

Study English at The University of the West Indies

Dear Prospective Student,

Thank you for your interest in being part our **English as a Foreign Language (EFL) Programme**. In this e-mail EFL Packet, you will find detailed information about our programme offerings, calendar and fees. If you have any questions or require assistance, please do not hesitate to contact our EFL Staff .

We look forward to meeting you.

English at the U.W.I.

The English as a Foreign Language (EFL) Programme has provided international students with quality English language tuition for over fifteen years. Established in 1990, the programme has expanded to facilitate the burgeoning English language learning needs from the francophone and hispanophone Caribbean and South America.

At the University of the West Indies, our staff are well qualified and experienced specialists in the field of E.F.L. which ensures quality in language teaching. We at UWI are committed to providing you with a high standard of English education to help develop your language skills so you can advance your career and achieve your ambitions. We also offer you excellent facilities, vibrant culture and a learning experience you can find nowhere else.

The Application Process

1. Fill out the application form completely.

Application forms are available at the Centre for Language Learning, UWI, St. Augustine or via e-mail at EnglishAsA.ForeignLanguage@sta.uwi.edu

2. Attach a passport picture.

If you are sending in the application form by email, you may scan in a recent picture of yourself.

3. Attach a copy of your passport.

Please include a copy of the page of your passport that includes your name, photograph, date of birth, nationality and other relevant information.

4. Submit copies of all certificates and diplomas relevant to your study of English.

Please submit copies of all certificates and diplomas earned from any institution where you have received English language tuition. If you are enrolled in an English course at the time of applying to the University of the West Indies, please request a letter from your institution verifying your enrolment and level.

5. Submit the completed application and application documents

Your completed application form and documents may be emailed to EnglishAsA.ForeignLanguage@sta.uwi.edu or returned in person to the Centre for Language Learning, UWI, St. Augustine. Please be advised you will be required to write an evaluation

Study English at The University of the West Indies

examination at the beginning of the course and that the fee for the evaluation exam, US\$30, is non-refundable.

All fees (evaluation exam fee, tuition etc.) are payable by:

1. Cash (if paid in person)
2. Credit card (if transaction is done in person)

Please send all application materials to:

**English as a Foreign Language Programme
Centre for Language Learning
The University of the West Indies
Faculty of Humanities and Education**

**St. Augustine
Trinidad & Tobago
E-mail: EnglishAsA.ForeignLanguage@sta.uwi.edu
Fax: (868) 662-0758**

After the Application Process

1. Letters of Invitation

Once you have been applied to take part in the EFL Programme, you will receive a letter of invitation. This letter is shown to immigration authorities upon entry into Trinidad and Tobago.

2. Letters of Immigration

Letters of immigration which can be used to support the student's application for a student permit will only be issued upon payment for the course.

3. Deadline for Payment of Fees

Please note that payment of all fees is due by the end of the first week of class.

4. Insurance

Although a percentage of the fees you pay goes to university insurance, this is only valid in case of an accident on the campus while you are a student. It is then advisable that you make arrangements on your own to have travel insurance to cover you in the case of illness while you are in Trinidad and Tobago.

Study English at The University of the West Indies

Dates	Levels	Cost
14 January – 21 March 2008	To be determined *	US\$1245
7 July- 15 August 2008	To be determined *	US\$1245
15 September – 21 November 2008	To be determined*	US\$1245

* The English as a Foreign Language Programme generally accepts students who have a pre-intermediate or higher level of English. Levels of the class to be offered are determined by the results of the evaluation exam given on the first day of the course.

<p>POSTAL ADDRESS</p> <p>(Send all application materials and correspondence to this address.)</p>	<p>The University of the West Indies English as a Foreign Language (EFL) Programme Centre for Language Learning Faculty of Humanities & Education St. Augustine Trinidad & Tobago</p>
<p>EFL ADMINISTRATIVE OFFICE</p> <p>(Here you will find EFL administrative staff and teachers to assist you.)</p>	<p>Administrative Office The Centre for Language Learning</p> <p>Telephone: (868) 662-2002 Exts. 3896,2524 Fax: (868) 662-0758 E-mail: efl@fhe.uwi.tt Web http://www.sta.uwi.edu</p> <p>Office Hours: Monday to Friday 8:30 – 12:00 (GMT –4) 13:00 – 16:30 (GMT –4)</p>
<p>EFL CLASSROOMS</p> <p>(All teaching is held at the Centre for Language Learning.)</p>	<p>The Centre for Language Learning (CLL) Tel: (868) 662-0758</p>