

# Notice | 'nōdəs |

## noun

Notification or warning of something, especially to allow preparations to be made.

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## EMPLOYER TRAINING GRANT (ETG) SUBMISSION DEADLINE AND MANUAL SUBMISSION OF CLAIMS

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The Namibia Training Authority (NTA) herewith informs Vocational Education and Training (VET) Levy employers that the submission of Employer Training Grant (ETG) applications for the April 2023 to March 2024 cycle, opens on 01 April 2024. As per Government Notice No. 5 of 27 January 2014, Employer Training Grant applications are to be submitted to the Namibia Training Authority within 31 days, after the end of the NTA financial year.

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 submitting ETG applications are 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/vet-levy-etg-application-form-2024/>**

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) (Documentary evidence can be shared via Cloud applications such as 'WeTransfer' and 'Dropbox').