career opportunity exist in administration in different industries

Certificate Program Structure

Year1 : Semester 1

	Course Name
1	Introduction to Computers

Diploma Program Structure

Year 1: Semester 1

	Course Name
1	Introduction to Healthcare System
2	Purchase and Supply Chain
3	Communication Skills
4	Health Economics 2
5	Financial Accounting
6	Advanced Computer Skills

Year 1: Semester 2

	Course Name
1	Healthcare management
2	Mathematics for Business
3	Medical Billing and Coding 2
4	Human Resource management
5	Financial Management
6	Public Policy Analysis
7	Organizational Behavior

	Course Name
1	First Aid Application

-	
2	Communication skills in healthcare
3	Introduction to Healthcare service management
4	Introduction to Financial Accounting
5	Principal of Health Service Management
6	Health Insurance
7	Health economics
8	Human Resources Management
9	Strategic Healthcare Management
10	Medical Billing and Coding
11	Operational Management

Year1: Semester 2

	Course Name
1	Field Attachment

- 2 Health Administrative Law
- **3** Introduction to Research Methods
- 4 Record Keeping Management
- 5 Business Law and Ethics 6 Project Management

Project Management

	Course Name
1	Field Attachment



About Community Health Education

Health Promotion and Education activities form a major pillar of Primary Health Care delivery system of Namibia and have been recognized by the government of Namibia as an essential practical guide in addressing the major challenges facing the Nation.

This program is designed to equip learner on how to assess, design and implement programs that promote health and prevent diseases within certain target population in the community.

Who can take this Course?

If you are passionate about community empowerment, combatting the HIV/AIDS pandemic, addressing the health challenges of the Namibian people, then Community Health Education and Promotion is a program designed for you.

Job Opportunity

Program is designed to enable to graduate to work efficiently and effectively in variety of settings, including Government agencies, school, health care settings, nongovernmental Organizations, to educate communities on various community health issues.

Certificate Program Structure

Year1 : Semester 1

	Course Name
1	Communication Skills
2	Introduction to Basic Computer Skills
3	Principles of Community Health
4	Introduction to Epidemiology
5	Palliative and Home Based Care
6	Sexual and Reproductive Health
7	Health Education and Health Promotion
8	Community Health Nutrition

Year1: Semester 2

	Course Name
1	Field Attachment

Diploma Program Structure Year 1: Semester 1

	Course Name
1	Communication Skills
2	Basic Computer Skills
3	Introduction Community Health
4	Introduction to Program Development
5	Health Services Management
6	Introduction to Anatomy and Physiology
7	Introduction to Research Methods
8	Communication Skills

Year 1: Semester 2

	Course Name
1	Community Health
2	HIV and AIDS Management
3	Development Psychology
4	Group Dynamics
5	Health Information Management
6	Theories and Determinants of Human Behaviors

Year 2: Semester 1

	Course Name
1	Community Health II
2	First Aid Applications
3	Communicable and Non-Communicable Diseases II
4	Fundamentals of Environment Health
5	Sexual and Reproduction Health
6	Social and Social Anthropology of Health

	Course Name
1	Field Attachment



About Counseling

Counseling is one crucial approach central to combating many such problems that manifest in individuals. In summary, counseling is an establishment of a healthy helping relationship between a counselor and a client aimed at facilitating decision making or course of action by the client in dealing with challenging situation.

Who can take this Course?

If you are passionate about working with people, combating the social, personal and emotional problems brought about by the HIV/AIDS pandemic and other life challenges, then Counseling is a program you should consider.

Job Opportunity

Councilors work in a variety of setting, including Hospitals, clinics, non-Governmental Organizations, community based outreach and Voluntary organization.

Certificate Program Structure Year1: Semester 1

	Course Name
1	Introduction to Computing Skills
2	Communication study Skills in Counseling
3	Introduction to Counseling
4	Ethics and Legislation in Counseling
5	Theories of Counseling
6	Developmental Psychology
7	Counseling of special Populations
8	HIV/AIDS Counseling

Diploma Program Structure Year 1: Semester 1

	Course Name
1	Introduction to Counseling
2	Ethics and Legislation in helping profession
3	Computer Skills
4	Communication Skills
5	Systemic, Motivation and Human Conduct
6	Integrated Child, Adolescence and Adult development

Year 1: Semester 2

	Course Name
1	Society and Health Psychology
2	First Aid
3	Theories Methods and Techniques
4	Career & Guidance Counseling
5	The Art of Public Speaking
6	Basic Interviewing Skills

Year 2: Semester 1

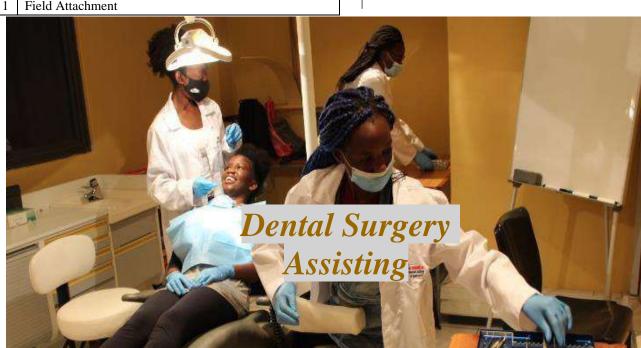
	Course Name
1	Understanding Research Method
2	Introduction to Theories of Personality
3	Group Processes and Practices
4	Counseling in School
5	Spiritual and Community Counseling
6	Contemporary Issues

Year1: Semester 2

Course Name Field Attachment

Course Name

Field Attachment



About Dental Surgery Assisting

Tulipohamba Training and assessment Institute has designed a one-year certificate program to prepare students for a dental surgery assistant. Currently those employed as assistant in the country have not undergone any formal training except on job training. This program will facilitate training of some of those that have not undergone formal training and have been assisting in dental clinics to enhance their theoretical know how. This training will equip students with knowledge as well as safe, competent and marketable skills in providing effective service to the dental team, through high quality levels of experimental training and instruction. The program is designed to address all the different skills a graduate will require. It also focuses on the principles of true four hand dentistry that can increase productivity and reduce and reduce stress and strain on the dental team. Main focus willalso be in infection control and safety in the work place.

Who can take this Course?

If you are passionate about medical and dental health, then Dental Surgery Assisting is a program designed for you.

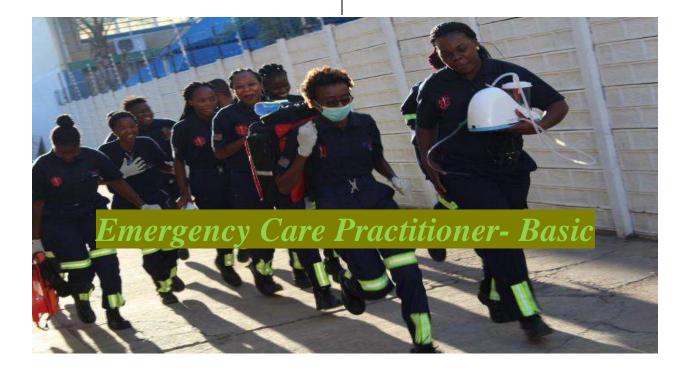
Job Opportunity

Dental surgery assistant graduates may be employed at both public and private sectors as both sectors warmly welcomed them for field attachment.

Certificate Program Structure Year1 : Semester 1

	Course Name
1	Introduction to Dentistry
2	Introduction to Dental Radiography and Equipment
3	Dental Materials and Instruments
4	Chairside Assisting
5	Dental Health Education and promotion
6	Dental Anatomy
7	Health Ethics and Law
8	Infection Control and Safety
9	Basic Computer Skills
10	Communication Skills

	Course Name
1	Field Attachment



About Emergency Care Practitioner

Emergency Care Practitioner- Basic is a short course which is firmly based and modeled on the Basic Ambulance Assistant course. The students would be able to access and recognize medical, traumatic, emotional and psychological emergencies as well as render basic life support care in variety of environment.

Who can take this Course?

If you are passionate about health and rendering basic life support to people, then Emergency Care Practitioner- Basic is a program designed for you.

Job Opportunity

Emergency Care Practitioner graduates may work effectively in a rage of emergency medical fields, including working as a paramedic, ambulance and rescue services.

Certificate Program Structure Year1 : Semester 1

	Course Name
1	Professional Practice And Ethics
2	Ambulance Theory
3	Ambulance Traumatology (Practice)
4	Emergency Care
5	Ambulance Technology
6	Skills Lab Practical (operational/clinical

Services for students



Tulipohamba Training and Assessment Instituteis committed to provide a conducive environment for students to grow academically, emotionally, personally, socially and interpersonally. It dedicates attention to support students to constructively spend their nonclassroom time in activities that could grow their skills. The services include:

Peer Support where TTAI acknowledges that peerscan be a valuable form of support, a role actively played through the class representatives and the student representative council.

Student Careers Advisory where TTAI recognizes that students need careers education, information on available career opportunities as well as one on one career advice. The model that TTAI adopts is the useof TTAI lecturers as resources in addition to externalstakeholders.

Student Health and Counseling Service addresses some students that go through difficult life circumstances during their learning, hence may require outside help.

Student Leadership Training to build the leadership skills of all students in position of leadership, includingstudent clubs and societies and student representative council.

Student Learning Support whose objectives include supporting struggling students academically to improve their grades and to avoid them from dropping out.



State of Art Equipment and Technology



BLS Lab



Dental Lab



Counseling



Anatomy Lab



OHS lab

Computer Lab



ONGWEDIVA CAMPUS

FEE STRUCTURE

APPLICATION FEE (NON-I	REFUNDABLE)
NAMIBIAN APPLICANTS	N\$ 100.00
NON NAMIBIAN APPLICANTS	N\$ 200.00
LATE APPLICATION	N\$ 150.00

REGISTRATION FEE NSFAF Students N\$ 2 500.00 Free Application and Registration

PROGRAM PRICE LIST

Installment Course Registration **Examinatio** Total Course Installment Duration Duration Fee (N\$) nFee (N\$) Fee (N\$) (Months) (N\$) Community Healtth education 12 Months 2,500.00 1,625.00 8 1,000.00 16,500.00 Counselling 12 Months 2,500.00 1,625.00 8 1,000.00 16,500.00 Dental Surgery Assosting 12 Months 2,500.00 2,000.00 8 1,000.00 19,500.00 Haelth Service Management 2,500.00 1,500.00 8 1,000.00 15,500.00 12 Months Occupational Health and 19,000.00 12 Months 2,500.00 1,937.50 8 1,000.00 Safety

CERTIFICATE LEVEL FOUR (4)

DIPLOMA LEVEL SIX (6)

	Course Registration		Install	ment	Examinatio	Total
Course	Duration	8	Installment (N\$)	Duration (Months)	nFee (N\$)	Fee (N\$)
Community Healtth education	24 Months	2,500.00	2,593.75	16	1,000.00	45,000.00
Counselling	24 Months	2,500.00	2,593.75	16	1,000.00	45,000.00
Haelth Service Management	24 Months	2,500.00	2,281.25	16	1,000.00	40,000.00
Occupational Health and Safety	24 Months	2,500.00	2,593.75	16	1,000.00	45,000.00



KATIMA MULILO CAMPUS

FEE STRUCTURE

APPLICATION FEE (NON-REFUNDABLE)

NAMIBIAN APPLICANTS	: N\$ 100.00
NON NAMIBIAN APPLICANTS	: N\$ 200.00
LATE APPLICATION	: N\$ 150.00

REGISTRATION FEE NSFAF Students

: N\$ 2 500.00

: Free Application and Registration

PROGRAM PRICE LIST

CERTIFICATE LEVEL FOUR (4)

	Course	Registration	Install	ment	Examinatio nFee (N\$)	Total Fee (N\$)
Course	0	Fee (N\$)	Installment (N\$)	Duration (Months)		
Community Healtth education	12 Months	2,500.00	1,625.00	8	1,000.00	16,500.00
Counselling	12 Months	2,500.00	1,625.00	8	1,000.00	16,500.00
Dental Surgery Assosting	12 Months	2,500.00	2,000.00	8	1,000.00	19,500.00
Haelth Service Management	12 Months	2,500.00	1,500.00	8	1,000.00	15,500.00
Occupational Health and Safety	12 Months	2,500.00	1,937.50	8	1,000.00	19,000.00

DIPLOMA LEVEL SIX (6)

	Course	Registration	Install	ment	Examinatio	Total
Course	Duration	Fee (N\$)	Installment (N\$)	Duration (Months)	nFee (N\$)	Fee (N\$)
Community Healtth education	24 Months	2,500.00	2,593.75	16	1,000.00	45,000.00
Counselling	24 Months	2,500.00	2,593.75	16	1,000.00	45,000.00
Haelth Service Management	24 Months	2,500.00	2,281.25	16	1,000.00	40,000.00
Occupational Health and Safety	24 Months	2,500.00	2,593.75	16	1,000.00	45,000.00



WINDHOEK MAIN CAMPUS

FEE STRUCTURE

APPLICATION FEE (NON-REFUNDABLE)Namibia Citizen: N\$200Non-Namibian Citizens: N\$250LATE APPLICATION: N\$ 150.00

REGISTRATION FEE: N\$ 3 500.00NSFAF Students: Free Application and Registration

PROGRAM PRICE LIST

CERTIFICATE (LEVEL 4) PROGRAMME

Six (6) weeks Short Course

	0		Install	ment		TAIF
Course	Course Duration	Registration Fee (N\$)		Duration (Weeks)	Examination Fee (N\$)	Total Fee (N\$)
Emergency care Practitioner	6 weeks	9,250.00	9,250.00			18,500.00

One (1) Year course

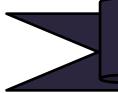
Course	C	Registration Fee (N\$)	Install	ment	Examination Fee (N\$)	Total Fee (N\$)
	Course Duration		Installment (N\$)	Duration (Months)		
Counseling	12 Month	3,500.00	2,987.50	8	3,000.00	30,400.00
Occupational Health and Safety	12 Month	3,500.00	3,437.50	8	3,000.00	34,000.00
Community Health education	12 Month	3,500.00	2,987.50	8	3,000.00	30,400.00
Health Service Management	12 Month	3,500.00	2,687.50	8	3,000.00	28,000.00
Dental Surgery Assisting	12 Month	3,500.00	3,456.25	8	3,000.00	34,150.00

DIPLOMA (LEVEL 6) PROGRAMME

	C	D	Install	ment	F • 4•	
Course	Course Duration	Registration Fee (N\$)	Installment (N\$)	Duration (Months)	Examination Fee (N\$)	Total Fee (N\$)
Counseling	12 Month	3,500.00	3,612.50	8	3,000.00	35,400.00
Occupational Health and Safety	12 Month	3,500.00	3,825.00	8	3,000.00	37,100.00
Community Health education	12 Month	3,500.00	3,612.50	8	3,000.00	35,400.00
Health Service Management	12 Month	3,500.00	3,312.50	8	3,000.00	33,000.00

Year	2
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	G	Destates	Installn	nent	T	T-4-LE-
Course	Course Duration	Registration Fee (N\$)	Installment (N\$)	Duration (Months)	Examination Fee (N\$)	Total Fee (N\$)
Counseling	12 Month	3,500.00	3,862.50	8	3,000.00	37,400.00
Occupational Health and Safety	12 Month	3,500.00	3,912.50	8	3,000.00	37,800.00
Community Health education	12 Month	3,500.00	3,862.50	8	3,000.00	37,400.00
Health Service Management	12 Month	3,500.00	3,562.50	8	3,000.00	35,000.00



Graduate Profile



Sakeus Niigambo

"It was heartbreaking to learn and to hear from Doctor Helena Ndume – who tried operating on me – that my eyesight was beyond repair. I could not believe it. I did not know what to do with my life anymore because at that time I had also lost my job as a driver at Windhoek Country Club and Resort," Niigambo recalled.

"I was inspired to start over again from the moment I joined. Everybody was blind but doing the most. They taught me everything, including dealing with myself, doing any activity, even using technology, reading and writing," said Niigambo.

I was lucky to get a sponsorship from NTA, so I approached Tulipohamba in 2017. The lady I was speaking to at first could not believe what I was saying, she asked whether I could do it if I could not see, and I told her that I can, I just need a chance to prove it and she believed me."

I chose Counseling because I want to help people with their challenges, particularly those living with disabilities, so I can give them hope becauseI feel like if they talk to someone [who is] like them they will be better encouraged," he explained.



Josefina Nalimanguluke Shivute

After seven years of being a security guard, a 30-year-old woman has embarked on a journey to educate herself, becoming the first graduate in her family.

Although the ambitious Josefina Nalimanguluke Shivute just obtained a Level 4 certificate in Occupational Health and Safety from Tulipohamba Training and Assessment Institute, she is eager to study further and acquire more qualifications. "This is not my end. I am looking for an opportunity to continue with my studies" said Josefina.

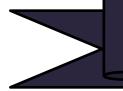




TULIPOHAMBA TRAINING AND ASSESSMENT INSTITUTE

GRADUATION 2019





Graduation 2019

OCCUPATIONAL HEALTH AND SAFETY



Certificate (Level 4)



Diploma (level 6)

COUNSELING



Certificate (Level 4)



Diploma (level 6)

Graduation 2019

COMMUNITY HEALTH EDUCATION



Certificate (Level 4)



Diploma (level 6)

HEALTHCARE SERVICE MANAGEMENT



Certificate (Level 4)



Diploma (level 6)

DENTAL SURGERY ASSISTING



Certificate (Level 4)



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