



# TUCSIN WINDHOEK

## Complementary Course Information Leaflet 2025

### OBJECTIVES

To facilitate upgrading school leaving certificates for tertiary education admission, job market and job creation market.

To prepare learners for tertiary education's intellectual, social, and emotional challenges.

*You bring a positive attitude and diligence;  
we bring the rest and together,  
we will achieve success!*

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#### Website:

[www.tucsин.org](http://www.tucsин.org)

### COMPLEMENTARY COURSE

- ◆ This course is designed for candidates who wish to improve their Grade 11 (NSSCO) or Grade 12 (NSSCAS) results.
- ◆ The course offers intensive face-to-face teaching in a wide range of subjects.
- ◆ Qualified and experienced teachers facilitate each subject.
- ◆ Learners are expected to participate actively in class activities and assessments.
- ◆ 100% lesson attendance is crucial for success.
- ◆ Self-discipline and hard work are crucial aspects of the success of this course.

***"Don't let others define you. Don't let the past confine you. Take charge of your life with confidence and determination; there are no limits on what you can do or be."***

***- Michael Josephson***

## Who may apply

- Grade 11's who qualify to proceed to AS level.
- Grade 12 (AS level) students who need to improve an ordinary level result.
- Grade 11 (new curriculum) students who want to improve results.
- Former Grade 12 NSSCO (ordinary level) and NSSCH (higher level) students who have been out of school for less than five years may proceed to Grade 11 (new curriculum).
- Former Grade 10 (old curriculum) students who have been out of school for less than five years may proceed to Grade 11 (new curriculum).

## Application & Enrollment

- ◆ Application forms are available on our homepage at [www.tucsin.org](http://www.tucsin.org) or can be picked up at our TUCSIN Windhoek centre. An application fee of N\$100-00 is payable for hard copies.
- ◆ Former Grade 11 applicants must have **completed the Grade 11 NSSCO** syllabus with the same subjects they intend to upgrade. Only Agricultural Science and Development Studies may be taken for the first time.
- ◆ The AS Level first timers must have at least a C - symbol in the subject of their choice.
- ◆ Former Grade 10 and 12 applicants may take any three (3) subjects of their choice in their first year and the remaining three (3) subjects in their second year. They should have a background of the subject they intend to register for at the Grade 11 level.
- ◆ Students **may not** be **registered** at any other NSSC centres.
- ◆ Once approved, applicants will be informed to pay a **non-refundable** registration fee.
- ◆ We retain the right not to offer a subject if the minimum number of students is not reached.

## Features of our approach

- ✓ Face-to-face teaching with regular homework.
- ✓ We offer 4 hours of teaching per week for NSSCO subjects and 7-9 hours for NSSCAS subjects.
- ✓ Internal examinations will be written, and progress reports will be issued.
- ✓ Class attendance is compulsory.
- ✓ Class continuous assessments are marked, recorded and monitored.
- ✓ Compulsory cycle tests are to be written regularly throughout the course.

## Subjects offered (subject to demand)

### LANGUAGES

- English as a Second Language
- Afrikaans 2<sup>nd</sup> Language

### SCIENCES

- Mathematics
- Biology
- Physics
- Chemistry
- Agriculture
- Geography

### SOCIAL SCIENCES

- History
- Development Studies

### COMMERCIAL SUBJECTS

- Business Studies
- Economics
- Accounting



## Student Dress code

To ensure a professional and conducive learning environment, TUCSIN has implemented the following dress code for all students:

- ◆ **Tops:** TUCSIN T-shirts are required and should be worn at all times during school hours.
- ◆ **Bottoms:** Plain black or navy-blue full-length jeans are mandatory. Ripped jeans and miniskirts are strictly prohibited.
- ◆ **Footwear:** Black flats or trainers' shoes are allowed. Open-toe shoes are unacceptable. Ensure shoes are clean and in good condition.
- ◆ **Outerwear:** On cold days, only plain black or dark blue jerseys/jackets/windbreakers are allowed. No other colours or patterns are acceptable.
- ◆ **Hair:** Hair should be neatly styled and kept out of the face. Long, untidy hair or dreadlocks are not allowed.
- ◆ **Accessories:** Jewellery should be kept to a minimum. This includes small earrings, simple rings and unobtrusive necklaces or bracelets. No nose rings or other rings/studs on the face.
- ◆ **Make-up:** Unreasonable make-up is prohibited. Make-up, if worn, should be subtle and professional.
- ◆ **Headwear:** No caps are allowed on the premises.

Failure to adhere to the dress code may result in disciplinary action. The dress code is designed to foster a sense of unity and professionalism among students, preparing them for future career environments.

### WITHDRAWAL AND OPTION CHANGE

- A written notice of one month is required for withdrawals.
- 90% of tuition fee will be refunded for parents who have paid the full amount, provided that the withdrawal notice is submitted on or before 28<sup>th</sup> of March 2025.
- Registration fee is non-refundable.
- Students may change options until 07 March 2025.
- After this date, students who change options are still liable for the total tuition fees.

### IMPORTANT NOTICE:

Students who miss more than 10% of classes or do not comply with the regulations outlined in the Disciplinary Policy on participation and punctuality will not be allowed to write the internal examinations, and no testimonials will be issued.

IMPORTANT DATES FOR 2025	
EVENT	DATE
CENTRE OPENS	Monday, 06 <sup>th</sup> January 2025
REGISTRATION: A DAY AFTER THE NSSCO RESULTS ARE RELEASED	DATE TO BE ANNOUNCED
COMPULSORY OPENING ASSEMBLY	TBA
CLASSES START	TBA
MID-YEAR EXAMINATIONS	TBA
PRIZE GIVING CEREMONY	TBA
NSSCO / NSSCAS EXAMINATIONS	TBA