



BOUGANVILLE TECHNICAL COLLEGE

🏠 P.O. Box 110, Buka, Autonomous Region of Bouganville

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🌐 www.btc.ac.pg

NON SCHOOL LEAVERS - APPLICATION FORM 2025

1 PERSONAL INFORMATION

Surname:	<input type="text"/>	District:	<input type="text"/>
Given Name:	<input type="text"/>	Province:	<input type="text"/>
Birth Date:	<input type="text"/> / <input type="text"/> / <input type="text"/>	Mobile No:	<input type="text"/>
Village:	<input type="text"/>	Email:	<input type="text"/>
Gender:	Male <input type="checkbox"/> Female <input type="checkbox"/>		

2 COURSE PREFERENCE FOR NEW & CONTINUING STUDENTS

Applicant: New ☐ Re-Admit: ☐

Tick the appropriate preferred course of study.

CODE	LEVEL	COURSE	CERTIFICATION	DURATION	TICK
L1NC1-AT	Level 1	Automotive Technical	National Certification 1	2 Semesters	<input type="checkbox"/>
L1NC1-CMJ	Level 1	Cabinet Making & Joinery	National Certification 1	2 Semesters	<input type="checkbox"/>
S1NC1-BS	Stage 1	Business Studies	National Certification 1	2 Semesters	<input type="checkbox"/>
L1NC1-MFW	Level 1	Metal Fabrication & Welding	National Certification 1	2 Semesters	<input type="checkbox"/>
L1NC1-TH	Level 1	Tourism & Hospitality	National Certification 1	2 Semesters	<input type="checkbox"/>
L2NC2-MVM	Level 2	Motor Vehicle Mechanic	National Certification 2	4 Semesters	<input type="checkbox"/>
L2NC2-ATLV	Level 2	Automotive Technican (Light Vehicle)	National Certification 2	4 Semesters	<input type="checkbox"/>
L2NC2-AE	Level 2	Automotive Electrical	National Certification 2	4 Semesters	<input type="checkbox"/>
S2NC2-BSA	Stage 2	Business Studies - Accounting	National Certification 2	4 Semesters	<input type="checkbox"/>
S2NC2-BSM	Stage 2	Business Studies - Management	National Certification 2	4 Semesters	<input type="checkbox"/>
S2NC2-BSOA	Stage 2	Business Studies - Office Administration	National Certification 2	4 Semesters	<input type="checkbox"/>
L2NC2-CJ	Level 2	Carpentry & Joinery	National Certification 2	4 Semesters	<input type="checkbox"/>
L2NC2-MFW	Level 2	Metal Fabrication & Welding	National Certification 2	4 Semesters	<input type="checkbox"/>
L2NC2-DHEF	Level 2	Diesel/Heavy Equipment Fitting	National Certification 2	4 Semesters	<input type="checkbox"/>
S3NC3-DHEF	Level 3	Diesel/Heavy Equipment Fitting	National Certification 3	6 Semesters	<input type="checkbox"/>
S3NC3-BSA	Stage 3	Business Studies - Accounting	Diploma Stage 3	6 Semesters	<input type="checkbox"/>
S3NC3-BSM	Stage 3	Business Studies - Management	Diploma Stage 3	6 Semesters	<input type="checkbox"/>
S3NC3-BSOA	Stage 3	Business Studies - Office Administration	Diploma Stage 3	6 Semesters	<input type="checkbox"/>
L4DP-BSA	Level 4	Business Studies - Accounting	Diploma	8 Semesters	<input type="checkbox"/>
L4DP-BSM	Level 4	Business Studies - Management	Diploma	8 Semesters	<input type="checkbox"/>
L4DP-BSOA	Level 4	Business Studies - Office Administration	Diploma	8 Semesters	<input type="checkbox"/>

3 SECONDARY SCHOOL RESULTS

3.1 Grade 10 - Lower Secondary School Certification Results. (Circle the results as per your certificate)

Year Attained / Completed:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
SUBJECTS	RESULTS				
English	D	C	UP	P	F
Mathematics	D	C	UP	P	F
Science	D	C	UP	P	F
Social Science	D	C	UP	P	F

SUBJECTS	RESULTS				
Personal Development	D	C	UP	P	F
Business Studies	D	C	UP	P	F
Design & Technology	D	C	UP	P	F
Computing	D	C	UP	P	F

3.2 Grade 12 - Upper Secondary School Certification Results. (Circle the results as per your certificate)

Year Attained / Completed:														
SUBJECTS	RESULTS						SUBJECTS	RESULTS						
Applied English	A	B	C	D	E	F	Physical Education	A	B	C	D	E	F	
Language & Literature	A	B	C	D	E	F	Legal Studies	A	B	C	D	E	F	
General Mathematics	A	B	C	D	E	F	Music	A	B	C	D	E	F	
Advanced Mathematics	A	B	C	D	E	F	Theater	A	B	C	D	E	F	
Applied Science	A	B	C	D	E	F	Arts	A	B	C	D	E	F	
Chemistry	A	B	C	D	E	F	Visual Arts	A	B	C	D	E	F	
Biology	A	B	C	D	E	F	Accounting	A	B	C	D	E	F	
Physics	A	B	C	D	E	F	Business Studies	A	B	C	D	E	F	
Applied Resource Management	A	B	C	D	E	F	Design & Technology	A	B	C	D	E	F	
Economics	A	B	C	D	E	F	Tourism Studies	A	B	C	D	E	F	
Geography	A	B	C	D	E	F	ICT	A	B	C	D	E	F	
History	A	B	C	D	E	F	Computer Studies	A	B	C	D	E	F	
Personal Development	A	B	C	D	E	F		A	B	C	D	E	F	

4 DISABILITIES

4.1 Are you color blind? Yes ☐ No ☐

4.2	Do you have any disabilities?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	If "Yes", specify
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5 SPONSORSHIP

5.1 ☐ Self-Sponsor ☐ Corporate Sponsor ☐ Scholarship ☒ Others

5.2 Provide contact details

Full Name:									
Role:									
Company:									
Tel:									
Mobile:									

Address:

5.3 Have you ever been awarded TESAS Scholarship? Yes ☐ No ☒

6 DISCIPLINE

6.1 Have you ever been expelled or had serious discipline problems at another institution. If so, explain briefly.

[illegible]

7 DECLARATION

I, _____, hereby declare that all information provided in this form is correct and accurate to the best of my knowledge. I understand that providing false or misleading information may have legal consequences.

Applicant's Full Name

Witnessed by:

Signature:

Signature:

Date:

			/			/	2	0		
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Date:

		/			/	2	0
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Designation:	
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Application Procedures

To ensure a smooth and successful application process to Bouganville Technical College, please carefully follow the steps outlined below:

1 Fill out the Application Form:

Please complete the application form in its entirety. Ensure that all sections are filled accurately and provide the required information.

2 Certification of Attached Certificates:

All attached certificates must be certified by a Commissioner of Oaths. Please make certified copies of the required certificates to include with your application.

3 Industrial Work Experience (for NC 2 applicants):

NC 2 applicants must have a minimum of six (6) months of industrial work experience or more. Provide relevant documentation or proof of your work experience.

4 Application Fee:

A non-refundable application fee of **K50.00** is required. Deposit the fee into the college account # **00000000000 at bank name _____, Buka Branch**. Attach the deposit slip with your name clearly indicated to your application.

5 Application Submission:

Submit your application using only the provided Application Form. Late applications will not be considered. The application process closes at the end of October 2024.

6 Authenticity of Certificates:

Applicants using certificates other than their own will be referred to the police for investigation

7 Medical Report:

Attach a current medical report that verifies your medical fitness. This report should be issued by a qualified medical professional.

8 Asthmatic Conditions:

Note that individuals with asthmatic conditions will not be accepted and are advised not to apply for Mechanical trades.

9 Submission of Application:

Send your completed application form, along with all the necessary attachments and documents, to the attention of the Deputy Principal Academic. Use the address provided for submission.

10 Minimum Course Entry Requirement

To be eligible for admission, applicants must have a National Certificate (NC) Grade 10 with credits (C) in all core subjects.

11 Application Checklist:

Ensure that your application is complete by going through the following checklist and ticking the corresponding boxes:

<input type="checkbox"/>	Application Form: Have you completely filled out the application form?
<input type="checkbox"/>	Application Fee: Have you deposited the K50.00 application fee?
<input type="checkbox"/>	Deposit Slip: Have you attached the deposit slip with your name on it to this application?
<input type="checkbox"/>	Certificates and References: Have you attached all necessary certificates and other references?
<input type="checkbox"/>	Sponsor Information: Have you provided your sponsor's address and signature?
<input type="checkbox"/>	ID-Sized Photo: Have you attached an ID-sized color photo of yourself?
<input type="checkbox"/>	Medical Report: Have you attached your current medical report?
<input type="checkbox"/>	Character Reference: Have you attached a character reference from a church leader?

By carefully adhering to these guidelines and ensuring that all required documents are included, you can complete your application to Bouganville Technical College successfully.

Thank you for applying to Bouganville Technical College!