

# Reminder /rɪ'maɪndə

**noun**

a message that causes someone to remember something or an obligation



## **EXTENSION OF STATUTORY EMPLOYER TRAINING GRANT SUBMISSION DEADLINE AND MANUAL SUBMISSION OF CLAIMS**

The Namibia Training Authority (NTA) herewith reminds Vocational Education and Training (VET) Levy employers that it has extended the statutory annual deadline for the submission of Employer Training Grant (ETG) applications for the April 2021 to March 2022 cycle, from 1 May 2022 to midnight, 30 June 2022.

Grants are paid by the NTA to eligible employers who engage in VET related programmes that promote skills development. Such training programmes may be delivered in-house or externally. Employers submit ETG applications, subject to compliance with established criteria. All ETG applications for this particular cycle are to be submitted manually.

The manual submission process requires employers to complete an application form and append copies of training evidence, thereto.

Application forms can be downloaded from the NTA official website, via the following hyperlink:

<https://www.nta.com.na/download/employer-training-grant-etg-forms/>

For purposes of submission, employers may opt for any of the following:

- **Hand Delivery/Courier:** NTA Village, 10 Rand Street, Khomasdal, Windhoek.
- **Postal:** P.O. Box 70407, Khomasdal, Windhoek, Namibia.
- **E-mail:** [levyclaims@nta.com.na](mailto:levyclaims@nta.com.na) (Evidence can be shared via Cloud applications such as 'WeTransfer' and 'Dropbox').

For more information, contact us at:

Tel: 061-2078 168/505/170

Email: [levyclaims@nta.com.na](mailto:levyclaims@nta.com.na)

Website: [www.nta.com.na](http://www.nta.com.na)

