

TVET PROGRAMS 2027 APPLICATION FORM

ID SIZE PHOTO

Please print clearly in the following sections.

1. PERSONAL DETAILS

Title:	First Name	Surname:
Mr/Ms/Miss/Mrs		
Nationality:	Province:	District:
Gender:	Date of Birth:	Marital Status:
Male/Female		
Religion:	Mobile Phone:	Work Phone:
Personal Address:	Emergency Contact: Name: Number:	Email Address:

2. ENROLMENT DETAILS (Choose Program and Course of study, write 1 for first choice and 2 for the second choice in the box per Program and Course)

Tick	2: TVET Program (1-Year Diploma & 6-Months Certificate)	Program Levels	
		Diploma	Certificate
1	ICT - Programming		
2	ICT - Networking		
3	Occupational Health Security & Safety Management **		
4	Paralegal Studies		
5	Business Management		
6	Banking & Finance		
7	Accounting		
8	Human Resource Management		
9	Logistics & Supply Chain Management		
10	Customs Management		
11	Fares & Ticketing		

12		Ports & Shipping		
13		Tourism & Hospitality Management		
14		Government Studies		
15		Commercial Cookery		

3. QUALIFICATIONS (please attach your certificates, documents)

Qualifications (certificate, diploma, etc.)	Grade (12 or 10)	Name of School last attended
Other Qualifications		

4. EMPLOYMENT DETAILS

Are you employed? ☐ Yes ☐ No If yes please complete the following:

Organization:	
Supervisor Name:	
Phone:	
Email:	
Postal Address:	

HOW DID YOU KNOW ABOUT MAPEX TRAINING INSTITUTE?

Newspaper		Mapex Marketing Team	
TV Advertisement		Career Expo	
Social Media		Mapex Website	
Radio Broadcast		Other Means	

5. PAYMENT DETAILS

Tick (✓) in the appropriate box and fill the Sponsor name.

Self:		Mapex Sponsor:	
Corporate/Sponsor:		Sponsor Name:	
Parents:		Phone:	
Guardian:		Email:	

6. CAMPUS OF STUDY

Pick your Campus of Study by **ticking one** box below.

1. Port Moresby	
2. Lae	
3. Kokopo	
4. Mount Hagen	

7. DECLARATION

I hereby declare that the above information is true and correct, and am abide by MTI's Policies in every form and activities I do. I also acknowledged the Refund Policy, and I am ready to pay for my school fees stated.

I now promise to follow the policies and perform to the best of my ability if accepted to study with Mapex Training Institute.

Surname: _____ Given-Name: _____

Signature: _____ Date: ____/____/____

For official use only:		Comment:
Received by: Name: Signature:		
Reviewed Date:		
Course:		
Application Status:		
Date:		
Approved by: Registrar & Assistant Registrar		

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TEL: 323 2063
MOB: 7311 4968
E: info@mapexpng.com

1. SCHOOL FEE DETAILS

A. ACADEMIC PROGRAMS - 2 YEARS DIPLOMA LEVEL (4 SEMESTERS)

YEAR	REGISTRATION FEES	SEMESTER FEES		TOTAL COURSE FEES
		Semester 1	Semester 2	
1	K3,000.00	K4,000.00	K4,000.00	K11,000.00 / year
2	K3,000.00	K4,000.00	K4,000.00	K11,000.00 / year
TOTAL COURSE FEES FOR 2 YEARS				K22,000.00

B. TVET CERTIFICATE PROGRAM

LEVEL	DURATION	REGISTRATION FEES	TUITION FEES	TOTAL COURSE FEES
CERTIFICATE	6 MONTHS	K3,000.00	K5,000.00	K8,000.00

C. TVET DIPLOMA PROGRAM

LEVEL	DURATION	REGISTRATION FEES	TUITION FEES	TOTAL COURSE FEES
DIPLOMA	1 YEAR	K3,000.00	K13,000.00	K16,000.00

D. OCCUPATIONAL HEALTH, SECURITY AND SAFETY MANAGEMENT – 6 MONTHS CERTIFICATE - LEVEL 1 to 4

REGISTRATION FEES	LEVELS				TOTAL COURSE FEES
K2,000.00	LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4	
	K2,000.00	K2,000.00	K2,000.00	K2,000.00	K10,000.00

E. OCCUPATIONAL HEALTH, SECURITY AND SAFETY MANAGEMENT – 1 YEAR DIPLOMA LEVEL

REGISTRATION FEES	SEMESTER FEES		TOTAL COURSE FEE
	Semester 1 (LEVEL 1- 4)	Semester 2 (Diploma)	
K2,000.00	K8,000.00	K6,000.00	K16,000.00

2. MAPEX HOSTEL FEES

Months	Hostel Fees	Bond Fees (Refundable)	Total Fees	Program Level
1 Month	K1,050.00	K300.00	K1,350.00	
3 Months (12 weeks)	K3,150.00	K300.00	K3,450.00	Plant Operator & Motor Vehicle Driving Students
5 Months	K5,250.00	K300.00	K5,550.00	6 - months TVET Certificate Students
10 Months	K10,500.00	K300.00	K10,800.00	1-Year TVET Diploma Students
20 Months	K21,000.00	K300.00	K21,300.00	2-years Academic Diploma Students

3. IMPORTANT NOTES FOR STUDENTS

- Registration fees must be paid at the time of registration which cover ID Cards and resources.
- Semester fees must be fully paid before semester examinations for every program.
- Diploma students are also eligible to apply for the HELP Loan from DHERST.
- A 15% Fee discount applies for students enrolling in additional course.
- No cash payments are to be made to any MTI campus or officers.
- No application fees are to be paid to any campus or officers.
- If any officer asks you to pay cash or charge application fees, please report immediately by calling the Head Office via WhatsApp +675 73114968 or email info@mapexpng.com.

4. IMPORTANT NOTES FOR MTI HOSTEL STUDENTS

- **Hostel fees must be paid in full before the start of the semester to get your room key.**
- A compulsory K300 bond fee must be paid together with the hostel fees. The bond will be refunded upon checkout, provided there are no damages, losses, or other related charges.
- **Meals are not provided at the hostel. Students are responsible for preparing their own meals.**
- Daily transportation will be provided for students between the hostel and the campus, including pick-up and drop-off.

5. REFUND POLICY

- Refunds of school fees from withdrawals, instalments are **NOT Allowed**, except for overpayment of school fees.

6. BANK DETAILS

- School fees must be paid into:

BANK:	Bank of South Pacific (BSP)
ACCOUNT #:	7003240095
ACCOUNT NAME:	MAPEX TRAINING INSTITUTE LIMITED
BRANCH:	WAIGANI Drive
BSB #:	088-968 (<i>necessary for overseas transaction and internet banking</i>)