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Principal Officers of
The University of the West Indies

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OCC, MD, SRCP, FACP, (Hon), Hon DSc UWI

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KA, BA Cantab, LLB Lond, Dip in Diplomacy Col, Hon. LLD UWI

The Hon. Don Brice – Mona
OJ CD, BA Lond-UCWI

Mr. Michael Mansoor – St. Augustine
CA, MBA W. Ont

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& PRO-VICE CHANCELLORS
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BA, PhD Hull

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BA, Dip International Relations UWI, MA, PhD Qu

Dr. Bhoendradatt Tewarie – St. Augustine
BA Northwestern, MA Chicago, PhD Penn

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BA, DipEd UWI, MA Qu

Prof. Gurmohan Kochhar – St. Augustine
BE Baroda, MS Wis, PhD UWI, MASHRAE, FAPE, MASME

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BA Lond-UCWI, MAEd Columbia, MBA Miami

DEPUTY UNIVERSITY REGISTRAR
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BSc Lond-UCWI, FCCA

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BA UWI, MA, PhD John Hopkins,
Dip Library & Information Studies Lond
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St. Augustine Campus - UWI

Campus Principal
Dr. Bhoendradatt Tewarie
BA Northwestern, MA Chicago, PhD Penn

Deputy Campus Principal
Prof. Gurmohan Kochhar
BE Baroda, MS Wis. PhD UWI, MASHRAE, FAPE, MASME

Acting Campus Registrar
Mr. David Moses
BSc Mechanical Engineering UWI, MS Mechanical Engineering, Wayne State University Detroit, MBA University of Sheffield, C.Dip.A.F. & ACIS United Kingdom

Campus Bursar
Mrs. Lylla Bada
BA (Economics & Accounting) Bristol, ACCA, CA (T&T)

Campus Librarian
Dr. Margaret Rouse-Jones
BA UWI, MA, PhD John Hopkins, Dip Library & Information Studies Lond
Greetings from the Faculty of Social Sciences!

I take pleasure in directing your attention to the contents of the Faculty of Social Sciences Regulations and Syllabus booklet. It is designed to provide the student and other interested persons with a condensed and informative introduction to the Faculty’s undergraduate programmes.

We at the Faculty trust that you will make good use of this opportunity to review the courses we offer. As you discover the wide range of possibilities that the Faculty places at your disposal, do not hesitate to ask questions and provide us with suggestions to make this brochure easier to use.

Once again, I invite you to explore our environment. It is our proud tradition to encourage you to ask questions and provide answers to the challenges and issues facing the Caribbean and the wider world.

Best wishes,

Hamid Ghany
Dean, Faculty of Social Sciences
Established at Mona, Jamaica, in 1960, teaching in the Faculty of Social Sciences was extended to the St. Augustine campus, Trinidad in 1961. Today, the Faculty of Social Sciences offers programmes in Accounting, Economics, Hotel Management, Management Studies, Political Science, Public Administration, Public Sector Management, Sociology, Psychology, Social Work, International Relations, Sports Management and Hospitality and Tourism Management. Programmes are also available by distance and in the summer period.

Within the Faculty, there are three departments (Behavioural Sciences, Economics and Management Studies), two centres (the Psychological Research Centre and the Centre for Criminology and Criminal Justice) and four units (the Health Economics, Economic Measurement, Sustainable Economic Development and The Governance Units). In addition, there is a Computer Lab, a Business Office (PRIMA), a Distance Education and Outreach Office and an adjacent Learning Resource Centre to support students’ academic progress.

The Faculty maintains organic academic and resource links with the Institute of Business, the Sir Arthur Lewis Institute of Social and Economic Studies (SALISES), the Caribbean Centre for Monetary Studies, the Institute of International Relations and the Centre for Gender and Development Studies. It has working relationships with other faculties, which include joint programmes. A collaborative arrangement exists with the Trinidad and Tobago Hospitality and Tourism Institute.

Regionally, it provides support for the Sir Arthur Lewis Community College of St. Lucia and the Clarence Fitzroy Bryant College of St. Kitts. It is in the process of working out articulation agreements with other tertiary level institutions in the Caribbean region. International links are maintained with American, Canadian, European, Latin American and Caribbean universities.

The Faculty of Social Sciences is committed to the development of the Caribbean and the wider world through its teaching, research, outreach and consultancy work. The Faculty’s vision for its graduates and the many communities in which they live and work is to continue a tradition of systematically investigating, learning and sharing what is known about the social environment through various disciplines using methodological tools appropriate to studying the social problematique.
FACULTY OFFICE & OFFICERS

The Faculty Office is located in the new Social Sciences Administration Building.

Telephone: 1 (868) 662 2002
Fax: 1 (868) 662 6295
E-mail: fss@fss.uwi.tt

DEAN
Dr. Hamid Ghany
is responsible for the overall administration of the Faculty’s affairs including its staff, students, plant and premises.

LAN OFFICER I
Mr. Manohar Sookhoo B.Sc., M.Sc. UWI
is responsible for the implementation, monitoring and security of the Faculty’s Computer System.

ADMINISTRATIVE ASSISTANT
Mrs. Ava George CSW, B.Sc.
serves as Secretary to Faculty Board, is responsible for all undergraduate programmes, and oversees the ATSS staff.

ADMINISTRATIVE ASSISTANT
Miss Ann Clement ABE, Cert. in Event Management
is responsible for the administration of the Distance Education Programme, postgraduate student matters, events management, maintenance of plant and equipment.

ADMINISTRATIVE ASSISTANT
Mr. Sheldon Warner B.Sc.
is responsible for the Faculty’s Summer School programmes, as well as the F.S.S. Computer Laboratory and the Technical Training Unit.

DEAN’S SECRETARY
Mrs. Sharon Reddock
assists the Dean and coordinates meetings, schedules and visits.

SECRETARY/STENOGRAPHER
Mrs. Margaret Sylvester-Lawrence CPA, B.Sc. UWI
attends to all student matters including course registration and appointments with the Deputy Dean (Undergraduate Studies).

SECRETARY/STENOGRAPHER
Mrs. Vidiya Mahabir-Ramlakhan
attends to all postgraduate student matters and is responsible for appointments with the Deputy Dean (Graduate Studies and Research).
ACCOUNTING ASSISTANT
Mrs. Marissa Joseph-Victor
is responsible for the processing of all financial transactions. She also supervises the Technical Training Unit located at Campus House.

CLERICAL ASSISTANT
Miss Shantal Nelson
assists with classroom and tutorial scheduling and also performs clerical duties.

CLERICAL ASSISTANT
Miss Tonya Wharton
performs clerical duties and assists with the processing of financial transactions.

CLERICAL ASSISTANT
Miss Jeselle Joseph
performs clerical duties and assists with the processing of student matters.

CLERICAL ASSISTANT
Miss Alicia Blaise-Fergus
performs clerical duties for the Faculty’s Summer School programmes.

PC SUPPORT TECHNICIAN
Mr. Nigel Moorgan A+ Cert. Professional
assists the LAN Officer I with the installation, maintenance and security of the Faculty’s computer system.

CLERICAL ASSISTANT
Mrs. Christine Steele
assists with the administration of the Faculty’s Distance Education programme.

There are also three Deputy Deans in the Faculty of Social Sciences.

DEPUTY DEAN (GRADUATE STUDIES & RESEARCH)
Dr. Patricia Mohammed
Centre for Gender & Development Studies
Telephone: Ext. 3568
attends to postgraduate students and faculty research matters.

DEPUTY DEAN (UNDERGRADUATE STUDIES)
Dr. Nasser Mustapha
Office: Room 215
Telephone: Ext. 2045
attends to student matters in the undergraduate, diploma and certificate programmes.

DEPUTY DEAN (DISTANCE EDUCATION & OUTREACH)
Dr. Anthony Bowrin
Office: Room 209
Telephone: Ext. 3303
attends to student matters in the Distance and Outreach programmes.
## STAFF LISTS

### Department of Behavioural Sciences

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Secretary: Ms. Charmain Subero .............. Ext. 2020
Secretary: Ms. Rosa Seepersad ............... Ext. 2539

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St. Augustine Campus
Lab. Administrator: Mr. Anthony Duncan, B.Sc., UWI
TEACHING, RESEARCH AND OTHER ACTIVITIES

Teaching in the undergraduate, graduate and other programmes is administered by three departments, each with a Head. Each department offers courses which are taught by members of staff in Semester I (from September to December), Semester II (from January to May) and during the summer (May to July). Courses are also taught in the distance mode in collaboration with our sister Faculties on the other campuses.

The Office of the Department of Behavioural Sciences is located in Rooms 233, 235 & 237 on the First Floor, Social Sciences Building. The Head supervises teaching and research activities of 28 full-time staff and part-time lecturers who teach 70 courses. This department is responsible for the majors and minors in Government, Psychology, Sociology, Social Work, Public Sector Management and Social Policy. Members of the Department have established themselves in the administration of polls and surveys. They make public appearances, provide commentary on politics, social psychology, crime, international relations, social work and contribute to public service.

The Office of the Department of Economics is located in Room 204 on the First Floor, Social Sciences Building. Its 10 staff members including the Head and part-time lecturers teach over 50 courses. This department is responsible for the special, major and minor in Economics. It is home to the Health Economics Unit, the Sustainable Economic Development Unit and the Economic Measurement Unit. Staff members also provide general commentary on a range of current economic topics including national budgets, fiscal measures, exchange rates and economic policy.

The Office of the Department of Management Studies is located in the Management Studies Building, north of the Social Sciences Building. Its Head, 13 other full-time staff members and a complement of part-time lecturers teach approximately 60 courses. Specials, Majors and Minors are available in Accounting, Management Studies, Finance, Marketing, Management Information Systems, Human Resource Management, Hospitality Management, Tourism Management and Sports Management. The Department has established links with the Institute of Business in Trinidad, Concordia University in Canada, and the Society of Management Accountants of Ontario, Canada. It also has a good relationship with local businesses and non-profit organisations.
Postgraduate programmes at the M.Sc., M. Phil. and Ph.D. levels in disciplines taught in the Faculty of Social Sciences equip graduates with professional qualifications for teaching, research and leadership in education, industry and private and public sector management and administration.

Certificate Programmes provide pre-degree training in specialized areas of study. Holders of certificates may apply for entry into the Faculty's undergraduate programmes.

The Faculty’s Business Office, houses the Summer Programme Office. The Summer Programme Office administers and coordinates the teaching of undergraduate degree, certificate and diploma level courses from May to August on behalf of the Faculty's departments.

The Computer Laboratory provides computer facilities for Social Sciences students. The Laboratory is also used to conduct a number of training programmes which are open to the public. These range from basic computer literacy to the more advanced networking courses which equip participants to fulfil the roles of network administrators and systems engineers.
MATTERS OF GENERAL INTEREST TO STUDENTS

How do I apply?
At present students are accepted annually to do undergraduate and postgraduate degrees, summer and distance courses, and non-degree certificates and diplomas. The time, method and cost of application vary. Prospective students should contact the Admissions Office of the University for this information and other details regarding matriculation or entrance requirements (see Appendix A). For information on summer courses contact the Summer Programme Office.

What can I do?
You may do a Bachelor’s, Master’s or Doctoral degree. It is also possible to do courses which earn a certificate or diploma. All courses are offered on a semester basis and each course normally has a weight of three (3) credits. In the degree programmes there are specials, majors and minors.

What will it cost to study?
Your time is the most valuable cost but tuition fees and other expenses are applicable. For 2003–2004 academic year tuition fees for undergraduate degree programmes cost approximately TT $12,000.00 per annum. Up to date information is available from the Admissions Office on tuition and other fees for postgraduate, undergraduate, certificate and diploma courses. Fees for summer courses are available from the Summer Programme Office. Student loans may be obtained from commercial banks, and scholarships and bursaries are available on a competitive basis.

Who can help me?
Students have four main sources of help:-
1. The Student Affairs Section of the Registry deals with matters pertaining to applications for admission and examinations.
2. The University Health Service Unit provides a doctor, nurse and counsellor. The Unit provides primary health care and pharmacy services. The Student Advisory Services also provides counselling on academic and personal matters.
3. In the Faculty of Social Sciences the Deputy Dean (Undergraduate Studies), the Deputy Dean (Distance Education and Outreach) and the Deputy Dean (Graduate Studies and Research) oversee matters involving students’ academic requests and concerns. The relevant Deputy Dean may be contacted through the Faculty Office. In addition, lecturers and tutors may be approached for advice on registration and on courses offered.
4. The Students’ Guild provides student representation at the Faculty’s Board meetings. The Faculty of Social Sciences’ representatives are elected annually and may be contacted at the Guild Office.
ADMINISTRATIVE MATTERS

A. Important Events and Dates

Dates of Graduation Ceremonies
Academic Year 2004-2005
October 22 & 23 2004 Cave Hill
October 29 & 30 2004 St Augustine
November 5 & 6 2004 Mona

Semester Dates - Academic Year 2004-2005

Semester I
Semester begins August 29, 2004
Registration Week August 31 – September 4, 2004
Teaching starts September 6, 2004
Examinations December 6 – 22, 2004
Semester ends December 22, 2004

Semester II
Semester begins January 16, 2005
Teaching begins January 17, 2005
Semester Break March 27– April 2, 2005
Examinations April 27 – May 13, 2005
Semester ends May 13, 2005

B. Offices

Admissions Office
The Registry • Ext. 2157, 2154 and 3012

Student Advisory Services,
Lewis Avenue • Exts. 2096, 2097

Faculty Office,
Faculty of Social Sciences Administration Building
Exts. 3042, 2406, 2407
E-mail: fss@fss.uwi.tt

Student’s Guild
Student Activity Centre • Phone No.: 662-9377
FACILITIES FOR STUDY

Lectures are conducted in the John F. Kennedy Lecture Theatre, in classrooms on the ground floor of the Faculty of Social Sciences Building, in the Management Lecture Theatre and in the Faculty of Social Sciences Computer Laboratory and the Learning Resource Centre.

Tutorials, laboratories and workshops are conducted at various venues ranging from small group sessions in lecturers’ offices to larger group meetings in classrooms and in the computer lab.

Library facilities include individual study carrels, postgraduate rooms and reading rooms. The fourth floor of the Main Library houses a Social Sciences division comprising a collection of over 75,000 items including over 300 journals, and collections in other subject areas and an extensive Economics collection. Students have access to a computerized catalogue, CD-ROM and on-line search facilities, audio-visual facilities, and West Indiana, UN and other special collections.

The Student Activity Centre enhances the support facilities for learning and study. Social Science students can access the Faculty’s Computer Laboratory and pursue research interests at one of the centres or units.
The following prizes are awarded to students in the Faculty of Social Sciences each year:-

**Campus Faculty Prizes**

i. A First Year Faculty prize of books is awarded to the Level I student with the best academic performance.

ii. A Second Year Faculty prize of books is awarded to the Level II student with the best academic performance.

iii. A Silver Gilt medal is awarded to the Level III (Final) year student with the best academic performance.

**Cross-Campus Faculty Prizes**

i. Three prizes of books are awarded to students obtaining the highest marks at the Level I Social Sciences examinations on each campus.

**Charles M. Kennedy Prize**

ii. One cash prize is awarded to the student with the highest marks in the B.Sc. (Economics) degree in all courses taken at the Levels II and III examinations.

**Hugh Springer Prize**

iii. One prize, half the value of which is for books, is awarded to the most distinguished Final Year student in the Faculties of Arts and General Studies and the Faculty of Social Sciences who have completed Levels II and III examinations.

**B.W.I.A. Student of the Year Prize – St. Augustine**

This prize is to be awarded on the basis of academic and extra curricular activities, character and quality of leadership, displayed by the student during the first two years as an undergraduate.
DEGREE, DIPLOMA AND CERTIFICATE PROGRAMMES

Students may pursue undergraduate and postgraduate degrees, diploma and certificate programmes in the Faculty of Social Sciences.

The undergraduate programme leads to the Bachelor of Science (B.Sc.) degree. It is possible to obtain a B.Sc. degree with specials, majors and minors. Students are encouraged to choose courses which allow them flexibility but they should ensure that they:
1. complete prerequisites for their chosen specials/majors;
2. fulfil the requirements of the foundation courses;
3. obtain a minimum of thirty (30) credits at Level I (inclusive of foundation courses) and sixty (60) credits at Levels II/III.

Specials are available in Accounting, Economics, Management Studies and Social Work,


Postgraduate M.Sc. degree programmes in Business Administration, Economics, Government, Social Work, Management Studies and Sociology are available. Students are also admitted for M.Phil. and Ph.D. degrees in disciplines taught in the Faculty of Social Sciences.

Diploma programmes are available in Caribbean Studies, Public Sector Management and Security Administration.

GENERAL REGULATIONS FOR THE DEGREE OF BACHELOR OF SCIENCES IN THE SOCIAL SCIENCES*

In these Regulations,
“Free electives” means courses listed in the Faculty Handbook, which are optional in the degree programme concerned;

“Level I”, in relation to a Faculty other than a Faculty of Social Sciences, means the stage of a degree programme at the end of which a candidate who has completed all the examinations is eligible, under the scheduling of the programme in that Faculty, to complete that programme within two years without registering for Summer School sessions;

“Prerequisite” means a course listed in the Faculty Handbook as a course, which must be completed before being permitted to register for another course for which it is so listed as a prerequisite;

“Summer School sessions” refer to the sessions of the Summer Schools as governed by the Summer School Regulations.

Qualifications for Admission
1.1 Before registration and before beginning courses in the Faculty the candidate must have satisfied the University matriculation requirements for entry to a degree programme (See University Matriculation Requirements - UWI Calendar Volume II, Part II).

1.2 On entry to the University at Mona and St. Augustine students may be required by the Faculty Board to take an English Language Proficiency Test (ELPT). Students failing this test may be required by the Faculty Board to do a prescribed course in English as a prerequisite to the compulsory Foundation Course, FD10A – English for Academic Purposes. Students with the following qualifications are exempt from the ELPT examination:
(i) A grade ‘A’ or ‘B’ in General Paper,
(ii) Grade I in CXC English Language (General Proficiency).

1.3 Applicants for entry into Economics, Accounting, Management Studies; Psychology and Statistics (Mona) degree options (specials and majors) are required to have a minimum of a Grade II pass in CXC (General) Mathematics or a qualification deemed by the Faculty Board to be equivalent.

* Special regulations for the degrees in Hospitality and Tourism Management can be found on pages 29-30.
Transfers
Inter and Intra Faculty Transfers
2.1 Students in another Faculty who have completed Level I of a degree programme of The University of the West Indies are eligible for transfer to the Level II of a degree programme offered by a Faculty of Social Sciences. Such students must at the time of transfer, have passed courses which satisfy the Level I requirements of the Faculty of Social Sciences as well as the prerequisites of the relevant courses of the programme into which the transfer is sought.

2.2 Transfer may also be offered to any student registered in any other Faculty of The University of the West Indies and who has successfully completed the Level I prerequisites to Levels II and III courses in the area of intended major or special and has also completed the required foundation course(s).

2.3 For transfer to the Level II of a degree programme offered by the Faculty of Social Sciences (Mona), students registered prior to 1998-99 may include among the courses passed Essentials in English (UC010, UC001) or Use of English (UC120).

Course of Study
3. Candidates for any of the degree programmes must pursue a course of study comprising at least ninety (90) credits at Level I and at least sixty (60) credits at Levels II and III. The Faculty Board may require that the timing of registration in particular courses may be such as to ensure that the course of study extends over either at least five (5) semesters and two (2) Summer School sessions or six (6) semesters.

*Special regulations exist for the B.Sc. Degrees in Hospitality and Tourism Management

Co-curricular Credits
4.1 Students will be eligible for no more than three (3) credits for involvement in co-curricular activities. The activities may be Campus specific.

4.2 Co-curricular credits will be awarded on the following basis:
   a. students must be involved in the activity for a least one (1) semester;
   b. explicit learning outcomes must be identified for each activity;
   c. there must be clearly defined mode(s) of assessment for each activity.

4.3 A Faculty Coordinator will be appointed with responsibility for the award of co-curricular credits.

4.4 The grading of co-curricular activities will be pass/fail.

4.5 All co-curricular activities/programmes must be approved in advance by the Faculty and Academic Board.

4.6 Subject to Faculty regulations, co-curricular credits will form part of the ninety (90) credits for a degree. However, in special circumstances, if credits are earned in excess of those required for the degree, these and the associated activity will be included on the student’s transcript.

Level I Requirements
5.1 Students must satisfy the requirements for a minimum of thirty (30) credits at Level I comprising:
   a. such foundation courses as are required and offered;
   b. other compulsory courses in the chosen degree option as specified in the Faculty Handbook;
   c. free electives to bring the total credits to thirty (30).
Foundation Courses

5.2 a. As of 1998–99 all students registered in The University of the West Indies will be required to complete a minimum of nine (9) credits of foundation courses. These courses are Level I courses designed to promote sensitivity to, and awareness of, distinctive characteristic features of Caribbean cosmologies, identities and culture. The foundation courses comprise:

i. FD10A - English for Academic Purposes
ii. FD12A - Science, Medicine and Technology in Society
iii. FD11A - Caribbean Civilization
iv. FD13A - Law, Governance, Economy and Society
v. any other course approved for the purpose by the Board of Undergraduate Studies

b. Students registered in the Faculty of Social Sciences will be required to include among such foundation courses English For Academic Purposes.

c. The elective Foundation course, Law, Governance, Economy and Society will not count for credit in the programme of the Faculty of Social Sciences except with the permission of the Dean.

d. Exemption in whole or in part from the requirements under [4.2(a–b)] may be granted from time to time by the Board for Undergraduate Studies.

Requirements for Entry to Levels II and III

6. Students are required to satisfy prerequisites (where they exist) for Levels II and III courses.

Requirements for the Award of the Degree

7.1 In order to qualify for the award of a degree a student must:
a. have satisfied the requirements for their specific degree programmes

b. have completed a minimum of ninety (90) credits (normally equivalent to thirty (30) semester courses) of which:
   i. at least thirty (30) credits are from Level I semester courses (including the foundation course requirement), and
   ii. at least sixty (60) credits from Levels II and III semester courses

7.2 Degrees are offered in the following categories:
   Special
   Major
   Double major
   Major and one minor
   Major and two minors

7.3 A student must be formally registered in one of these categories:
   • A special comprises a minimum of forty-five (45) credits in the subject area over Levels II and III
   • A major is made up of a minimum of thirty (30) credits in the subject area over Levels II and III
   • A double major is made up of a minimum of thirty (30) credits each in two subject areas over Levels II and III
   • A minor comprises a minimum of fifteen (15) credits in the subject area over Levels II and III
   • A major/minor comprises a minimum of thirty (30) Levels II and III credits in the subject area of the major and fifteen (15) Levels II and III credits in the subject area of the minor.

7.3.1 A special degree is available from among the following subject areas only:
   Accounting + #
   Economics ++
   Business, Economics & Social Statistics* 
   Hospitality and Tourism Management ++
   Hotel Management (+ *)a 
   Management Studies + 
   Public Sector Management ++
   Sociology +
   Social Work * #
   Tourism Management (+ *)a 

# indicates a minor is available
7.3.2 A major is available from among the following subject areas:
- Accounting + *
- Economics + * #
- Government #
- International Relations *
- Management Studies + * #
- Political Science + *
- Public Administration *
- Public Sector Management +
- Psychology * #
- Social Work #
- Sociology + * #
- Sports Management #
- Statistics *

7.3.3 Minors may be declared from among the following subject areas:
- Accounting + * #
- African and African Diaspora Studies *
- Demography *
- Economics + * #
- Finance #
- Gender & Development Studies #
- Government #
- History +
- Human Resource Management #
- International Relations * #
- Law +
- Management Studies + * #
- Management Information Systems #
- Marketing #
- Mathematics +
- Political Science + *
- Public Sector Management + #
- Psychology * # +
- Sociology * #
- Social Policy Administration *
- Social Policy #
- Social Psychology *
- Sports Management #
- Statistics *

Key: +Cave Hill *Mona
     #St. Augustine ( ) a Bahamas

7.3.4 The degree majors with which the above minors may be combined will be approved by the Faculty Board and Board for Undergraduate Studies and listed as programme offerings in the Faculty Handbook.

7.3.5 Students may also request to combine a Social Sciences major with a minor offered by another faculty. To do this, the permission of the Deans of both Faculties must be sought and obtained. At St. Augustine students may register in the Faculty for a double major comprising a major in the Faculty and a major offered by another faculty. By special arrangement with the Faculty of Science & Agriculture (St. Augustine), students may register for a double major comprising any of the majors offered in the Faculty of Social Sciences as one of the two required subject areas and Mathematics in the Faculty of Science & Agriculture (St. Augustine) as the other. Students may also apply to register in the Faculty of Social Sciences for a double major involving any of the Faculty of Social Sciences majors and any other majors offered in another faculty at the St. Augustine campus. To do this, the permission of the Deans of both faculties must be sought and obtained.

7.3.6 A student may with the permission of the Dean change any major, special or minor for which that student is registered.

Regulations for Full-time Programme

8. A full-time student:
   a. shall complete the degree programme in not more than eleven (11) semesters and five (5) Summer School sessions;

   b. will, unless the Academic Board approves otherwise on the recommendation of the Faculty Board, be required to register for ten (10) semester courses in any one (1) year and five (5) semester courses in any one semester, provided that permission may be sought for not more than one additional course for the year by any student who needs that course for completion of the requirements for the degree or who has been awarded a grade of ‘A’ as the examination mark for more than half of the courses for which that student has been examined when registered in the Faculty.
c. will be required to withdraw from the Faculty unless he/she has gained at least:

**Fifteen (15) credits at the end of the second semester,**
**Thirty-three (33) credits at the end of the fourth semester,**
**Fifty-one (51) credits at the end of the sixth semester,**
**Sixty-nine (69) credits at the end of the eighth semester.**

_N.B._ Credits gained from courses done in another programme will not be counted towards the rate of progress.

Full-time students may engage in employment for not more than twelve (12) hours per week.

### Regulations for Part-time Programme

9. a. A part-time programme is offered for Level I of the B.Sc. degree at all campuses with the exception of the B.Sc. Social Work at the St. Augustine Campus. Levels II and III are available in all programmes offered at the Cave Hill Campus. At the Mona Campus part-time is offered in B.Sc. Management Studies (major) B.Sc. Accounting (major) and the B.Sc. International Relations (major). Part-time registration is not permitted at Levels II and III at the St. Augustine Campus.

b. The Faculty Board may require that the timing of registration in particular courses be such as to ensure that the course of study for the Level I programme extends over at least three (3) semesters inclusive of one (1) Summer School session.

c. A part-time student will be required to withdraw from the Faculty unless he/she has gained:

**Six (6) credits at the end of the second semester,**
**Eighteen (18) credits at the end of the fourth semester,**
**Twenty-four (24) credits at the end of the sixth semester,**
**Thirty-nine (39) credits at the end of the eighth semester,**
**Fifty-four (54) credits at the end of the tenth semester,**
**Seventy-two (72) credits at the end of twelfth semester,**
**Ninety (90) credits at the end of the fourteenth semester.**

d. Once a part-time student transfers into the full-time programme, he/she is required to maintain the rate of progress associated with the full-time programme.

_N.B._ Credits gained from courses done in another programme will not be counted towards the rate of progress.

### Registration / Examinations

10. a. Students will be examined during each semester and the Summer session in the courses for which they are registered.

b. A course may be examined by one or more of the following methods:
   i. written examination papers
   ii. oral (under the conditions in Regulation 10 below)
   iii. practical examinations
   iv. coursework (which may include written in-course tests, practical work, dissertations, essays, projects, studies and other forms of coursework exercise as approved by the Faculty Board, or the Campus Committee on Examinations as appropriate).

c. In the Faculty of Social Sciences, St. Augustine Campus a course constitutes three (3) credits.

d. A student failing a course may, subject to the rate of progress requirements of these regulations, be allowed to substitute another approved course in a subsequent semester or repeat the failed course.

f. All optional courses (electives) listed in the various degree programmes in the Faculty Handbook will not necessarily be available in any one year.

g. Deadlines for changes of registration including withdrawal from or addition of courses will be as prescribed in University Regulations.

h. Students wishing to pursue a course _not for credit_ (NFC) must seek approval prior to taking the course. All such requests must be made, in writing, to the Dean of the Faculty.
i. Registration for a course constitutes registration for the examination in that course.

j. A student will be deemed to have registered for a course when his/her financial obligations to the University have been fulfilled.

k. A student who does not take an examination in a course for which he/she is registered is deemed to have failed that examination unless permission to be absent has been granted.

l. A student who, on grounds of illness or in other special circumstances as referred to in Examination Regulation 25 fails to take an examination in a course for which he/she is registered, may be given special consideration by the Board of Examiners to take the examination at the next available opportunity, without penalty.

m. Students are asked to pay special attention to Examination Regulation 23 which states:

“Any candidate who has been absent from the University for a prolonged period during the year for any reason other than illness or whose attendance at prescribed lectures, classes, practical classes, tutorial or clinical instructions has been unsatisfactory or who has failed to submit essays or other exercises set by his teachers may be debarred by the relevant Academic Board, on the recommendation of the relevant Faculty Board, from taking any University examinations.”

Coursework

11. a. In the case of examination by coursework a student gaining an overall mark higher than 40% but passing in only one component will be required to repeat at the next available sitting the component that was failed.

b. A student who is absent from a coursework examination may apply to the Dean of the Faculty for exemption from this examination no later than one (1) week following the date of this examination. He/she must at the same time submit to the Campus Registrar justification for such absence (such as, in case of illness, a medical certificate complying with any applicable Examination Regulations). The Dean shall consider any such request for exemption in consultation with the relevant Head of Department and course lecturer. If the exemption is granted, the percentage mark available to be awarded for the final examination will be increased correspondingly.

c. A student may request to submit coursework assignments, essays, etc. after the stipulated deadline date on the basis of appropriate justification (such as, in case of illness, a medical certificate complying with any applicable Examination Regulations). This request must be made normally within forty-eight (48) hours after the stipulated deadline date and must be addressed to the Dean, who in consultation with the relevant Head of Department and course lecturer may allow the extension. The Dean, acting on advice of the relevant Head of Department and course lecturer, may consider requests for exemption from submission of the coursework assignment, essays, etc. If the exemption is granted, the percentage mark available to be awarded for the final examination will be increased correspondingly.

Oral Examination for Final Year Students

12. a. The Board of Examiners MAY recommend to the department concerned that a student who has failed the last one or two course(s) required to complete the degree be offered an oral examination in that one or those two course(s) provided that he/she has obtained in each instance a mark of at least 35% for the course(s).

b. If an oral examination is granted the student may choose to decline the offer.

c. The oral examination, which will be of maximum length of one (1) hour, will be held as soon as possible after the previous examination. The student must contact the department concerned immediately so that arrangements may be made for the oral examination.
d. The oral examination will concern the course as a whole, and not be restricted to the questions set in the examination, which the student did. The first examiner and at least one other examiner must be present at an Oral Examination.

e. If the examination is passed, the student cannot be awarded a grade higher than 40% - C and this grade will replace that previously gained for the entire evaluation in that course.

f. If he/she fails the oral examination, the student will not have any right of appeal or review.

g. A student will be allowed only one (1) oral examination for any one (1) course.

See BUS Mins. Of 30/09/03(13, 13.1, and 13.2)

*A student may receive exemption only (i.e. must do another course instead) for any other degree course passed.

Also, the granting of credits and exemptions in no way exempts a student from the University requirement of pursuing and passing nine (9) credits of foundation courses.

The granting of exemptions and credits/exemptions must be based on equivalency to courses in each degree option.

In keeping with UWI’s policy, exemptions and credits/exemptions will only be granted for courses which have been successfully pursued within the last five (5) years.

Policy Statement on the Award of Exemptions and/or Exemptions and Credits for Undergraduate Studies in The Faculty of Social Sciences

13. The granting of exemptions and credit/exemptions are as follows:-

a. From UWI Certificates –
A student who, prior to taking the Certificate has:
(i) normal level matriculation (five (5) O-Levels and two (2) or more A-Levels) will receive credits and exemptions for all Level I courses successfully completed up to a maximum of thirty (30) credits/exemptions, i.e. 10 courses.

(ii) lower level matriculation (a minimum of five (5) O-Levels) will receive credits and exemptions for all Level I courses successfully completed up to a maximum of eighteen (18) credits/exemptions, i.e. 6 courses.*

(iii) no matriculation/mature route (up to four (4) O-Levels) will receive credits and exemptions for all Level I courses successfully completed up to a maximum of twelve (12) credits/exemptions, i.e. 4 courses.*

b. From UWI Diplomas –
A student who, prior to pursuing a Degree, has successfully completed a Diploma
(i) will receive credits and exemptions up to a maximum of eighteen (18) credits/exemptions, i.e. 6 courses, of which nine (9) credits/exemptions must be Level I courses.

c. A student who has successfully pursued both a UWI Certificate and Diploma
(i) will receive credits and exemptions up to a maximum of twenty-seven (27) credits/exemptions, i.e. 9 courses, of which eighteen (18) credits/exemptions must be Level I courses.

d. A student who is currently enrolled in a Degree programme, and pursues courses in the Summer Programme, will be granted credits and exemptions for all courses pursued towards the completion of his/her degree, providing that the course(s) pursued in the Summer Programme is/are deemed the same or equivalent to that offered in the normal stream.
e. A student who has successfully completed individual courses in the Summer Programme before enrolment in a Degree programme, i.e. did not enrol in any of the Certificate or Diploma programmes, will be granted up to a maximum of twelve (12) exemptions/credits i.e. 4 courses.

f. A student who has been accepted to pursue any Certificate or undergraduate Diploma programme offered by the Faculty of Social Sciences, and has successfully completed a TLI approved programme, will be granted up to a maximum of nine (9) credits/exemptions.

g. A student seeking exemptions/credits in excess of the limits stated in f. above will be granted exemption only and will be required to pursue a substitute course relevant to the field of study.

h. From three-year Associate Degree Programme Accredited Tertiary Learning Institutions (TLI):

(i) Credits/ exemptions will be granted for all courses that have been assessed by UWI (in 1998) for equivalency with specific UWI courses if a minimum B grade (TLI grading) has been achieved. *

*This exercise is an on-going one and TLI courses approved by the relevant Assessment Committee after 1998 will be granted exemptions/credits.

(i) Students who seek to do part of their programme at another university (a maximum of two (2) semesters which must not include the final semester of full-time study) must have the courses they intend to do at the overseas university assessed for equivalence by the relevant department at St. Augustine BEFORE proceeding to study abroad.

The request to study abroad and the course approved by the department must then be submitted through the Faculty to obtain Academic Board approval.

(iii) It should be noted that first year (100 level) courses in the American four-year undergraduate programme or elsewhere, will NOT usually warrant any exemption from UWI courses.

k. Students doing a course(s) at other universities to complete their degree programme:

(i) In an instance where students may be migrating/must be away from the country for a significant period and have few courses to complete their UWI degree there may be discretionary decisions made by the Faculty and sanctioned by Academic Board to accommodate them.

Withdrawal

14.1 Students who have failed to gain the required credits within the stipulated time period may be asked to withdraw from the Faculty.
14.2 A candidate who has been required to withdraw from the Faculty may apply to the Faculty for re-admission one (1) year after withdrawal. Each case will be considered on its own merit, but will only succeed if the Faculty is satisfied that the circumstances attending the reasons for the withdrawal have altered substantially.

14.3 Students thus admitted to a Faculty may in accordance with its regulations be granted exemption from Level I courses subject to there being no change in the content of the courses and provided that no more than five (5) years have elapsed since the date of withdrawal. Level II University courses, for the purposes of exemption, may be treated in the same way as Level I Faculty courses.

14.4 Students whose performance in the Level I programme indicated general weakness (e.g. bare passes in all courses) may be required by the Faculty to repeat Level I Faculty courses.

14.5 Students from one faculty who had been required to withdraw from the University for failing to complete their degree programme within the stipulated period may be admitted to another faculty after a minimum period of one (1) year has elapsed since their withdrawal. Such students may be granted exemption from Level I courses relevant to the new programme subject to Regulations 13.3 and 13.4 above.

14.6 Students required to withdraw from the University for failing to complete their Diploma or Certificate programme may be re-admitted to the Faculty after a minimum period of one (1) year has elapsed since their withdrawal. Such students shall not be granted exemptions from courses in the programme previously passed.

**Leaf of Absence**

15.  

1. A candidate who for good reason wishes to be absent from an academic programme for a semester or more must apply for formal leave of absence to the Campus Faculty Board, through the appropriate Dean, stating the reason for the application.

ii. The length of such leave of absence, if granted, will be subject to approval by the Academic Board of the Campus concerned, but will not exceed one (1) academic year in the first instance terminating at the end of the academic year for which the application is approved.

iii. Leave of absence will not be granted for more than two (2) consecutive academic years.

iv. Leave of absence may be granted for one (1) semester or for an academic year.

v. Applications for leave of absence for a semester shall normally be submitted by the end of the third week of the relevant semester.

vi. Applications for leave of absence for the academic year shall normally be submitted by the end of the third week of Semester I.

**Admission Criteria for Courses Offered by the Department of Management Studies**

16. Students who wish to pursue Management Studies courses and programmes and were not admitted under any of the approved Management Studies specializations, majors or minors or approved double majors offered in conjunction with the Faculty of Science and Agriculture must:

(i) attain a cumulative GPA of at least 3.3 (B+ average) in their previous courses in order to be eligible for admission into Levels II /III Management courses.

(ii) Students who are desirous of pursuing Level I Management Studies courses will only be admitted with the approval of the Head of the Department of Management Studies or his/her designated nominee(s)

(iii) Applications for leave of absence for a semester shall normally be submitted by the end of the third week of the relevant semester.
Award of Degrees

17. Notification of Results
For those candidates who have completed the requirements of the B.Sc. degree a pass list shall be published and arranged alphabetically in the following categories:

i. First Class Honours
ii. Second Class Honours
   Upper Division
   Lower Division
iii. Pass

Award of Honours –
Grade Point Average System (GPA)

New Regulations governing Award of Degrees beginning in the Academic Year 2003-2004

18. (i) The class of degree to be awarded shall be determined on the basis of a weighted Grade Point Average (GPA).

(ii) In the calculation of the weighted GPA, a weight of zero shall be attached to all Level I courses.

(iii) Levels II and III courses shall have equal weight in the determination of the weighted GPA.

(iv) A course designated at registration as not for credit (NFC) shall not count in the determination of the weighted GPA.

(v) Core courses satisfying the requirements of specializations, majors and minors must be taken into account in the determination of the weighted GPA.

(vi) The class of degree shall be awarded as follows:
   First Class Honours – Weighted GPA of 3.60 and above
   Second Class Honours, Upper Division – Weighted GPA 3.00 - 3.59
   Second Class Honours, Lower Division – Weighted GPA 2.00 - 2.99
   Pass – Weighted GPA 1.00 - 1.99

Marking Scheme for Examinations in the Faculty of Social Sciences

19. (i) In the determination of GPA, the grades with corresponding quality points shall be as defined in the University Regulations governing the GPA.

(ii) The authorized marking scheme is as follows:

<table>
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<tr>
<th>GRADE</th>
<th>GPA</th>
<th>MARKS</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>4.3</td>
<td>86 and over</td>
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<td>A</td>
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<td>53 – 56</td>
</tr>
<tr>
<td>C</td>
<td>2.0</td>
<td>50 – 52</td>
</tr>
<tr>
<td>C-</td>
<td>1.7</td>
<td>47 – 49</td>
</tr>
<tr>
<td>D+</td>
<td>1.3</td>
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<tr>
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<tr>
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<td>0.0</td>
<td>Less than 40</td>
</tr>
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1. **Introduction**

The University of the West Indies, St. Augustine in collaboration with the Trinidad and Tobago Hospitality and Tourism Institute (TTHTI) offers a Degree Programme in Hospitality and Tourism Management, which is delivered through the Department of Management Studies at the St. Augustine campus, and the Trinidad and Tobago Hospitality and Tourism Institute (TTHTI) at Chaguaramas.

2. **Programme Structure**

Years I and II are administered at TTHTI and Years III and IV are administered at UWI, St. Augustine. In order to qualify for the award of the degree a student must:

(i) at least 75 from Year I and Year II at TTHTI, and
(ii) at least 60 from Year III and Year IV at UWI (including foundation course requirement)

(b) have satisfied the compulsory requirement for either the Hospitality or Tourism major.

3. **Class of Degree**

This will be determined in accordance with existing UWI regulations.

4. **Programme Summary**

This four-year programme consists of a common core of Hospitality and Tourism courses along with Business and Management courses. Additionally, students choose from two specialist areas: Hospitality Management (viz. Culinary Management, Food and Beverage Management, Hotel Operations Management) and Tourism Management.

The majority of vocational courses, particularly in Hospitality Management, are undertaken during the first two years of study at the Trinidad and Tobago Hospitality and Tourism Institute. Students will receive practical exposure to kitchen, restaurant and other hotel operational areas at the Trinidad and Tobago Hospitality and Tourism Institute. Students will also be given the opportunity to gain hands-on experience, and a realistic appreciation of the working environment of the industry through an internship scheme for which TTHTI has primary responsibility.
5. **Admission Criteria**

In order to be admitted to the second phase of B.Sc. Programme at UWI, St. Augustine, students must complete the Trinidad and Tobago Hospitality and Tourism Institute (TTHTI) Associate Degree programme in Hospitality and Tourism Management, with a minimum Grade Point Average (GPA) of 3.0, based on the TTHTI Grade Point System.

Graduates of other Associate Degree programmes equivalent to TTHTI’s revised programme will be considered for admission.

Graduates of TTHTI up to the Year 2001 who are admitted will be required to successfully complete EC141 and EC160 at The University of the West Indies. TTHTI Graduates of 2002 and beyond will not be required to do these subjects.

6. **Foundation Courses**

Completion of the degree requires at least 6 credits of foundation courses. (Refer to the section – Course Requirements for Bachelor of Science Programmes: Specializations, Majors and Minors)

7. **Summer Internships**

The programme includes three (3) internships, each of eight (8) weeks duration. Two (2) internships are administered by TTHTI for the first two (2) years of the programme. The third internship commences at the end of the Year III at UWI.

These internships are conducted at approved Hospitality and Tourism organizations. The primary responsibility for the internships rests with TTHTI, given its established links with the industry.
GENERAL REGULATIONS FOR DIPLOMA PROGRAMMES

Full-time Study
1. Full-time Diploma candidates shall normally complete the Diploma Programme in not more than two (2) consecutive semesters.

2. Full-time Diploma students will be required to withdraw unless twelve (12) credits are gained by the end of the second semester.

3. Candidates must reach in each paper a standard prescribed by the examiners provided that if a candidate reaches the prescribed standard in each of ten (10) papers and the examiners do not consider his/her failure in the last two (2) subjects to be serious they may, at their discretion, declare him/her to be referred in that part.

4. Students who have recently passed courses identical or similar to those listed in Regulation 5 may be (i) permitted credit with the approval of the department or (ii) required by the department to substitute courses to be chosen from optional courses available in the Faculty of Social Sciences.

Part-time Study
5. A part-time student shall normally complete the Diploma Programme in not more than six (6) consecutive semesters.

6. A part-time student shall normally take not less than two (2) courses in each semester.

7. A part-time student will be required to withdraw from the Faculty unless he/she has gained three (3) credits at the end of the first year.

Entry to Examination
8. Entry to the examination will be made at the same time as registration for the course. Such registration shall take place during the University registration period.

A fine will be imposed on students whose registration form is received late.
Notification of Results

9. Candidates who gain the award of the Diploma with outstanding merit may be awarded a distinction.

   a. For the award of the Diploma with Distinction candidates must achieve either:
      (i) At least eight (8) grades of A and four (4) grades of B+ or;
      (ii) At least ten (10) grades of A and two (2) grades of B.

   b. For the award of the Diploma with Honours candidates must achieve either:
      (i) At least eight (8) grades of B+ and four (4) grades of B or;
      (ii) At least ten (10) grades of B+ (including all the compulsory subjects) and two (2) grades of C.

10. The results of the examination shall be published in a separate pass list in which the names of the successful candidates shall be arranged alphabetically as follows:-

   i. Distinction
   ii. Honours
   iii. Pass

Oral Examination for Diploma Students

11. Oral examinations are available to Diploma students under the same regulations that govern such examinations in the undergraduate programme EXCEPT that only ONE (1) Oral Supplemental will be offered to Diploma students who fail with a mark of 35% - 39%.

Award of the Diploma

12. The report of the examiners and the pass list shall be laid before the Senate for approval.
SPECIAL REGULATIONS FOR THE DIPLOMA IN PUBLIC SECTOR MANAGEMENT (Summer Programme & Normal Stream)

1. The Diploma in Public Sector Management will be awarded to persons who, having completed the course of study prescribed by these regulations, have satisfied the examiners in the examination for the Diploma.

Qualifications for Admission
2. To be admitted to the prescribed course of study for the Diploma, candidates must:-
   i. be graduates of an approved university;
   OR ii. hold an approved technical or professional qualification awarded by an approved body;
   OR iii. have in the opinion of the University, practical experience or other qualifications of special relevance to the course. Persons seeking admission, who do not satisfy the requirements at (i) or (ii) will normally be required to have had about five (5) years experience in executive or administrative work.

3. A candidate registered for the Diploma in Public Sector Management who reaches the prescribed standard for the Diploma in Public Sector Management in each of ten (10) papers; and fails to reach a standard, in the last two (2) papers, high enough for referral, may be recommended by examiners for a Certificate in Public Administration.

4. A student who has been referred in two (2) papers in the Diploma in Public Sector Management and who on re-examination fails to reach the prescribed standard may be recommended by the examiners for a Certificate in Public Administration.

Award of Diploma
5. The Diploma will normally be conferred only after successful completion of all required courses.
SPECIAL REGULATIONS FOR THE DIPLOMA IN CARIBBEAN STUDIES

(Summer Programme Only)
1. This programme is structured on the assumption that to understand the Caribbean an integrated approach is necessary and must accordingly involve the various disciplines in the Arts and Social Sciences. The Diploma therefore will consist of a broad range of subjects taken over an intensive four-month period.

2. Lectures/seminars and tutorials will normally be conducted in English.

Duration
3. Two (2) Summer semesters

Target Audience
4. (i) Former graduates of The University of the West Indies whose first degree did not include the Social Sciences or who want to upgrade their skills.
   (ii) Persons outside the Caribbean whose ambition it is to acquire some specialist knowledge of the Caribbean.

Qualifications for Admission
5. A first degree in any field or equivalent qualification.

Award of Diploma
6. The Diploma will normally be conferred only after successful completion of all required courses.
SPECIAL REGULATIONS FOR THE DIPLOMA IN SECURITY ADMINISTRATION (Summer Programme Only)

1. The Diploma in Security Administration (DSA) is an intensive programme designed to better prepare public and private sector security officials and executives to administer their respective duties.

Duration
2. Approximately one (1) academic year (over two (2) summers) for full-time study or approximately two (2) academic years (over three (3) summers) for part-time study.

Target Audience
3. The DSA is aimed at first division officers, middle and senior level ranks in the Police Service, Defence force, Prisons and Fire Services and also private security firms.

Qualifications for Admission
4. Candidates will be accepted into the DSA based on either of the following:
   • Holder of an approved university degree.
   • Holder of approved technical or professional qualifications.
   • Practical experience or other qualifications bearing special relevance to the course.
   • Graduate of the Security Management programme offered by the UWI School of Continuing Studies.

Award of Diploma
5. The Diploma shall be awarded to persons who have completed thirty (30) credits (equivalent to ten (10) semester courses) and have satisfied the examiners of the Diploma.
GENERAL REGULATIONS FOR CERTIFICATE PROGRAMMES IN THE FACULTY OF SOCIAL SCIENCES

**Full-time Study**
1. A full-time student shall normally complete the Certificate Programme in not more than four (4) consecutive semesters.

2. A full-time student shall be required to withdraw from the Programme unless six (6) credits are gained by the end of the second semester.

3. Full-time students who have not completed the Certificate Programme by the end of the fourth semester will be required to withdraw.

4. In order to satisfy the examiners, candidates must reach in each paper a standard prescribed by the examiners; provided that if a candidate reaches the prescribed standard in each of eight (8) papers and the examiners do not consider his/her failure in the last two (2) subjects to be serious, they may at their discretion, declare him/her to be referred in that part.

**Part-time Study**
5. A part-time student shall normally complete the Certificate Programme in not more than six (6) consecutive semesters.

6. A part-time student will be required to withdraw from the Faculty unless three (3) credits are gained by the end of the second semester and six (6) credits at the end of the fourth semester.

7. A part-time student shall normally register for five (5) courses in any one academic year.

8. A part-time student is required to take at least two (2) and not more than three (3) courses in any one semester.

**Oral Examination for Certificate Students**
9. Oral examinations are available to students in this programme under the same regulations that govern such examinations in the undergraduate programme EXCEPT that only ONE (1) Oral Supplemental will be offered to Certificate students who fail with a mark of 35% - 39%.
Award of the Certificate

10. In order to be awarded a Certificate, candidates must complete thirty (30) credits, (equivalent to ten (10) semester courses), and have satisfied the Examiners for the award of the Certificate. The report of the examiners and the pass list shall be laid before the Senate for approval.
SPECIAL REGULATIONS FOR THE CERTIFICATE IN PUBLIC ADMINISTRATION

(Summer Programme & Normal Stream)

1. The Certificate in Public Administration shall be awarded to persons who, having completed the course of study prescribed by these Regulations, have satisfied the examiners in the examination for the Certificate.

Qualifications for Admission

2. To be admitted to the prescribed course of study for the Certificate in Public Administration, candidates must:-
   i. be matriculated students of the University; and
   ii. have in the opinion of the University, practical experience or other qualifications of special relevance to the course. Persons seeking admission will normally be required to have had about five years’ experience of civil service work or other relevant experience.

3. Candidates seeking admission, who do not satisfy the requirements at 2(i) but who are deemed capable of doing the standard of work required for the Certificate may be permitted to enter the Certificate course, at the discretion of the Faculty.

Award of the Certificate

4. In order to be awarded the Certificate in Public Administration, a student must complete thirty (30) credits (equivalent to ten (10) semester courses).
SPECIAL REGULATIONS FOR THE CERTIFICATE IN LOCAL GOVERNMENT STUDIES (Summer Programme Only)

1. The Certificate in Local Government Studies (CLGS) allows students to develop a basic understanding of how local government systems operate in the Commonwealth Caribbean. The course of study analyzes different forms of local government as they exist in the region as well as give appreciation of local government systems in different parts of the world. Other issues to be considered will be constraints within the local government systems along with various local, regional and international organizations that play a part in the advancement of Caribbean local government.

Duration
2. Approximately two (2) academic years (over three (3) Summer Semesters).

Target Audience
3. The CLGS is specifically targeted to persons working in local government organizations and/or persons who wish to better understand the operations of such systems.

Qualifications for Admission
4. To be admitted to the CLGS, candidates must satisfy lower level matriculation, that is, five (5) O-Levels inclusive of English Language. In addition, they must have at least five (5) years of practical work experience. Special consideration will be given to unqualified mature persons who have substantive working experience.

5. Cognizant of the specific focus of this programme, preferential consideration will be given to Councillors and Aldermen. For such candidates, the five-year working experience criterion will be waived for those who satisfy the lower level matriculation. For unqualified Councillors and Aldermen, they should have served at least one year in office.

Award of Certificate
6. The CLGS will be awarded to candidates who have completed thirty (30) credits (equivalent to ten (10) semester courses) and have satisfied the examiners for the Certificate.
1. The Certificate in Management Information Systems (CMIS) is part of the Faculty’s drive to better serve the MIS environment. Upon completion, participants should be able to function competently and efficiently in an MIS or any other environment in which the computer plays a key role.

**Duration**

2. Approximately two (2) academic years (over three (3) summers)

**Target Audience**

3. This course is intended principally for persons currently employed in computer related occupations but who lack formal training in the area.

**Qualifications for Admission**

4. (i) Five (5) Ordinary Level/CXC General passes, including Mathematics and English Language, or some equivalent qualification

   (ii) At least two (2) years experience in a computer environment

**Award of Certificate**

5. The CMIS shall be awarded to persons who have completed thirty (30) credits (equivalent to ten (10) semester courses) and have satisfied the examiners for the Certificate.
SPECIAL REGULATIONS FOR THE CERTIFICATE IN PUBLIC SECTOR HUMAN RESOURCE MANAGEMENT (Summer Programme Only)

1. The intention of this programme is to sensitize lower level managers within the public sector, and even the private sector to some of the changes taking place within the public sector and hopefully, to equip them to face these changes.

2. In recent years, the public sectors in the Caribbean, as elsewhere, have been involved in attempts at administrative reform.

3. A critical focus of this “new management philosophy” is human resource management. Indeed the new thrust is increasingly a change from what was traditionally regarded as personnel administration to what is now perceived as a question of the proper management of human resources. This has necessitated a fundamental restructuring of the various units involved in human resource management within the local and regional public services.

Duration
4. Approximately two (2) academic years (over three (3) summers)

Target Audience
5. The programme will prove useful particularly to public servants at the levels of Administrative Officer IIs, Cadets, Administrative Assistants and Clerk IVs as well as Supervisors of equivalent status.

6. The programme is focused on five core areas,
   a. Organizational Theory and Behaviour
   b. Industrial Relations
   c. Human Resource Management
   d. Compensation Management
   e. Human Resource Development

Qualifications for Admission
7. To be admitted to the Certificate in Public Sector Human Resource Management (CHRM), candidates must (i) satisfy lower level matriculation, that is, five (5) O-Levels inclusive of English Language and (ii) possess practical experience or other qualifications of special relevance to the course.
8. Persons seeking admission will normally be required to have had about five (5) years’ experience of civil service work or other relevant experience.

9. The Faculty may use its discretion in accepting candidates who do not satisfy the requirements mentioned above but who are deemed capable of doing the standard of work required for the Certificate.

**Award of Certificate**

10. The CHRM shall be awarded to persons who have completed thirty (30) credits (equivalent to ten (10) semester courses) and have satisfied the examiners for the Certificate.
AWARD OF AEGROTAT DEGREE

(Degree, Diploma & Certificate Programmes)

1. A candidate taking examinations in respect of a final degree, diploma or certificate programme and who had been absent through illness from one or more papers, may apply for the award of an aegrotat degree, diploma or certificate on the following conditions.

a. Where the whole of the final examination for a degree, diploma or certificate is taken at the end of the final year of the course and he/she has completed more than half of the final examination but has been absent from the remainder of that examination.

b. Where the final examination is in two or more parts (the award of the degree, diploma or certificate depending on performance in each of these parts) and he/she has successfully completed the first one or two parts and more than half of the final part, but has been absent from the remainder of the examination for the final part.

c. Where the final examination is in two parts and the student has completed the first part (second year) with a B average or higher and his coursework during the final year of the course has been of a consistently high standard, but he/she has been absent from the other part of the examinations.

d. The examiners consider that in the work which the candidate has submitted at such of the final examination as he/she had attended, he/she reached a standard which, if also reached in the remainder of the examination, would have qualified him/her for the award of a degree, diploma or certificate.

2. All applications for an aegrotat degree, diploma or certificate must be referred by the Registrar to the Faculty Board of Examiners and the Board for Examinations for a recommendation to Board for Undergraduate Studies. Applications from or on behalf of candidates must be accompanied by a medical certificate signed by (a) University Health Officer, or (b) the Dean of the Faculty of Medical Sciences in consultation with the appropriate members of the Medical School, (c) or other medical personnel appointed for this purpose by the University, and shall reach the Registrar not later than thirty (30) days from the last examination paper written by the candidate.
3. In assessing an application for an aegrotat degree, diploma or certificate, reports from the appropriate Heads of Departments on the candidate's work should be taken into consideration. Oral examinations, where possible, by internal examiners may be an aspect of examinations for the award of an aegrotat degree.

4. An aegrotat degree, diploma or certificate will be awarded without distinction or class.

5. Holders of an aegrotat degree, diploma or certificate will not be permitted to re-enter for the same examination but may proceed to a higher degree if accepted by the Board for Graduate Studies.
SPECIAL REGULATIONS
GOVERNING THE
SUMMER SCHOOLS

1. There shall be established Summer Schools of the University.

2. The Vice Chancellor may admit to the Summer Schools of the University persons who satisfy the criteria set out in these regulations.

3. Such students shall be known as “Summer School Students”.

4. Summer School Students shall be required to comply with the General Regulations for students.

**Period of Study**

5. Classes in the Summer School shall normally be conducted during the period June 1 and July 31.

6. The minimum contact period in the Summer School shall be no less than thirteen (13) hours per credit.

**Eligibility for Admission to the Summer School**

7. The following categories are eligible for admission to the Summer School:
   
   i. Registered students of the University who have not yet completed the requirements of the degree, diploma or certificate programme for which they are registered.

   ii. Students of the University who have been granted (a) leave of absence for Semester I and/or Semester II or part thereof preceding the Summer School or (b) deferral of entry.

   iii. Other persons not students of the University who are eligible to matriculate at either the normal or lower level.

8. Summer School students who have not been offered a place at the University have no automatic right of acceptance into any Faculty of the University (Ref. 7 (iii) above).
Applications
9. Applications for admission to a Summer School must be made on the appropriate form and shall be submitted to the Registry no later than Monday following the last day of Semester II together with appropriate documentation.*

10. Offers of entry to the Summer School shall be made by the Registry no later than May 26 or one (1) week prior to the start of the Summer School.

Registration
11. Summer School Students shall be required to pay the appropriate fees and to complete and submit their registration forms to the Registry no later than May 31.

12. Summer School Students shall not normally be permitted to register for more than three (3) one-semester courses (usually nine (9) credits) in any given Summer School.

13. Registration for a course offered in the Summer School implies registration for the examination of that course.

Late Registration
14. In cases where results are declared after May 31, students may be permitted to register up to the end of the second week of the Summer School session.

Examinations
15. Examinations for courses taught in the Summer School shall be conducted in accordance with the University Examination Regulations.

* For categories (i) and (ii) of Clause 7 - students must submit a copy of their most recent grade slip. For category (iii) of Clause 7 - students must submit their original CXC and/or GCE O- and A-Level Certificates.

16. Question papers for Summer School examinations should ideally be submitted to the Registry at the same time as the Semester I or Semester II question papers, and in any case shall be submitted no later than the beginning of the Summer School.

17. Summer School students shall write the University examinations appropriate to the course(s) for which they are registered.

Declaration of Results
18. Results for the Summer School examinations shall be dealt with in accordance with the University Examinations Regulations and shall be declared no later than August 31.

19. Students who register for a course and do not write the examination shall be deemed by the Board of Examiners to have failed the course unless an application for withdrawal has been received by the Registry within the time specified below.

Change of Registration
20. Summer School students may apply for a change of registration by submitting a change of registration (“add/drop”) form to the Registry no later than the end of the second week of the Summer School session.

Application for Withdrawal
21. Summer School students may apply to withdraw from a course or courses by writing to the Campus Registrar.

22. Applications for withdrawal from a course must reach the Campus Registrar no later than the end of the 2nd week of the Summer School session.

Credit/Exemption
23. Registered students of the University including those on approved leave of absence shall be given credit for courses successfully completed at the Summer School (Ref. 7 (i) & (ii) above). Unless they register expressly not for credit students may not subsequently have such credit altered.

24. Persons in categories (iii) of Regulation 7 above who are accepted into the University may be granted credit/exemption for courses successfully completed in the Summer School provided that five (5) years have not elapsed since the completion of the relevant course(s).

Note: Participation of students in the Summer session shall be optional.
Policy for Exemption and Credits for Summer School Programmes

25. Students who hold certificates (e.g. CPA, CPSHRM and CLGS) entering any Certificate programme offered by the Faculty of Social Sciences, Summer Programme may be granted no more than nine (9) credits in cases where they are eligible for exemptions and credits.

26. Students requesting exemptions and credits for more than nine (9) credits may be granted exemptions only and be required to replace the others with any Level I or Certificate courses for credits.

27. Students who hold B.Sc. Degrees, entering the Diploma in Security Administration (DSA) offered by the Faculty of Social Sciences, Summer Programme may also be granted no more than nine (9) credits.

28. Students requesting exemptions and credits for more than nine (9) credits may be granted exemptions only and be required to replace the others with any Level I or any Level II or III courses once they have the prerequisites.

Key: CPA: Certificate in Public Administration
CPSHRM: Certificate in Public Sector Human Resource Management
CLGS: Certificate in Local Government
REGULATIONS
GOVERNING THE UWI
EVENING UNIVERSITY

GENERAL REGULATIONS FOR
THE DEGREE OF BACHELOR OF
SCIENCES IN THE SOCIAL
SCIENCES.

In these Regulations,
“Free electives” means courses listed in the Faculty
Handbook, which are optional in the degree programme
concerned;

“Level I”, in relation to a Faculty other than the Faculty of
Social Sciences, means the stage of a degree programme at
the end of which a candidate who has completed all the
examinations is eligible, under the scheduling of the
programme in that Faculty, to complete that programme within
three years;

“Prerequisite” means a course listed in the Faculty
Handbook as a course, which must be completed before being
permitted to register for another course for which it is so listed
as a prerequisite;

“Summer School sessions” refer to the sessions of the
Summer Schools as governed by the Summer School
Regulations.

Qualifications for Admission
1.1 Before registration and before beginning courses in the
Evening University the candidate must have satisfied
the University matriculation requirements for entry to a
degree programme (See University Matriculation
Requirements - UWI Calendar Volume II, Part II).

1.2 On entry to the Evening University, students may be
required by the Faculty Board to take an English Language
Proficiency Test (ELPT). Students failing this test may be
required by the Faculty Board to do a prescribed course
in English as a prerequisite to the compulsory Foundation
Course, FD10A – English for Academic Purposes.
Students with the following qualifications are exempt from
the ELPT examination:
(i) A grade ‘A’ or ‘B’ in General Paper,
(ii) Grade I in CXC English Language (General
Proficiency).
1.3 Applicants for entry into Economics, Accounting, Management Studies, Sports Management, Banking and Finance, Psychology and Computer Science degree options (specials and majors) are required to have a minimum of a Grade II pass in CXC (General) Mathematics or a qualification deemed by the Faculty Board to be equivalent.

Course of Study

2. Candidates for any of the degree programmes must pursue a course of study comprising at least ninety (90) credits, at least thirty (30) credits at Level I and at least sixty (60) credits at Levels II and III. The Faculty Board may require that the timing of registration in particular courses may be such as to ensure that the programme of study extends over at least six (6) semesters and two (2) Summer School sessions.

Co-Curricular Credits

3.1 Students will be eligible for no more than three (3) credits for involvement in co-curricular activities. The activities may be campus specific.

3.2 Co-curricular credits will be awarded on the following basis:
   a. students must be involved in the activity for a least one (1) semester;
   b. explicit learning outcomes must be identified for each activity;
   c. there must be clearly defined mode(s) of assessment for each activity.

3.3 A Faculty Coordinator will be appointed with responsibility for the award of co-curricular credits.

3.4 The grading of co-curricular activities will be pass/fail.

3.5 All co-curricular activities/programmes must be approved in advance by the Faculty and Academic Board.

3.6 Subject to Faculty regulations, co-curricular credits will form part of the ninety (90) credits for a degree. However, in special circumstances, if credits are earned in excess of those required for the degree, these and the associated activity will be included on the student’s transcript.

Level I Requirements

4. Students must satisfy the requirements for a minimum of thirty (30) credits at Level I comprising:
   a. such foundation courses as are required and offered;
   b. other compulsory courses in the chosen degree option as specified in the Faculty Handbook;
   c. free electives to bring the total credits to thirty (30).

Foundation Courses

5. a. As of 1998–99 all students registered in The University of the West Indies will be required to complete a minimum of nine (9) credits of foundation courses. These courses are Level I courses designed to promote sensitivity to, and awareness of, distinctive characteristic features of Caribbean cosmologies, identities and culture. The foundation courses comprise:
   i. FD10A - English for Academic Purposes
   ii. FD12A - Science, Medicine and Technology in Society
   iii. FD11A - Caribbean Civilization
   iv. FD13A - Law, Governance, Economy and Society
   v. any other course approved for the purpose by the Board of Undergraduate Studies
   b. Students registered in the Faculty of Social Sciences will be required to include among such foundation courses English For Academic Purposes.
   c. The elective Foundation Course, Law, Governance, Economy and Society will not count for credit in the programme of the Faculty of Social Sciences except with the permission of the Dean.
   d. Exemption in whole or in part from the requirements under [5(a–b)] may be granted from time to time by the Board for Undergraduate Studies.

Requirements for Entry to Levels II and III

6. Students are required to satisfy prerequisites (where they exist) for Levels II and III courses.
Requirements for the Award of the Degree

7.1 In order to qualify for the award of a degree a student must:
   a. have completed a minimum of ninety (90) credits (normally equivalent to thirty (30) semester courses) of which:
      i. at least thirty (30) credits are from Level I semester courses (including the foundation course requirement), and
      ii. at least sixty (60) credits from Levels II and III semester courses
   b. have satisfied the requirements for their specific degree programmes

7.2 Degrees are offered in the following categories:
   Major
   Double major
   Major and Minor
   Major and Two Minors

7.3 A student must be formally registered in one of these categories:
   • A major is made up of a minimum of thirty (30) credits in the subject area over Levels II and III
   • A double major is made up of a minimum of thirty (30) credits each in two subject areas over Levels II and III
   • A minor comprises a minimum of fifteen (15) credits in the subject area over Levels II and III
   • A major/minor comprises a minimum of thirty (30) Levels II and III credits in the subject area of the major and fifteen (15) Levels II and III credits in the subject area of the minor.

7.3.2 A major is available from among the following areas:
   B.Sc. Government
   B.Sc. Public Sector Management
   B.Sc. Sports Management
   B.Sc. Management Studies
   B.Sc. Economics
   B.Sc. Banking and Finance
   B.Sc. Psychology

7.3.3 The degree majors/minors with which the above listed majors may be combined will be approved by the Faculty Board and Board for Undergraduate Studies and listed as programme offerings in the Faculty Handbook.

7.3.4 Students may also request to combine a Social Sciences major with a minor offered by another faculty. To do this, the permission of the Deans of both faculties must be sought and obtained. Students may also apply to register in the Faculty of Social Sciences for a double major involving any of the Faculty of Social Sciences majors and any other majors offered in another faculty at the St. Augustine campus. To do this, the permission of the Deans of both faculties must be sought and obtained. By special arrangement with the Faculty of Science & Agriculture (St. Augustine), students may register for a double major comprising any of the majors offered in the Faculty of Social Sciences as one of the two required subject areas and Mathematics in the Faculty of Science & Agriculture (St. Augustine) as the other.

7.3.5 A student may, with the permission of the Dean, change any major for which that student is registered.

Rate of Progress/Credits Regulations for the Evening University programmes

8. An Evening University student:
   a. shall complete the degree programme in not more than fifteen (15) semesters and seven (7) Summer School sessions;
   b. will, unless the Academic Board approves otherwise on the recommendation of the Faculty Board, be required to register for a maximum of eight (8) courses per year/four (4) courses per semester, i.e. twenty-four (24) credits per year/twelve (12) credits per semester, provided that permission may be sought for not more than one additional course per semester by any student who needs that one course for completion of the requirements for the degree or who has been awarded a grade of ‘A’ as the examination mark for more than half of the courses for which that student has been examined when registered in the Faculty.
c. An Evening University student will be required to withdraw from the Faculty unless he/she has gained:

Six (6) credits at the end of the second semester,
Eighteen (18) credits at the end of the fourth semester,
Thirty (30) credits at the end of the sixth semester,
Forty-two (42) credits at the end of the eighth semester,
Fifty-four (54) credits at the end of the tenth semester,
Sixty-six (66) credits at the end of the twelfth semester,
Seventy-eight (78) credits at the end of the fourteenth semester,
Ninety (90) credits at the end of the fifteenth semester.

d. Once an Evening University student transfers into another programme, he/she is required to maintain the rate of progress associated with that programme.

N.B. Credits gained from courses done in another programme will not be counted towards the rate of progress.

Registration / Examinations
9. a. Students will be examined during each semester and the Summer School session in the courses for which they are registered.

b. A course may be examined by one or more of the following methods:
   i. written examination papers
   ii. oral (under the conditions in Regulation 10 below)
   iii. practical examinations
   iv. coursework (which may include written in-course tests, on-line tests, practical work, dissertations, essays, projects, studies and other forms of coursework exercise as approved by the Faculty Board, or the Campus Committee on Examinations as appropriate).

c. In the Faculty of Social Sciences, St. Augustine Campus a course constitutes three (3) credits.

d. A student failing an elective course may, subject to the rate of progress requirements of these regulations be allowed to substitute another approved course in a subsequent semester or repeat the failed course.

f. All optional courses (electives) listed in the various degree programmes in the Faculty Handbook will not necessarily be available in any one year.

g. Deadlines for changes of registration including withdrawal from or addition of courses will be as prescribed in University Regulations.

h. Students wishing to pursue a course not for credit (NFC) must seek approval prior to taking the course. All such requests must be made, in writing, to the Dean of the Faculty.

i. Registration for a course constitutes registration for the examination in that course.

j. A student will be deemed to have registered for a course when his/her financial obligations to the University have been fulfilled.

k. A student who does not take an examination in a course for which he/she is registered is deemed to have failed that examination unless permission to be absent has been granted.

l. A student who, on grounds of illness or in other special circumstances as referred to in Examination Regulation 25 fails to take an examination in a course for which he/she is registered, may be given special consideration by the Board of Examiners to take the examination at the next available opportunity, without academic penalty.

m. Students are asked to pay special attention to Examination Regulation 23 which states:

   “Any candidate who has been absent from the University for a prolonged period during the year for any reason other than illness or whose attendance at prescribed lectures, classes, practical classes, tutorial or clinical instructions has been unsatisfactory or who has failed to submit essays or other exercises set by his teachers may be debarred by the relevant Academic Board, on the recommendation of the relevant Faculty Board, from taking any University examinations.”
An Evening University student is subject to all the rules and policies on examination matters and exemption and credits as stated in the Regulations & Syllabuses Booklet of the Faculty of Social Sciences, and other University documents, except when otherwise stated.

Coursework
10. a. In the case of examination by coursework a student gaining an overall mark higher than 40% but passing in only one component will be required to repeat at the next available sitting the component that was failed.

b. A student who is absent from a coursework examination may apply to the Dean of the Faculty for exemption from this examination no later than one (1) week following the date of this examination. He/she must at the same time submit to the Campus Registrar justification for such absence (such as, in case of illness, a medical certificate complying with any applicable Examination Regulations). The Dean shall consider any such request for exemption in consultation with the relevant Head of Department and course lecturer. If the exemption is granted, the percentage mark available to be awarded for the final examination will be increased correspondingly.

c. A student may request to submit coursework assignments, essays, etc. after the stipulated deadline date on the basis of appropriate justification (such as, in case of illness, a medical certificate complying with any applicable Examination Regulations). This request must be made normally within forty-eight (48) hours after the stipulated deadline date and must be addressed to the Dean, who in consultation with the relevant Head of Department and course lecturer may allow the extension. The Dean, acting on advice of the relevant Head of Department and course lecturer, may consider requests for exemption from submission of the coursework assignment, essays, etc. If the exemption is granted, the percentage mark available to be awarded for the final examination will be increased correspondingly.

Oral Examination for Final Year Students
11. a. The Board of Examiners MAY recommend to the Department concerned that a student who has failed the last one or two course(s) required to complete the degree be offered an oral examination in that one or those two course(s) provided that he/she has obtained in each instance a mark of at least 35% for the course(s).

b. If an oral examination is granted the student may choose to decline the offer.

c. The oral examination, which will be of maximum length of one (1) hour, will be held as soon as possible after the previous examination. The student must contact the Department concerned immediately so that arrangements may be made for the oral examination.

d. The oral examination will concern the course as a whole, and not be restricted to the questions set in the examination, which the student did. The first examiner and at least one other examiner shall normally be present at an oral examination.

e. If the examination is passed, the student cannot be awarded a grade higher than 40% - D and this grade will replace that previously gained for the entire evaluation in that course.

f. If he/she fails the oral examination, the student will not have any right of appeal or review.

g. A student will be allowed only one (1) oral examination for any one (1) course.

Transfers
Inter and Intra Faculty Transfers
12.1 Students registered in programmes offered by the Faculty of Social Sciences who have completed Level I of a degree programme of The University of the West Indies are eligible for transfer to the Level II of a degree programme offered by the Evening University. Such students must at the time of transfer, have passed courses which satisfy the Level I requirements of the Evening University as well as the prerequisites of the
relevant courses of the programme into which the
transfer is sought. All transfers will be subject to
availability of space.

Note: Transfers will be considered at the end of
Semester II and will be subject to (i) availability of
space; and (ii) achievement of a B+ average in courses
previously pursued.

For the academic year 2004–2005 no transfers to the
UWI Evening University will be entertained.

12.2 Transfer to the Evening University may also be offered to
any student registered in any other Faculty of The
University of the West Indies and who has successfully
completed the Level I prerequisites to Levels II and III
courses in the area of intended major or special and has
also completed the required foundation courses. All
transfers will be subject to availability of space.

Note: Transfers will be considered at the end of
Semester II and will be subject to (i) availability of
space; and (ii) achievement of a B+ average in courses
previously pursued.

Withdrawal

13.1 Students who have failed to gain the required credits
within the stipulated time period may be asked to
withdraw from the Faculty.

13.2 A candidate who has been required to withdraw from
the Faculty may apply to the Faculty for re-admission
one (1) year after withdrawal. Each case will be
considered on its own merit, but will only succeed if the
Faculty is satisfied that the circumstances attending the
reasons for the withdrawal have altered substantially.

13.3 Students thus admitted to a Faculty may in accordance
with its regulations be granted exemption from Level I
courses subject to there being no change in the content of
the courses and provided that no more than five (5) years
have elapsed since the date of withdrawal. Level II
University courses, for the purposes of exemption, may
be treated in the same way as Level I Faculty courses.

13.4 Students whose performance in the Level I programme
indicated general weakness (e.g. bare passes in all
courses) may be required by the Faculty to repeat Level I
Faculty courses.

13.5 Students from one faculty who had been required to
withdraw from the University for failing to complete their
degree programme within the stipulated period may be
admitted to another faculty after a minimum period of
one (1) year has elapsed since their withdrawal. Such
students may be granted exemption from Level I courses
relevant to the new programme subject to Regulations 13.3
and 13.4 above.

13.6 Students required to withdraw from the University for
failing to complete their Degree, Diploma or Certificate
Programme may be re-admitted to the Faculty after a
minimum period of one (1) year has elapsed since their
withdrawal. Such students shall not be granted
exemptions from courses in the programme previously
passed.

Leave of Absence

14.  i. A candidate who for good reason wishes to be absent
from an academic programme for a semester or more
must apply for formal leave of absence to the Campus
Faculty Board, through the appropriate Dean, stating
the reason for the application.

ii. The length of such leave of absence, if granted, will
be subject to approval by the Academic Board of the
campus concerned, but will not exceed one (1)
academic year in the first instance terminating at the
end of the academic year for which the application is
approved.

iii. Leave of absence will not be granted for more than
two (2) consecutive academic years.

iv. Leave of absence may be granted for one (1) semester
or for an academic year.

v. Applications for leave of absence for a semester shall
normally be submitted by the end of the third week
of the relevant semester.
vi. Applications for leave of absence for the academic year shall normally be submitted by the end of the third week of Semester I.

**Award of Degrees**

15. **Notification of Results**

For those candidates who have completed the requirements of the B.Sc. degree a pass list shall be published and arranged alphabetically in the following categories:

i. **First Class Honours**

ii. **Second Class Honours**
   - Upper Division
   - Lower Division

iii. **Pass**

**Award of Honours - Grade Point Average System (GPA)**

16. (i) The class of degree to be awarded shall be determined on the basis of a weighted Grade Point Average (GPA).

(ii) In the calculation of the weighted GPA, a weight of zero shall be attached to all Level I courses.

(iii) Levels II and III courses shall have equal weight in the determination of the weighted GPA.

(iv) A course designated at registration as not for credit (NFC) shall not count in the determination of the weighted GPA.

(v) Core courses satisfying the requirements of specializations, majors and minors must be taken into account in the determination of the weighted GPA.

(vi) The class of degree shall be awarded as follows:

   **First Class Honours** – *Weighted GPA of 3.60 and above*

   **Second Class Honours, Upper Division** – *Weighted GPA 3.00 – 3.59*

   **Second Class Honours, Lower Division** – *Weighted GPA 2.00 – 2.99*

   **Pass** – *Weighted GPA 1.00 – 1.99*

---

**Marking Scheme for Examinations in the Faculty of Social Sciences**

17. (i) In the determination of GPA, the grades with corresponding quality points shall be as defined in the University Regulations governing the GPA.

   (ii) The authorized marking scheme is as follows:

<table>
<thead>
<tr>
<th>GRADE</th>
<th>GPA</th>
<th>MARKS</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>4.3</td>
<td>86 and over</td>
</tr>
<tr>
<td>A</td>
<td>4.0</td>
<td>70 – 85</td>
</tr>
<tr>
<td>A-</td>
<td>3.7</td>
<td>67 – 69</td>
</tr>
<tr>
<td>B+</td>
<td>3.3</td>
<td>63 – 66</td>
</tr>
<tr>
<td>B</td>
<td>3.0</td>
<td>60 – 62</td>
</tr>
<tr>
<td>B-</td>
<td>2.7</td>
<td>57 – 59</td>
</tr>
<tr>
<td>C+</td>
<td>2.3</td>
<td>53 – 56</td>
</tr>
<tr>
<td>C</td>
<td>2.0</td>
<td>50 – 52</td>
</tr>
<tr>
<td>C-</td>
<td>1.7</td>
<td>47 – 49</td>
</tr>
<tr>
<td>D+</td>
<td>1.3</td>
<td>43 – 46</td>
</tr>
<tr>
<td>D</td>
<td>1.0</td>
<td>40 – 42</td>
</tr>
<tr>
<td>F</td>
<td>0.0</td>
<td>Less than 40</td>
</tr>
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</table>
## COURSE REQUIREMENTS FOR BACHELOR OF SCIENCE PROGRAMMES:
### SPECIALS, MAJORS, MINORS, DIPLOMAS AND CERTIFICATES

### Specials

**B.Sc. Accounting Special**

*Department Responsible: Management Studies*

#### Level I

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>EC10D</td>
<td>Introduction to Economics I</td>
</tr>
<tr>
<td>EC10F</td>
<td>Introduction to Economics II</td>
</tr>
<tr>
<td>EC141</td>
<td>Introduction to Mathematics (Year long)</td>
</tr>
<tr>
<td>EC160</td>
<td>Introduction to Statistics (Year long)</td>
</tr>
<tr>
<td>MS12A</td>
<td>Introduction to Management</td>
</tr>
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</table>

**OR**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>SY13E</td>
<td>Introduction to Sociology I</td>
</tr>
<tr>
<td>MS15E</td>
<td>Introduction to Financial Accounting</td>
</tr>
<tr>
<td>MS15F</td>
<td>Introduction to Cost and Managerial Accounting</td>
</tr>
<tr>
<td>FD10A</td>
<td>English for Academic Purposes</td>
</tr>
<tr>
<td>FD11A</td>
<td>Caribbean Civilization</td>
</tr>
<tr>
<td>FD12A</td>
<td>Science, Medicine and Technology in Society</td>
</tr>
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</table>

#### Levels II/III

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
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<tbody>
<tr>
<td>MS21B</td>
<td>Management Information Systems I</td>
</tr>
<tr>
<td>MS22A</td>
<td>Organizational Behaviour</td>
</tr>
<tr>
<td>MS23B</td>
<td>Caribbean Business Environment</td>
</tr>
<tr>
<td>MS23C</td>
<td>Quantitative Methods</td>
</tr>
<tr>
<td>MS25B</td>
<td>Intermediate Financial Accounting II</td>
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<tr>
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<tr>
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<td>Business Law</td>
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<tr>
<td>MS33B</td>
<td>Business Strategy and Policy</td>
</tr>
<tr>
<td>MS35F</td>
<td>Advanced Accounting</td>
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<td>MS35J</td>
<td>Accounting Theory</td>
</tr>
<tr>
<td>MS35K</td>
<td>Advanced Management Accounting</td>
</tr>
<tr>
<td>MS36B</td>
<td>Auditing I</td>
</tr>
<tr>
<td>MS37B</td>
<td>Company Law</td>
</tr>
<tr>
<td>MS38E</td>
<td>Taxation I</td>
</tr>
<tr>
<td>MS38H</td>
<td>Financial Management II</td>
</tr>
</tbody>
</table>

**PLUS:** Three (3) additional Level II/III course credits i.e. one (1) additional Level II/III course
B.Sc. Banking & Finance Special (Offered in Evening University only)

**Department Responsible:**
*Management Studies*

<table>
<thead>
<tr>
<th>Level I</th>
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</tr>
</thead>
<tbody>
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</tr>
</tbody>
</table>

**PLUS:** Three (3) additional Level II/III course credits i.e. one (1) additional Level II/III course

**B.Sc. Economics Special**

**Department Responsible:**
*Economics*

<table>
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**PLUS:** Six (6) additional Level I course credits

<table>
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<tr>
<th>Levels II/III</th>
<th>Course Code</th>
<th>Course Title</th>
</tr>
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<tbody>
<tr>
<td>MS 20A</td>
<td>Principles of Marketing</td>
<td></td>
</tr>
<tr>
<td>MS22A</td>
<td>Organizational Behaviour</td>
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<td>MS23C</td>
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<td>MS28D</td>
<td>Financial Management I</td>
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<tr>
<td>MS28E</td>
<td>Money and Capital Markets</td>
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<td>MS24B</td>
<td>Banking Law</td>
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<td>EC20A</td>
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<td>Fiscal Policy and Economic Development</td>
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<td>EC30N</td>
<td>International Trade and Policy</td>
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<td>Econometrics I</td>
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</tr>
<tr>
<td>EC33B</td>
<td>International Monetary and Financial Theory</td>
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</table>

**PLUS:** Three (3) additional Level III EC courses

**OR**

Two (2) additional Level III EC courses and one (1) additional Level II EC course

**PLUS:** Fifteen (15) additional Level II/III course credits

**Note:** EC36D is highly recommended
# Undergraduate Faculty Booklet 2004 - 2005

### The Faculty of Social Sciences

## B.Sc. Management Studies Special

**Department Responsible:**
Management Studies

### Level I

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<tr>
<td>MS27A</td>
<td>Business Law</td>
</tr>
<tr>
<td>MS28D</td>
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</tr>
<tr>
<td>MS30A</td>
<td>Marketing Management</td>
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<td>Business Strategy and Policy</td>
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<td>MS34B</td>
<td>International Business Management</td>
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<tr>
<td>MS39M</td>
<td>Production and Operations Management</td>
</tr>
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</table>

**PLUS:** Fifteen (15) additional Level II/III course credits

**Note:** Students offering EC20A and/or EC20B for credit will not be allowed to offer MS26A for credit.

### B.Sc. Public Sector Management Special

**Department Responsible:**
Behavioural Sciences

### Level I

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>GT11C</td>
<td>Introduction to Politics I</td>
</tr>
<tr>
<td>GT12C</td>
<td>Introduction to Public Administration</td>
</tr>
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<td>GT19B</td>
<td>Introduction to Public Policy Analysis</td>
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<td>SY13E</td>
<td>Introduction to Sociology</td>
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<td>EC10F</td>
<td>Introduction to Economics II</td>
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<td>MS12A</td>
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<td>Caribbean Civilization</td>
</tr>
<tr>
<td>FD12A</td>
<td>Science, Medicine and Technology in Society</td>
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</tbody>
</table>

**PLUS:** Three (3) additional Level I course credits

### Levels II/III

<table>
<thead>
<tr>
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<th>Course Title</th>
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</thead>
<tbody>
<tr>
<td>GT20A</td>
<td>HRM and IR in the Public Sector</td>
</tr>
<tr>
<td>GT20B</td>
<td>Public Sector Accounting</td>
</tr>
<tr>
<td>GT21P</td>
<td>Project Administration</td>
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<tr>
<td>GT29B</td>
<td>Issues in the Government and Politics of the West Indies</td>
</tr>
<tr>
<td>GT29D</td>
<td>Public Sector Management</td>
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<td>GT29H</td>
<td>Human Resource Management</td>
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<tr>
<td>GT37A</td>
<td>Public Administration</td>
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<td>GT37B</td>
<td>Comparative Public Administration</td>
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<tr>
<td>GT38B</td>
<td>Introduction to International Relations in the Caribbean</td>
</tr>
<tr>
<td>GT39E</td>
<td>Public Policy Analysis</td>
</tr>
<tr>
<td>GT39K</td>
<td>Administrative Law I</td>
</tr>
<tr>
<td>MS22A</td>
<td>Organizational Behaviour</td>
</tr>
<tr>
<td>MS32A</td>
<td>Human Resource Management</td>
</tr>
<tr>
<td>EC22A</td>
<td>Topics in Economic Development</td>
</tr>
<tr>
<td>SY23C</td>
<td>Anthropology of the Peoples of the Caribbean I</td>
</tr>
</tbody>
</table>

**PLUS:** Fifteen (15) additional Level II/III course credits

Students cannot simultaneously offer EC25F and MS23B for credit.
Recommended Electives:
GT32A  Scope and Methods in Political Analysis
SY35C  Social Policy and Administration II

B.Sc. Social Work Special
Department Responsible:
Behavioural Sciences

Level I
Course  Course
Code    Title
EC160   Introduction to Statistics (Year long)
PS14A   Introduction to Psychology
SW17A   Introduction to Social Work
SW17B   Theory and Practice of Social Work I
SW18B   Law for Social Workers
SW19C   Practicum I
FD10A   English for Academic Purposes
FD11A   Caribbean Civilization
FD12A   Science, Medicine and Technology in Society

PLUS:
Either  
SY13E   Introduction to Sociology I
OR     SY13F   Introduction to Sociology II
OR     GT11C   Introduction to Politics I
OR     GT11D   Introduction to Politics II

Levels II/III
Course  Course
Code    Title
SW27A   Theory and Practice of Social Work II
SW27B   Theory and Practice of Social Work III
SW290   Practicum II and III (6 credits)
SW30A   Theory and Practice of Social Work IV
SW30B   Theory and Practice of Social Work V
SW31B   Family and Child Welfare
SW350   Practicum IV (6 credits)
SY25A   Social Policy and Administration I
MS22A   Organization Theory and Behaviour
SW32B   Individual and Group Counselling
PS24E   Developmental Psychology
PS24F   Abnormal and Clinical Psychology
SY22E   Survey Design and Analysis

Preferred Electives:
SW31A   Residential Social Work
SY23F   Social Change and Development
SY23C   Anthropology of the Peoples of the Caribbean I
SY37H   Criminology
SY31C   Sociology of Health and Illness
SY35B   Social Policy and Administration II

PLUS: Fifteen (15) additional Level II/III course credits

Majors

B.Sc. Economics Major
Department Responsible:
Economics

Level I
Course  Course
Code    Title
EC10D   Introduction to Economics I
EC10F   Introduction to Economics II
EC141   Introduction to Mathematics (Year long)
EC160   Introduction to Statistics (Year long)
MS15E   Introduction to Financial Accounting
FD10A   English for Academic Purposes
FD11A   Caribbean Civilization
FD12A   Science, Medicine and Technology in Society

PLUS: Six (6) additional Level I course credits

Levels II/III
Course  Course
Code    Title
EC20A   Intermediate Microeconomics I
EC20B   Intermediate Microeconomics II
EC21A   Intermediate Macroeconomics I
EC21B   Intermediate Macroeconomics II
EC23J   Economic Statistics

PLUS: Five (5) additional Level II/III Economics courses at least two of which must be at Level III.

PLUS: Thirty (30) additional Level II/III course credits

Note: EC36C and EC36D are highly recommended
**Note:** Students in the Economics special/major doing both M 25A and M 25B will be exempt from EC23J (which must be replaced by an elective EC level II/III course).

No student will receive credit for EC23J if he/she is at the same time receiving credit for M 25A and/or M 25B.

Students offering EC20A and/or EC20B for credit will not be allowed to offer MS26A for credit.

Students cannot simultaneously offer EC23J and MS23C for credit.

Students cannot simultaneously offer EC25F and MS23B for credit.

**B.Sc. Government Major**  
*Department Responsible: Behavioural Sciences*

**Level I**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>GT11C</td>
<td>Introduction to Politics I</td>
</tr>
<tr>
<td>GT11D</td>
<td>Introduction to Politics II</td>
</tr>
<tr>
<td>FD10A</td>
<td>English for Academic Purposes</td>
</tr>
<tr>
<td>FD11A</td>
<td>Caribbean Civilization</td>
</tr>
<tr>
<td>FD12A</td>
<td>Science, Medicine and Technology in Society</td>
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</tbody>
</table>

**PLUS:** Fifteen (15) additional Level I course credits.  
EC160 Introduction to Statistics is highly recommended

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>GT27B</td>
<td>Modern Political Thought</td>
</tr>
<tr>
<td>GT28A</td>
<td>Comparative Politics</td>
</tr>
<tr>
<td>GT29B</td>
<td>Issues in the Government and Politics of the West Indies</td>
</tr>
<tr>
<td>GT32A</td>
<td>Scope and Methods in Political Analysis</td>
</tr>
</tbody>
</table>

**Levels II/III**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>GT37A</td>
<td>Public Administration</td>
</tr>
<tr>
<td>GT38A</td>
<td>Introduction to International Politics</td>
</tr>
<tr>
<td>GT38B</td>
<td>Introduction to International Relations of the Caribbean</td>
</tr>
<tr>
<td>GT38C</td>
<td>Latin American Government, Politics and Development</td>
</tr>
<tr>
<td>GT39E</td>
<td>Public Policy Analysis</td>
</tr>
<tr>
<td>GT39K</td>
<td>Administrative Law I</td>
</tr>
</tbody>
</table>

**PLUS:** Thirty (30) additional Level II/III course credits

**Note:**  
The courses GT38A and GT38B are core courses to both the B.Sc. (Government) Major and the Minor in International Relations. As such, B.Sc. (Government) major students, in addition to pursuing GT30A, GT30B and GT31C, will be required to pursue the two below listed courses in order to qualify for the Minor in International Relations:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>GT31A</td>
<td>Third World Political Thought</td>
</tr>
<tr>
<td>GT38D</td>
<td>Power and Politics in Latin America</td>
</tr>
</tbody>
</table>

**B.Sc. Hospitality and Tourism Management Major (Hospitality Option)**  
*Department Responsible: Management Studies*

**Year III - Semester I**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MS22A</td>
<td>Organizational Behaviour</td>
</tr>
<tr>
<td>MS23C</td>
<td>Quantitative Methods in Management</td>
</tr>
<tr>
<td>MS20D</td>
<td>Contemporary Hospitality and Tourism Trends</td>
</tr>
<tr>
<td>HM30B</td>
<td>Meetings &amp; Conventions Management</td>
</tr>
<tr>
<td>FD course</td>
<td>Foundation Course</td>
</tr>
</tbody>
</table>

**Year III - Semester II**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MS26A</td>
<td>Managerial Economics</td>
</tr>
<tr>
<td>MS28D</td>
<td>Financial Management I</td>
</tr>
<tr>
<td>MS21B</td>
<td>Management Information Systems I</td>
</tr>
<tr>
<td>HM22A</td>
<td>Cruise Line Operations &amp; Management</td>
</tr>
<tr>
<td>FD course</td>
<td>Foundation Course</td>
</tr>
</tbody>
</table>
### Year IV - Semester I

<table>
<thead>
<tr>
<th>Course</th>
<th>Course</th>
</tr>
</thead>
<tbody>
<tr>
<td>MS32A</td>
<td>Human Resource Management</td>
</tr>
<tr>
<td>TR31A</td>
<td>Integrated Service Management</td>
</tr>
<tr>
<td>HM30A</td>
<td>Resort Planning &amp; Development</td>
</tr>
<tr>
<td>Elective</td>
<td>Two (2) Electives</td>
</tr>
</tbody>
</table>

### Year IV - Semester II

<table>
<thead>
<tr>
<th>Course</th>
<th>Course</th>
</tr>
</thead>
<tbody>
<tr>
<td>MS33B</td>
<td>Business Strategy and Policy</td>
</tr>
<tr>
<td>MS30D</td>
<td>Marketing Planning</td>
</tr>
<tr>
<td>MS33C</td>
<td>Entrepreneurial Studies</td>
</tr>
<tr>
<td>HM33B</td>
<td>Hospitality &amp; Tourism Research Project</td>
</tr>
<tr>
<td>MS32B</td>
<td>Industrial Relations</td>
</tr>
</tbody>
</table>

**Recommended Electives:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Course</th>
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</thead>
<tbody>
<tr>
<td>CA17A</td>
<td>Carnival and Society</td>
</tr>
<tr>
<td>CA17B</td>
<td>Mas: History, Development and Meaning</td>
</tr>
<tr>
<td>Z31 A</td>
<td>Coastal Eco-system Management</td>
</tr>
</tbody>
</table>

**New Course:**

- Tourism Impact Analysis
- Coastal Eco-system Management

**Languages:**

Any foreign language being offered by UWI

**Seminar:**

Advanced Professional Seminar in Hospitality and Tourism Management

Any other course(s) offered by any other department and approved by the Head, Department of Management Studies and the Head of the other department concerned.

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**B.Sc. Hospitality and Tourism Management Major (Tourism Option)**

**Department Responsible:**

**Management Studies**

### Year III - Semester I

<table>
<thead>
<tr>
<th>Course</th>
<th>Course</th>
</tr>
</thead>
<tbody>
<tr>
<td>MS22A</td>
<td>Organizational Behaviour</td>
</tr>
<tr>
<td>MS23C</td>
<td>Quantitative Methods in Management</td>
</tr>
<tr>
<td>MS20D</td>
<td>Contemporary Hospitality and Tourism Trends</td>
</tr>
<tr>
<td>MS30C</td>
<td>Marketing Research</td>
</tr>
<tr>
<td>FD course</td>
<td>Foundation Course</td>
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</table>

### Year III - Semester II

<table>
<thead>
<tr>
<th>Course</th>
<th>Course</th>
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<tbody>
<tr>
<td>MS26A</td>
<td>Managerial Economics</td>
</tr>
<tr>
<td>MS28D</td>
<td>Financial Management I</td>
</tr>
<tr>
<td>MS21B</td>
<td>Management Information Systems I</td>
</tr>
<tr>
<td>TR21C</td>
<td>Transportation and Travel</td>
</tr>
<tr>
<td>FD course</td>
<td>Foundation Course</td>
</tr>
</tbody>
</table>

### Year IV - Semester I

<table>
<thead>
<tr>
<th>Course</th>
<th>Course</th>
</tr>
</thead>
<tbody>
<tr>
<td>MS32A</td>
<td>Human Resource Management</td>
</tr>
<tr>
<td>TR31A</td>
<td>Integrated Service Management</td>
</tr>
<tr>
<td>TR31C</td>
<td>Tourism Planning and Policy Development</td>
</tr>
<tr>
<td>Elective</td>
<td>Two (2) Electives</td>
</tr>
</tbody>
</table>

### Year IV - Semester II

<table>
<thead>
<tr>
<th>Course</th>
<th>Course</th>
</tr>
</thead>
<tbody>
<tr>
<td>MS33B</td>
<td>Business Strategy and Policy</td>
</tr>
<tr>
<td>MS30D</td>
<td>Marketing Planning</td>
</tr>
<tr>
<td>MS33C</td>
<td>Entrepreneurial Studies</td>
</tr>
<tr>
<td>TR31B</td>
<td>Tourism Destination Marketing</td>
</tr>
<tr>
<td>MS32B</td>
<td>Industrial Relations</td>
</tr>
</tbody>
</table>
Recommended Electives:
CA17A Carnival and Society
CA17B Mas: History, Development and Meaning
Z31 A Coastal Eco-system Management
New Course: Tourism Impact Analysis
HM22A Cruise Line Operations and Management
HM33B Hospitality and Tourism Research Project
HM30A Resort Planning and Development
HM30B Meetings and Conventions Management
AM33D Introduction to Ecotourism
GT11C Introduction to Politics
GT12D Issues in Caribbean Public Administration
Languages:
Any foreign language being offered by UWI

Any other course(s) offered by any other department and approved by the Head, Department of Management Studies and the Head of the other department concerned.

B.Sc. Management Studies Major
Department Responsible:
Management Studies

Level I
Course Code Title
EC10D Introduction to Economics I
EC10F Introduction to Economics II
EC141 Introduction to Mathematics (Year long)
EC160 Introduction to Statistics (Year long)
MS12A Introduction to Management
OR
SY13E Introduction to Sociology I
MS15E Introduction to Financial Accounting
MS15F Introduction to Cost and Managerial Accounting
FD10A English for Academic Purposes
FD11A Caribbean Civilization
FD12A Science, Medicine and Technology in Society

Levels II/III
Course Code Title
MS28D Financial Management I
MS21B Management Information Systems I
MS22A Organizational Behaviour
MS20A Principles of Marketing
MS32A Human Resource Management
MS33B Business Strategy and Policy
PLUS: Four (4) elective MS courses drawn from Levels II or III
PLUS: Thirty (30) additional Level II/III course credits

Note: Students offering EC20A and / or EC20B for credit will not be allowed to offer MS26A for credit.

Students cannot simultaneously offer EC23J and MS23C for credit.

Students cannot simultaneously offer EC25F and MS23B for credit.
### B.Sc. Psychology Major

*Department Responsible:* Behavioural Sciences

<table>
<thead>
<tr>
<th>Level I</th>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>SY13E</td>
<td>Introduction to Sociology I</td>
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<tr>
<td>OR</td>
<td>SY13F</td>
<td>Introduction to Sociology II</td>
</tr>
<tr>
<td>PS14A</td>
<td>Introduction to Psychology</td>
<td></td>
</tr>
<tr>
<td>PS11B</td>
<td>Introduction to Social Psychology</td>
<td></td>
</tr>
<tr>
<td>EC160</td>
<td>Introduction to Statistics (Year long)</td>
<td></td>
</tr>
<tr>
<td>FD10A</td>
<td>English for Academic Purposes</td>
<td></td>
</tr>
<tr>
<td>FD11A</td>
<td>Caribbean Civilization</td>
<td></td>
</tr>
<tr>
<td>FD12A</td>
<td>Science, Medicine and Technology in Society</td>
<td></td>
</tr>
</tbody>
</table>

**PLUS:** Nine (9) additional Level I course credits.

#### Levels II/III

<table>
<thead>
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<th>Course Title</th>
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<tbody>
<tr>
<td>PS24A</td>
<td>Personality Theory</td>
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<tr>
<td>PS24B</td>
<td>Statistics and Research Design in Psychology</td>
</tr>
<tr>
<td>PS24C</td>
<td>Physiological Psychology</td>
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<tr>
<td>PS24D</td>
<td>Selected Theories in Social Psychology</td>
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<tr>
<td>PS24E</td>
<td>Developmental Psychology</td>
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<tr>
<td>PS24F</td>
<td>Abnormal Psychology</td>
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<tr>
<td>PS320</td>
<td>Research Project in Psychology (6 credits)</td>
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<tr>
<td>PS33F</td>
<td>Contemporary Issues in Social Psychology</td>
</tr>
<tr>
<td>PS34A</td>
<td>Experimental and Applied Psychology</td>
</tr>
</tbody>
</table>

**PLUS:** Thirty (30) additional Level II/III course credits

### B.Sc. Sociology Major

*Department Responsible:* Behavioural Sciences

<table>
<thead>
<tr>
<th>Level I</th>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>SY13E</td>
<td>Introduction to Sociology I</td>
<td></td>
</tr>
<tr>
<td>OR</td>
<td>SY13F</td>
<td>Introduction to Sociology II</td>
</tr>
<tr>
<td>PS14A</td>
<td>Introduction to Psychology</td>
<td></td>
</tr>
<tr>
<td>PS11B</td>
<td>Introduction to Social Psychology</td>
<td></td>
</tr>
<tr>
<td>EC160</td>
<td>Introduction to Statistics (Year long)</td>
<td></td>
</tr>
<tr>
<td>FD10A</td>
<td>English for Academic Purposes</td>
<td></td>
</tr>
<tr>
<td>FD11A</td>
<td>Caribbean Civilization</td>
<td></td>
</tr>
<tr>
<td>FD12A</td>
<td>Science, Medicine and Technology in Society</td>
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</tbody>
</table>

**PLUS:** Twelve (12) additional Level I course credits.

#### Levels II/III

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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</thead>
<tbody>
<tr>
<td>SY20E</td>
<td>Classical Social Theory</td>
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<td>SY20F</td>
<td>Modern Social Theory</td>
</tr>
<tr>
<td>SY22E</td>
<td>Survey Design and Analysis</td>
</tr>
<tr>
<td>SY22F</td>
<td>Qualitative Methods in Sociological Research</td>
</tr>
<tr>
<td>SY23C</td>
<td>Anthropology of the Peoples of the Caribbean I</td>
</tr>
<tr>
<td>SY23D</td>
<td>Anthropology of the Peoples of the Caribbean II</td>
</tr>
<tr>
<td>SY23F</td>
<td>Social Change and Development</td>
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<td>SY31F</td>
<td>The Third World in Global Development</td>
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<tr>
<td>SY32E</td>
<td>Industrial Sociology I: Theory and Methods</td>
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<tr>
<td>SY36E</td>
<td>Caribbean Social Structure I</td>
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</table>

**PLUS:** Thirty (30) additional Level II/III course credits
**B.Sc. Sports Management Major**

*Department Responsible: Management Studies*

### Level I

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
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<tbody>
<tr>
<td>MS15E</td>
<td>Introduction to Financial Accounting</td>
</tr>
<tr>
<td>MS15F</td>
<td>Introduction to Cost and Management Accounting</td>
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**Either**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
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<tbody>
<tr>
<td>MS12A</td>
<td>Introduction to Management</td>
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</table>

**Or**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>SY13E</td>
<td>Introduction to Sociology</td>
</tr>
<tr>
<td>EC160</td>
<td>Introduction to Statistics (Year long)</td>
</tr>
<tr>
<td>EC141</td>
<td>Introduction to Mathematics (Year long)</td>
</tr>
<tr>
<td>EC10D</td>
<td>Introduction to Economics 1</td>
</tr>
<tr>
<td>FD10A</td>
<td>English for Academic Purposes</td>
</tr>
<tr>
<td>FD12A</td>
<td>Science, Medicine and Technology in Society</td>
</tr>
<tr>
<td>FD11A</td>
<td>Caribbean Civilization</td>
</tr>
</tbody>
</table>

**PLUS:** One (1) Elective chosen from Level I courses.

### Level II - Semester I

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MS22G</td>
<td>Sociology of Sports</td>
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</table>

### Level II - Semester II

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>MS27E</td>
<td>The Law and Sport</td>
</tr>
<tr>
<td>MS28G</td>
<td>Fiscal Management in Sport</td>
</tr>
<tr>
<td>MS22M</td>
<td>Introduction to sports Management</td>
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</table>

**PLUS:** Eighteen (18) additional Level II/III course credits

### Level III - Semester I

<table>
<thead>
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<th>Course Code</th>
<th>Title</th>
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<tbody>
<tr>
<td>MS33K</td>
<td>Business Ethics</td>
</tr>
<tr>
<td>MS32P</td>
<td>Facility Planning and Management</td>
</tr>
<tr>
<td>MS32M</td>
<td>Human Resource Management in Sport</td>
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</table>

**One (1) Elective***

**Level III - Semester II**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course</th>
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</thead>
<tbody>
<tr>
<td>MS32N</td>
<td>Sports Marketing and Public Relations</td>
</tr>
<tr>
<td>MS32R</td>
<td>Internship in Sport</td>
</tr>
</tbody>
</table>

**PLUS:** Twelve (12) additional Level II/III course credits

* The elective may be taken in Semester II of Level III depending on the course to be selected, drawn from among those listed below.

It is to be noted that all the following electives may not be offered in a given year. Thus the approval of the Head of the Department is required before signing for the elective.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course</th>
</tr>
</thead>
<tbody>
<tr>
<td>MS30C</td>
<td>Marketing Research</td>
</tr>
<tr>
<td>MS39M</td>
<td>Production and Operations Management</td>
</tr>
<tr>
<td>MS30M</td>
<td>Integrated Marketing Communications</td>
</tr>
<tr>
<td>EC64B</td>
<td>Applied Microeconomics (Sport)</td>
</tr>
<tr>
<td>SP42A</td>
<td>Issues and Values in Sport and Physical Education</td>
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</tbody>
</table>
**Minors**

### Accounting Minor
**Department Responsible:** Management Studies

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>MS25B</td>
<td>Intermediate Financial Accounting II</td>
</tr>
<tr>
<td>MS28D</td>
<td>Financial Management I</td>
</tr>
</tbody>
</table>

**PLUS:** Two (2) additional MS Level II/III courses

### Economics Minor
**Department Responsible:** Economics

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>EC20A</td>
<td>Intermediate Microeconomics I</td>
</tr>
<tr>
<td>EC21A</td>
<td>Intermediate Macroeconomics I</td>
</tr>
</tbody>
</table>

**PLUS:** Three (3) other Level II/III EC courses at least one of which should be at Level III.

### Finance Minor
**Department Responsible:** Management Studies

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MS28E</td>
<td>Money and Capital Markets</td>
</tr>
<tr>
<td>MS38H</td>
<td>Financial Management II</td>
</tr>
<tr>
<td>MS38L</td>
<td>Applied Topics in Corporate Finance</td>
</tr>
</tbody>
</table>

**PLUS:** One (1) of:

MS38D Investment and Analysis  
MS38M Capital Budgeting  
MS38N International Financial Management

**PLUS:** One (1) Management Studies Elective

### Gender and Development Studies Minor
**Department Responsible:** Centre for Gender and Development Studies

This minor is now being offered in the Faculty of Social Sciences. Fifteen (15) credits are available for this minor – three (3) core courses and two (2) elective courses. The introductory course AR11C: Introduction to Women’s Studies, although not a required course is highly recommended for persons wishing to do this minor. The required courses are:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>AR22C</td>
<td>Feminist Theoretical Frameworks</td>
</tr>
<tr>
<td>SY27D</td>
<td>Gender and Development: With Reference to Caribbean Society</td>
</tr>
<tr>
<td>SY37G</td>
<td>Sex, Gender and Society: Sociological Perspectives</td>
</tr>
</tbody>
</table>

**PLUS:** Two (2) electives chosen from the following courses:

AX39A Gender Issues in Agriculture  
NS21B Gender and Science  
H 30C Women and Gender in the History of the English-speaking Caribbean  
SY35C Social Policy and Administration II  
L 25A Language, Gender and Sex  
AR20M Men and Masculinities in the Caribbean

Or any other approved courses. Please note that all courses may not be offered in any given year.
Government Minor

Department Responsible: Behavioural Sciences

Course Code Title
GT37A Public Administration
GT39E Public Policy
GT29B Issues in Government and Politics of the West Indies

OR

GT38C Latin American Government, Politics and Development
GT38A Introduction to International Politics

OR

GT38B Introduction to International Relations of the Caribbean

PLUS: One (1) of:

GT27B Modern Political Thought
GT28A Comparative Politics
GT39K Administrative Law

Human Resource Management Minor

Department Responsible: Management Studies

Course Code Title
MS22A Organizational Behaviour
MS32A Human Resource Management
MS34C Compensation Management

PLUS: Two (2) MS Level II/III courses

International Relations Minor

Department Responsible: Behavioural Sciences

Course Code Title
GT30A International Organizations
GT30B International Financial Organizations
GT38A Introduction to International Politics
GT38B Introduction to International Relations in the Caribbean
GT31C Foreign Policy in the Third World

Management Information Systems Minor

Department Responsible: Management Studies

Course Code Title
MS21B Management Information Systems I
MS31B Management Information Systems II
MS31D Database Designs and Business Applications

PLUS: Two (2) MS Level II/III courses

Management Studies Minor

Department Responsible: Management Studies

Course Code Title
MS20A Principles of Marketing
MS21B Management Information Systems I
MS22A Organizational Behaviour
MS25C Management Accounting

PLUS: One (1) MS Level III course
## Marketing Minor

**Department Responsible:** Management Studies

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MS20A</td>
<td>Principles of Marketing</td>
</tr>
<tr>
<td>MS30A</td>
<td>Marketing Management</td>
</tr>
<tr>
<td>MS30D</td>
<td>Marketing Planning</td>
</tr>
</tbody>
</table>

**PLUS:** Two (2) MS Level II/III courses

## Public Sector Management Minor

**Department Responsible:** Behavioural Sciences

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>GT29D</td>
<td>Public Sector Management</td>
</tr>
<tr>
<td>GT29H</td>
<td>Human Resource Management in the Public Sector</td>
</tr>
<tr>
<td>GT39K</td>
<td>Administrative Law I</td>
</tr>
</tbody>
</table>

**Either**

- GT37A Public Administration
- GT37B Comparative Public Administration

**Or**

- GT39E Public Policy Analysis
- GT39F Comparative Public Policy Analysis

## Psychology Minor

**Department Responsible:** Behavioural Sciences

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>PS24A</td>
<td>Personality Theory</td>
</tr>
<tr>
<td>PS24D</td>
<td>Selected Theories in Social Psychology</td>
</tr>
<tr>
<td>PS24E</td>
<td>Developmental Psychology</td>
</tr>
</tbody>
</table>

**OR**

- PS24B Statistics and Research Design in Psychology
- PS24F Abnormal Psychology

**OR**

- PS24C Physiological Psychology
- PS33F Contemporary Issues in Social Psychology

**OR**

- PS34A Experimental and Applied Psychology

## Social Policy Minor

**Department Responsible:** Behavioural Sciences

All students wishing to pursue a minor in Social Policy are required to do the following four (4) compulsory core courses at Levels II and III.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>SY25A</td>
<td>Social Policy and Administration I</td>
</tr>
<tr>
<td>SY25B</td>
<td>Social Policy, Organization and Administration</td>
</tr>
<tr>
<td>SY35B</td>
<td>Social Policy and Administration II</td>
</tr>
<tr>
<td>SY35C</td>
<td>Social Policy and Administration III</td>
</tr>
</tbody>
</table>

**PLUS:** One (1) of the following from Government, Sociology or Gender Studies for a total of fifteen (15) credits.

**Government courses:**

- GT29D Public Sector Management
- GT39F Comparative Public Policy
- GT21P Project Administration
Sociology courses:
SY30E Sociology of Education I
SY30F Sociology of Education II
SY31C Sociology of Health and Illness
SY37H Criminology
SY37C Sociology of Penal Practice

Gender Studies:
SY27D Gender and Development with reference to the Caribbean
AX39A Gender Issues in Agriculture

Where any course is already counted for another major, special or minor, the student is required to select another elective in order to qualify for a minor in Social Policy.

Sociology Minor
Department Responsible: Behavioural Sciences

Course Code Title
SY20E Classical Social Theory
SY23C Anthropology of the Peoples of the Caribbean I
SY23F Social Change and Development
SY36E Caribbean Social Structure I

PLUS: One (1) of the following:
SY22E Survey Design and Analysis
SY30E Sociology of Education I
SY32E Industrial Sociology I
SY37H Criminology

Sports Management Minor
Department Responsible: Management Studies

1. Introduction
The minor in Sports Management will be open to any student of the University entering Level II who has successfully completed the following courses or their equivalent.

Course Code Title
MS15E Introduction to Financial Accounting
MS15F Introduction to Cost and Management Accounting
Either
MS12A Introduction to Management
Or
SY13E Introduction to Sociology
EC160 Introduction to Statistics (Year long)
EC141 Introduction to Mathematics (Year long)
EC10D Introduction to Economics 1

2. Programme Structure
The minor comprises five (5) courses, each worth three (3) credits offered at Levels II and III as set out below:

Course Code Title
MS22M Introduction to Sport Management
MS32M Managing Human Resource in Sport
MS32N Sport Marketing and Public Relations
MS32P Facility Planning and Management
MS32R Internship in Sport
**Diploma Programmes**

**Diploma in Public Sector Management**

**Full-time Study:**

**Semester I**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>GT11C</td>
<td>Introduction to Politics</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>SY13E</td>
<td>Introduction to Sociology</td>
</tr>
<tr>
<td>GT12C</td>
<td>Introduction to Public Administration</td>
</tr>
<tr>
<td>GT50A</td>
<td>Organizational Theory and Behaviour</td>
</tr>
<tr>
<td>GT52A</td>
<td>Administrative Law I</td>
</tr>
<tr>
<td>GT57C</td>
<td>Business and Society in the Caribbean</td>
</tr>
<tr>
<td>GT29D</td>
<td>Public Sector Management</td>
</tr>
</tbody>
</table>

**Semester II**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>GT19B</td>
<td>Introduction to Public Policy Analysis</td>
</tr>
<tr>
<td>GT20B</td>
<td>Public Sector Accounting</td>
</tr>
<tr>
<td>GT21P</td>
<td>Project Administration</td>
</tr>
<tr>
<td>GT29H</td>
<td>Human Resource Management in the Public Sector</td>
</tr>
<tr>
<td>GT32A</td>
<td>Scoop &amp; Methods in Political Analysis</td>
</tr>
</tbody>
</table>

**PLUS:** One (1) Elective course chosen from Levels II or III courses in the Faculty of Social Sciences.

**Diploma in Caribbean Studies**

*(Summer Programme Only)*

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>GT56A</td>
<td>Literature and Society in the Caribbean</td>
</tr>
<tr>
<td>GT56B</td>
<td>Sociology of the Caribbean</td>
</tr>
<tr>
<td>GT56C</td>
<td>The Government and Politics of the Caribbean</td>
</tr>
<tr>
<td>GT57A</td>
<td>Caribbean Economy</td>
</tr>
<tr>
<td>GT57D</td>
<td>International Relations of the Caribbean</td>
</tr>
<tr>
<td>GT57C</td>
<td>Business and Society in the Caribbean</td>
</tr>
</tbody>
</table>

In addition, students will be required to complete a research paper (between 5,000 and 10,000 words in length). The topic shall be selected from the above-mentioned subject areas.

**Diploma in Security Administration**

*(Summer Programme Only)*

**FULL-TIME STUDY**

**LEVEL I**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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</thead>
<tbody>
<tr>
<td>GT52A</td>
<td>Administrative Law I</td>
</tr>
<tr>
<td>CS13B</td>
<td>Introduction to Computing</td>
</tr>
<tr>
<td>PS14A</td>
<td>Introduction to Psychology</td>
</tr>
<tr>
<td>MS22A</td>
<td>Organizational Behaviour</td>
</tr>
<tr>
<td>MS27A</td>
<td>Business Law</td>
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</table>

**LEVEL II**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>GT52B</td>
<td>Administrative Law II</td>
</tr>
<tr>
<td>PS24E</td>
<td>Developmental Psychology</td>
</tr>
<tr>
<td>GT29D</td>
<td>Public Sector Management</td>
</tr>
<tr>
<td>MS25D</td>
<td>Financial Accounting for Business Decisions</td>
</tr>
<tr>
<td>SY37H</td>
<td>Criminology</td>
</tr>
</tbody>
</table>

The Department recommends that full-time students should be devoid of any commitment (e.g. work or other) that may impinge on their attendance and performance in this programme owing to its intensity.

**PART-TIME STUDY**

**LEVEL I**

<table>
<thead>
<tr>
<th>Course Code</th>
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</tr>
</thead>
<tbody>
<tr>
<td>GT52A</td>
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<tr>
<td>CS13B</td>
<td>Introduction to Computing</td>
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<tr>
<td>PS14A</td>
<td>Introduction to Psychology</td>
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</tbody>
</table>

**LEVEL II**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>GT52B</td>
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<td>Business Law</td>
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</table>

**LEVEL III**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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</thead>
<tbody>
<tr>
<td>GT29D</td>
<td>Public Sector Management</td>
</tr>
<tr>
<td>MS25D</td>
<td>Financial Accounting for Business Decisions</td>
</tr>
<tr>
<td>SY37H</td>
<td>Criminology</td>
</tr>
</tbody>
</table>
Certificate Programmes

Certificate in Public Administration
(Summer & Main Stream)

FULL-TIME STUDY

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>GT11C</td>
<td>Introduction to Politics I</td>
</tr>
<tr>
<td>GT11D</td>
<td>Introduction to Politics II</td>
</tr>
<tr>
<td>GT12C</td>
<td>Introduction to Public Administration</td>
</tr>
<tr>
<td>GT12D</td>
<td>Issues in Caribbean Public Administration</td>
</tr>
<tr>
<td>GT40A</td>
<td>Organizational Theory and Behaviour I</td>
</tr>
<tr>
<td>GT40B</td>
<td>Organizational Theory and Behaviour II</td>
</tr>
<tr>
<td>GT41B</td>
<td>A Study of Industrial Relations</td>
</tr>
<tr>
<td>GT41C</td>
<td>Human Resource Management</td>
</tr>
</tbody>
</table>

PLUS: Two (2) electives (Either two Level I courses OR one Level I course and GT44D.)

PART-TIME STUDY

Year I

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>GT11C</td>
<td>Introduction to Politics I</td>
</tr>
<tr>
<td>GT11D</td>
<td>Introduction to Politics II</td>
</tr>
<tr>
<td>GT12C</td>
<td>Introduction to Public Administration</td>
</tr>
<tr>
<td>GT12D</td>
<td>Issues in Caribbean Public Administration</td>
</tr>
</tbody>
</table>

PLUS: One (1) elective course (One Level I course OR GT44D)

Year II

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>GT40A</td>
<td>Organizational Theory and Behaviour I</td>
</tr>
<tr>
<td>GT40B</td>
<td>Organizational Theory and Behaviour II</td>
</tr>
<tr>
<td>GT41B</td>
<td>A Study of Industrial Relations</td>
</tr>
<tr>
<td>GT41C</td>
<td>Human Resource Management</td>
</tr>
</tbody>
</table>

PLUS: One (1) elective course (One Level I course OR GT44D) if it was not previously taken.

A student may request special permission to do the two elective courses in Year II.

Certificate in Local Government Studies
(Summer Programme Only)

LEVEL I

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>GT11C</td>
<td>Introduction to Politics I</td>
</tr>
<tr>
<td>GT12C</td>
<td>Introduction to Public Administration</td>
</tr>
<tr>
<td>GT40A</td>
<td>Organizational Theory and Behaviour I</td>
</tr>
</tbody>
</table>

PLUS: One (1) Elective course (selected from approved list)

LEVEL II

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>GT12F</td>
<td>Theory and Practice of Local Government</td>
</tr>
<tr>
<td>GT12G</td>
<td>Caribbean Local Government Systems</td>
</tr>
<tr>
<td>GT44D</td>
<td>Financial Administration</td>
</tr>
</tbody>
</table>

LEVEL III

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>GT41D</td>
<td>Public Sector Ethics</td>
</tr>
<tr>
<td>GT12H</td>
<td>Practical Issues for Good Governance</td>
</tr>
</tbody>
</table>

PLUS: One (1) Elective course (selected from approved list)

Approved Electives:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>GT11D</td>
<td>Introduction to Politics II</td>
</tr>
<tr>
<td>GT12D</td>
<td>Issues in Caribbean Public Administration</td>
</tr>
<tr>
<td>GT19B</td>
<td>Introduction to Public Policy</td>
</tr>
<tr>
<td>GT41B</td>
<td>Industrial Relations</td>
</tr>
<tr>
<td>GT41C</td>
<td>Human Resource Management</td>
</tr>
<tr>
<td>GT41F</td>
<td>Human Resource Development</td>
</tr>
<tr>
<td>PS11B</td>
<td>Introduction to Social Psychology</td>
</tr>
<tr>
<td>CS13B</td>
<td>Introduction to Computing</td>
</tr>
</tbody>
</table>
Certificate in Management
Information Systems
(Summer Programme Only)

**LEVEL I**
- MS41A  Mathematics for Computing
- MS41B  Foundations of Information Technology
- MS15E  Introduction to Financial Accounting
- MS12A  Introduction to Management

**LEVEL II**
- MS42A  Designing Information Systems I
- MS42B  Information Systems in Business
- MS42C  Communication for Business

**LEVEL III**
- MS43A  Data Communication and
  Distributed Data Processing
- MS43B  Data Storage and Management
- MS43C  Designing Information Systems II

Certificate in Public Sector
Human Resource Management
(Summer Programme Only)

**LEVEL I**
- GT40A  Organisational Theory & Behaviour I
- GT41C  Human Resource Management
- GT19B  Public Policy Analysis

**LEVEL II**
- GT44D  Financial Administration
- GT12D  Issues in Caribbean Public Administration
- GT41E  Compensation Management

**LEVEL III**
- GT41B  Industrial Relations
- GT41D  Public Sector Ethics
- GT41F  Human Resource Development
- GT41G  Information Systems
Some of the following courses may not be offered in a given academic year. Before attempting to register for a course, students should verify that the course is being offered and determine the semester in which it is offered.

When choosing courses, students should get into the habit of planning in advance and, in particular, ensuring that they register for the prerequisites of courses they intend to take in the future.

**CS13B**
**INTRODUCTION TO COMPUTING**
*(Summer Programme Only)*

*Department Responsible: Faculty of Social Sciences*

*Prerequisites: None*

This course seeks to provide the rudiments of computers to all undergraduates enrolled in the Faculty of Social Sciences. Classroom teaching is accompanied by hands-on practical sessions in the computer laboratory where the student is introduced to electronic spreadsheets, word processing, database systems and the like.

**EC01A (ECON 0001)**
**REMEDIAL MATHEMATICS**
*(Summer Programme Only)*

*Department Responsible:*

*Prerequisites:*

This course is intended for those first-year students who have either been away from mathematics for several years or possess a weak foundation in mathematics. It provides a refresher in the basic concepts of algebra, sets and manipulative mathematics. No doubt that you have been exposed to much of this material at secondary school. However, because these topics and tools are important in handling mathematics over the next three years of study, a second exposure to them just prior to starting EC140 would be beneficial. Class sizes are small so as to provide the much-needed one on one attention to students.
EC10D (ECON 1001) (SEMESTER I)
INTRODUCTION TO ECONOMICS I
Department Responsible: Economics
Prerequisites: None
This course provides students to the history of economic thought highlighting some of the key economic issues, which have preoccupied the discipline from its origins. The course also provides an introduction to the basic principles of micro-economic analysis together with the main perspectives on the functioning of the macro-economy. The microeconomic analysis is illustrated by reference to a key export sector in the Caribbean (e.g. oil or bananas). The implications of trends in the latter for the Balance of Payments and macro economy conclude this first semester course.

EC10F (ECON 1002) (SEMESTER I)
INTRODUCTION TO ECONOMICS II
Department Responsible: Economics
Prerequisite: None
Co-requisite: EC10D
This course emphasizes macro-economic theory and policy and the related national income accounting together with international trade and the balance of payments. There is a significant stress on the implications of these economic issues for the Caribbean reality.

EC141 (ECON 1003) (YEAR LONG)
INTRODUCTION TO MATHEMATICS I
Department Responsible: Economics
Prerequisite: Grade II pass at CXC (General) Mathematics OR EC01A OR equivalent
Set theory, relations and functions. Number theory, functions and equations. Calculus of functions of a single variable.

Students who have a pass in A-Level Mathematics may be exempt from this course and are strongly advised to apply for such exemption.

EC160 (ECON 1005) (YEAR LONG)
INTRODUCTION TO STATISTICS
Department Responsible: Economics
Prerequisite: None
Collection and compilation of data. Descriptive statistics, Probability and probability distributions, Sampling distributions, Estimation, Hypothesis testing, Simple correlation and regression. Teaching is accompanied by computer applications using Minitab.

EC20A (ECON 2000) (SEMESTER I)
INTERMEDIATE MICROECONOMICS I
Department Responsible: Economics
Prerequisites: EC10D, EC10F and EC141
This course presents a rigorous analysis of the theory of household behaviour and demonstrates that microeconomics is central to an understanding of consumer/ household decision-making. At the end of the course you will understand (i) how microeconomic theory can be used to explain household behaviour and (ii) how to use the model of consumer choice to demonstrate the effect of government policy on household decision-making.

EC20B (ECON 2001) (SEMESTER II)
INTERMEDIATE MICROECONOMICS II
Department Responsible: Economics
Prerequisites: EC10D, EC10F and EC141
This course presents a rigorous analysis of the theory of firm behaviour and welfare economics and demonstrates that microeconomics is central to an understanding of business decision-making and government intervention in markets. At the end of the course you will understand (i) how microeconomic theory can be used to explain firm behaviour and (ii) the conditions under which a case can be made for government intervention in markets.

EC21A (ECON 2002) (SEMESTER I)
INTERMEDIATE MACROECONOMICS I
Department Responsible: Economics
Prerequisites: EC10D and EC10F
Theories and Models: Theories of Aggregate Demand - Consumption; Investment; Theories of Money; Securities and the Rate of Interest; Basic Income-generation Models: Neo-Classical, Keynesian, The Challenge to Keynes: Current theories; The Labour Market in Developing Countries.
EC21B (ECON 2003) (SEMESTER II)
INTERMEDIATE MACROECONOMICS II
Department Responsible: Economics
Prerequisites: EC10D and EC10F
The Role of Government: Keynesian view, Alternative view; The Open Economy: Income Generation, Balance of Payments Adjustment; The Supply of Money: Determination of the Supply, Constraints of Fiscal and Monetary Policy; Dynamic theories in investment; Accelerator theories, Paths of Capital Accumulation; Growth; Models of Caribbean Economy.

EC22A (ECON 3051) (SEMESTER I)
TOPICS IN ECONOMIC DEVELOPMENT
Department Responsible: Economics
Prerequisites: EC10D OR EC10F
This course seeks to apprise students of some of the more topical issues in Economic Development in the contemporary period. The course examines the meaning of development and the major concerns of development economists over time.

EC23E (ECON 2005) (SEMESTER II)
SOCIAL AND ECONOMIC ACCOUNTING
Department Responsible: Economics
Prerequisites: EC10D, EC10F and MS15E
This course seeks to provide students with a thorough understanding of the structure and problems associated with the preparation of national and regional economic and social accounts. It also gives an introductory treatment of data management.

EC23J (ECON 2006) (SEMESTER II)
ECONOMIC STATISTICS
(STATISTICAL METHODS IN ECONOMICS)
Department Responsible: Economics
Prerequisites: EC141 and EC160
This course seeks to provide students of Economics and the Social Sciences with a sound understanding of statistical concepts and techniques used in modern economic analysis.
EC25F (ECON 2020) (SEMESTER II)
CARIBBEAN ECONOMY
Department Responsible: Economics
Prerequisites: EC10D and EC10F
The objective of this course is to expose students to the literature on Caribbean economic theory and policy analysis. The course provides a critical review of economic strategies pursued or proposed for the Caribbean.

EC30J (ECON 3002) (SEMESTER II)
SOCIAL ECONOMICS
Department Responsible: Economics
Prerequisite: EC21A
This course is designed to give students a feel for the main economic issues involved in the assessment of major social sectors by focusing the tools of economic analysis in Health, Housing, Education, Poverty Alleviation, the Environment, and on Gender and Racial/Ethnic Discrimination and their elimination.

EC30A (SEMESTER II)
CORPORATE FINANCE
Department Responsible: Economics
Prerequisites: MS15F and EC31E
Co-requisite: EC31G
The objective of this course is to provide students with the basic practical tools of Portfolio Analysis and Investment in the Modern Corporate Economy.

EC30B (ECON 3052) (SEMESTER II)
FISCAL POLICY AND ECONOMIC DEVELOPMENT
Department Responsible: Economics
Prerequisites: EC21A and EC21B
The theoretical and empirical significance of the fiscal disequilibrium problem in developing countries. Approaches to the fiscal disequilibrium problem: Budget and Expenditure Reform. The disequilibrium problem: Tax Reform, Fiscal Policy options for a small open economy.

EC30F (ECON 3001) (SEMESTER I)
INDUSTRIAL ECONOMICS I
Department Responsible: Economics
Prerequisites: EC20A, EC20B and EC21A
This course introduces the student to industrial organization theory, traditional and modern, the issues of structure and strategy in the modern business enterprise, and the economic implications thereof.

EC30L (ECON 3004) (NOT OFFERED)
INDUSTRIAL ECONOMICS II
Department Responsible: Economics
Prerequisite: None
Co-requisite: EC30F
The course takes participants through alternative strategies for the development of industry in developing countries, with special reference to the Caribbean. The course draws on the experiences of other countries and analyses the Caribbean record.

EC30N (ECON 3006) (SEMESTER I)
INTERNATIONAL TRADE THEORY AND POLICY
Department Responsible: Economics
Prerequisites: EC20A, EC21A and EC21B
The theory of international trade including alternative theories of trade; the structure of world trade and the main factors influencing trade (trade in services); the relationship between trade, growth and development; international trade policy; regional economic integration including North-South cooperation; international investments: the multinational firm; institutions and agreements which influence international trade (WTO, LOME, etc.).

EC30Q (ECON 3008) (SEMESTER II)
HISTORY OF ECONOMIC THOUGHT
Department Responsible: Economics
Prerequisites: EC10D and EC10F
EC31E (ECON 3005) (SEMESTER I)
MONETARY THEORY AND POLICY
Department Responsible: Economics
Prerequisites: EC20A and EC21A
The objective of this course is to provide students with a solid grounding in (i) the fundamentals of monetary theory and (ii) the effects of monetary policy on the macro economy. Experiences of both developed and developing countries will be used to highlight the links between theory and policy.

EC31G (ECON 3011) (SEMESTER II)
ECONOMICS OF FINANCIAL INSTITUTIONS
Department Responsible: Economics
Prerequisites: EC20A and EC20B
This course seeks to provide students with a background to the workings of the Financial Systems in Market Economies generally and within the Caribbean Economic context in particular.

EC32C (ECON 3019) (NOT OFFERED)
TRANSPORT ECONOMICS AND POLICY
Department Responsible: Economics
Prerequisites: EC20A and EC20B
Co-requisite: EC36C
The principles and techniques of economic analysis are applied to the problems of the transport sector. The nature of the transport problem and the role of transport in development are examined. The fundamentals of transport economics: demand and supply analysis are discussed. Microeconomics and econometric techniques are applied to the analysis of demand and pricing decisions in the transport sector.

EC32F (ECON 3020) (SEMESTER II)
ECONOMIC INTEGRATION AND REGIONAL TRADING BLOCS
Department Responsible: Economics
Prerequisites: EC21A and EC20A
Definition and rationale for Integration: Theory of Economic Integration: Integration Instruments; Selected problems of integration schemes; Caribbean Integration; Case studies of other regional groupings.

EC33B (ECON 3007) (SEMESTER II)
INTERNATIONAL MONETARY & FINANCIAL THEORY
Department Responsible: Economics
Prerequisites: EC31E
Co-requisite: EC31E
The Balance of Payments; The Foreign Exchange Market (Euro-Currency Market and Analysis of the Efficient Market Hypothesis); International Adjustment and Stabilisation; The International Monetary System (History, Problems and Proposals for Reform); International Capital Markets and the Movement of Capital; The International Debt Problem.

EC33C (ECON 3026) (NOT OFFERED)
HUMAN RESOURCE POLICY AND PLANNING
Department Responsible: Economics
Prerequisites: EC20A and EC21A
This course is designed to give students an orientation to the problems of employment generation generally, in a developing world context.

EC33D (ECON 3024) (NOT OFFERED)
ECONOMICS OF EDUCATION AND MANPOWER PLANNING
Department Responsible: Economics
Prerequisites: EC21A, EC21B and EC20A
This course is designed to provide students with insights into the links between the educational and training systems and the preparation of human resources for the labour market.

EC33E (ECON 3016) (SEMESTER I)
PUBLIC SECTOR ECONOMICS
Department Responsible: Economics
Prerequisites: EC20A, EC20B, EC21A and EC21B
The Role of Government in the Economy: The Role of Government in developing countries and the Caribbean; Public Finance - Taxation (direct and indirect) and its impact on the economy; the Theory of Public Sector Pricing and Production; The Scope and Limitations of Public Economic Policy and the Design of Public Policy.
EC33H (ECON 3027) (SEMESTER I)  
ECONOMIC PLANNING AND PROJECT APPRAISAL  
Department Responsible: Economics  
Prerequisites: EC21A, EC21B and EC20A  
This course introduces students to the principles of macroeconomic planning in a mixed economy and examines the methodological issues involved in integrating planning and the market. The efficiency of planning in comparative terms will be examined as well as the specifics of sectoral planning within the domestic economy.

EC34D (ECON 3034) (SEMESTER II)  
RESOURCE AND ENVIRONMENTAL ECONOMICS  
Department Responsible: Economics  
Prerequisite: EC20A  
Co-requisite: EC38E  
This course covers the economics of natural resources (both renewable and non-renewable); environmental and ecological economics together with the economics of sustainable development in small islands of the Caribbean.

EC35A (ECON 3041) (NOT OFFERED)  
THE INTERNATIONAL OIL MARKET AND THE CARIBBEAN  
Department Responsible: Economics  
Prerequisites: EC20A and EC21A  
This course seeks to provide an understanding of the organization and operation of the international oil market. Within this context, the functioning of the petroleum industry in Trinidad and Tobago and the Caribbean region is analyzed and the implications for public policy distilled.

EC35B (ECON 3042) (NOT OFFERED)  
SELECTED ISSUES IN PUBLIC FINANCE  
Department Responsible: Economics  
Prerequisite: None  
Co-requisite: EC30B  
Privatization, Resource Allocation and Income Distribution; Economic Considerations of Health Sector Policy; Social Security in Development Context; Ricardian Equivalence; Fiscal Policy and Borrowing Conditionality; Other Topical Issues Relevant to the Caribbean.

EC35J (ECON 3029) (NOT OFFERED)  
LABOUR ECONOMICS  
Department Responsible: Economics  
Prerequisites: EC20A and EC21B  
This course will focus on the traditional themes in Labour Economics and will also provide insights into the special problems of Labour Economics in the Caribbean and a developing world context.

EC36C (ECON 3049) (SEMESTER I)  
ECONOMETRICS I  
Department Responsible: Economics  
Prerequisite: EC23J OR M25B. EC23E recommended  
The main objective of this course is to provide a fairly sound foundation in the theory and practice of standard econometric methods. Lectures will be supplemented by practical laboratory sessions involving the use of econometric software like Eviews.

EC36D (ECON 3050) (SEMESTER II)  
ECONOMETRICS II  
Department Responsible: Economics  
Prerequisite: None  
Co-requisite: EC36C  
This course, a follow up to EC36C, deals with modern econometric methods, principally those involving time series analysis like unit root testing, co-integration, VAR modelling, ARIMA modelling and so on.

EC38E (ECON 3056) (SEMESTER II)  
PROJECT EVALUATION  
Department Responsible: Economics  
Prerequisites: EC20A and EC20B  
This course provides the tools for planning projects (industrial, infrastructural, agricultural and social) in an economy. The issues addressed include project identification, the project cycle, project appraisal and investment and project finance.
EC38F (ECON 3057) (SEMESTER I)
HEALTH ECONOMICS
Department Responsible: Economics
Prerequisites: EC20A, EC20B, EC21A and EC21B
This course introduces students to the issues surrounding the objective of providing health care consistent with the reality of scarce resources and the overriding concern with improving the quality of life. Students will be exposed to the use of economic analysis in the design of health policy. Special emphasis will be placed on elucidating the relationship between epidemiology and the allocation of resources.

EC38J (ECON 3058) (SEMESTER II)
ECONOMICS OF CULTURE
Department Responsible: Economics
Prerequisites: EC20A and EC21A
Cultural Authenticity and Economics; Microeconomics of Culture; Case Studies of Festivals of the Caribbean region; Microeconomic Policy in Sport and Cultural Development; Economics of Cultural Exports.

EC39A (ECON 3059) (NOT OFFERED)
ECONOMICS OF DEBT MANAGEMENT
Department Responsible: Economics
Prerequisites: EC21A, EC21B and EC160
This course begins with a review of the principal forms of foreign indebtedness and their measurement together with the empirical trends in foreign indebtedness of countries of the Periphery since the 1970s. The course then moves to the theory of foreign debt management and then relates this to the actual experience of foreign indebtedness from the turn of the 1970s. The course concludes with the outline of a model and framework for foreign borrowing including the use of computerized debt-monitoring systems.

EC39B (ECON 3060) (NOT OFFERED)
ECONOMICS OF FOREIGN INVESTMENT AND TRANSCONTINENTAL CORPORATIONS
Department Responsible: Economics
Prerequisites: EC21A and EC20A
Determinants of Foreign Investment; Forms of TNC participation - Equity (wholly-owned, joint venture), non-equity forms (management contracts, etc.). The legal framework (including bilateral Investments treaties, code of conduct, Foreign Investment Act); The management of TNCs: Negotiations with TNCs; Case Studies of negotiations and joint ventures.

EC39D (ECON 3061) (NOT OFFERED)
ECONOMICS OF TECHNOLOGY AND TECHNOLOGY POLICY
Department Responsible: Economics
Prerequisites: EC20A and EC21A
Technology theory and policy in mainstream Economics and the developed, industrial economies: neoclassical, Evolutionary Schumpeterian and Marxist paradigms; modes of technology policy in the developed market economies. Development of technological capabilities in the Caribbean and the Third World.

EC39E (ECON 3062) (NOT OFFERED)
PETROLEUM ECONOMICS
Department Responsible: Economics
Prerequisites: EC20A and EC21A
This course covers the analytical techniques and the tools necessary for understanding and managing the modern petroleum business. It aims to provide participants with the critical skills and knowledge needed to operate in the industry at corporate level and also to provide the in-depth understanding of the business and how it functions required by policy makers. The course introduces participants to the various aspects of the oil (and gas) business from exploration and production through refining and marketing.

EC39F
ENERGY ECONOMICS I (SEMESTER I)
Department Responsible: Economics
Prerequisites: EC20A and EC21A
This course covers select topics in Energy Economics. It is designed to introduce students to key microeconomic issues, and to allow them to better understand the dynamics of the constituent parts of the energy value chain from exploration and production to refining and marketing. It will cover issues such as oil and gas markets and pricing, legal arrangements covering oil and gas exploration and production, upstream cost and production economics, plant economics and gas contracts issues. Special emphasis will be placed on the LNG industry; students are also introduced to the economics of gas use in selected end markets. The programme will also introduce a tour of plants and facilities in the energy sector.
EC39G
ENERGY ECONOMICS II (SEMESTER II)
Department Responsible: Economics
Prerequisites: EC39F, EC21A and EC21B
This course covers additional topics in Energy Economics, with emphasis on macroeconomics issues. Topics to be covered include oil price shocks and the global economy, the problems associated with managing oil wealth, resource based industrialization strategies, energy policy and the environment.

GT11C (GOVT 1000) (SEMESTER I)
INTRODUCTION TO POLITICS 1
Department Responsible: Behavioural Sciences
Prerequisite: None
Topics include: the nature of Politics; theories of State; Concepts of Rights; Weber and Marx; Executives and Legislatures; Parties; Pressure Groups; British Government; American Government; West Indian Government; Relations among States.

GT11D (GOVT 1001) (SEMESTER II)
INTRODUCTION TO POLITICS II
Department Responsible: Behavioural Sciences
Prerequisite: None
This course introduces students to a basic understanding of the structure and processes of modern politics. It builds on the fundamental topics and theories introduced in GT11C. Also some new material and topic areas are covered. At the same time, the course is also designed to provide students with an awareness of political ideas and concepts based on the writings of a variety of thinkers and philosophers.

GT12C (GOVT 1006) (SEMESTER I)
INTRODUCTION TO PUBLIC ADMINISTRATION
Department Responsible: Behavioural Sciences
Prerequisite: None
This course is a general introduction to the discipline and practice of public administration. It focuses on the meaning, scope and importance of public administration and its development as an academic discipline. The course will examine the various administrative theories, principles, techniques and concepts.

GT12D (GOVT 1007) (SEMESTER II)
ISSUES IN CARIBBEAN PUBLIC ADMINISTRATION
Department Responsible: Behavioural Sciences
Prerequisite: None
Co-requisite: GT12C
Building on the theoretical framework in the Introduction to Public Administration course, this course focuses on specific issues in the practice and operationalization of public administration as it affects the Commonwealth Caribbean. Students are required to work on a project (case study) to assess and analyze the operationalization of an aspect or concept of public administration within a public sector environment.

GT 12G (GOVT 1003) (SEMESTER I)
CARIBBEAN LOCAL GOVERNMENT SYSTEMS
Department Responsible: Behavioural Sciences
Prerequisite: None
This course will allow students to develop a basic understanding of how the local government system in the Commonwealth Caribbean operates. To this end, it will trace the evolution of Caribbean systems of local government and treat in detail with the different forms of local government as exist in the region. The course will allow for analysis of constraints within the local government systems, as well as to explore the various local, regional and international organizations, which play a part in seeking the advancement of Caribbean local government.

GT12H (GOVT 1004) (SEMESTER II)
PRACTICAL ISSUES FOR GOOD GOVERNANCE
Department Responsible: Behavioural Sciences
Prerequisite: None
This course consists of four basic modules related to the practical operations of local government. The first module deals with the issue of the changing role of the state in the context of structural adjustment. The second module extends this debate by focusing on the implications of governance as opposed to government, and thereupon review the concept of the civil society. The third module relates to the issue of development, a critical issue affecting all local government systems, while the final module seeks to facilitate local governments in better treating with the various publics and thus exposes the students to the basis of public relations.
GT19B (GOVT 1005) (SEMESTER II)
INTRODUCTION TO PUBLIC POLICY ANALYSIS
Department Responsible: Behavioural Sciences
Prerequisite: None
This course introduces students to the concepts and process of public policy. It is a precursor to the Levels III courses GT39E Public Policy Analysis and GT39F Comparative Public Policy.

GT20A (SEMESTER I)
HUMAN RESOURCE MANAGEMENT AND INDUSTRIAL RELATIONS IN THE PUBLIC SECTOR
Department Responsible: Behavioural Sciences
Prerequisite: GT11C or GT11D
The aim of this course is to provide students with an understanding of the issues surrounding the transformation of Industrial Relations (IR) in the modern public service. While the impetus to reform has been led by the private sector, several change factors and peculiar environmental conditions have given rise to specific challenges and opportunities for efficiency-driven public sector management. The course will present a theoretical and conceptual appreciation of the evolution of public sector industrial relations leading into the advent of Human Resource Management (HRM). This forms a backdrop to an analysis on the more critical and fundamental conceptual and empirical changes from the movement from IR to HRM. There will be a sharp focus on the differences between IR and HRM in the public service, the tensions therein and the emerging challenges to public sector unions, managers and change agents. The course is both multi-disciplinary, drawing on the intellectual origins of IR and HRM, while it is comparative and will analyse developments in the public service from a developing country perspective. On completion, students will be better able to comprehend and resolve the myriad of employee and labour based challenges inherent in the transformation of the public service, whether driven by local or multinational policy obligations and imperatives.
Target Group
Students enrolled in the second and third year of any degree programme. It is specifically aimed at public officers enrolled in the B.Sc. Government, Public Sector Management and the Diploma in Public Sector Management.

GT20B (SEMESTER II)
PUBLIC SECTOR ACCOUNTING
Department Responsible: Behavioural Sciences
Prerequisite: None
Without public sector accounting experience, students will lack a frame of reference in attempting to apply accounting concepts and principles to public sector transactions. This course will facilitate students’ understanding of accounting in the public sector, inclusive of the Public Service and State Enterprises. To this end, it will provide knowledge on both not-for-profit organizations, e.g. Government Ministries, Local Government, Regional and Municipal Corporations, The Tobago House of Assembly, Statutory Bodies, and State Enterprises, which operate as commercial entities.

This course will emphasize different types of accounting systems pertaining to the varying categories of public sector organizations.

Overall course objective
The overall objective of the course is to examine Public Sector Accounting principles and practices and their relevance to public sector administration; and to distinguish between public sector accounting and accounting in the wider economy.

Target Group
Students enrolled in the second and third year of any degree programme. It is specifically aimed at public officers enrolled in the B.Sc. Government, Public Sector Management and the Diploma in Public Sector Management.
GT20C (SEMESTER I)
INTRODUCTION TO PUBLIC INFORMATION SYSTEMS
Department Responsible: Behavioural Sciences
Prerequisite:
This course serves as an introduction to information systems in public administration. It is designed to:

i. familiarize students as to the use of information technology in the public sector.

ii. provide an understanding of the nature of information systems in general, focusing on-but not limited to-the public sector.

iii. introduce the student to IT-related policies and issues associated with public information systems.

GT20D (SEMESTER II)
INTRODUCTION TO E-GOVERNMENT
Department Responsible: Behavioural Sciences
Prerequisite:
This introductory course describes the components and models of e-government along with its social and technical factors that need to be considered. The course further explains the present policies and programs, and issues and values relevant to e-government initiatives. It also focuses on the opportunities and challenges of e-government, including the information gap and information security, through case studies. Throughout this course, the student will obtain practical and theoretical knowledge on e-government.

GT21P (GOVT 2030) (SEMESTER II)
PROJECT ADMINISTRATION
Department Responsible: Behavioural Sciences
Prerequisite: None
This course provides an understanding of the dynamics, techniques and problems associated with the administration of a project in the Public Sector. Emphasis is placed on exposing students to a theoretical appreciation of some of the debates surrounding the intellectual framework of contemporary development cooperation. The desire of modern states to achieve rapid infrastructural development as a prerequisite for foreign investment, economic growth and employment creation has ushered in a phase of unparalleled country-to-country aid and an assortment of contractual relationships within the multilateral lending community. This course focuses on the practical problems of public management in relation to project administration and evaluation within the context of actual experiences in the Caribbean.

GT27A (GOVT 2014) (SEMESTER I)
FOUNDATIONS OF POLITICAL THOUGHT
Department Responsible: Behavioural Sciences
Prerequisite: GT11C OR GT11D
This course examines pre-Socratic philosophy as well as Plato and Aristotle. Exposure to the political ideas of the Stoics, Epicureans, Cynics and Skeptics. Extended examination of Roman and Christian political thought.

GT27B (GOVT 2015) (SEMESTER II)
MODERN POLITICAL THOUGHT
Department Responsible: Behavioural Sciences
Prerequisite: GT11C OR GT11D

GT 28A (GOVT 2019) (SEMESTER I)
COMPARATIVE POLITICS
Department Responsible: Behavioural Sciences
Prerequisite: GT11C OR GT11D
This course clarifies and synthesizes some of the major theoretical directions found in the literature on comparative politics. A critical examination and assessment of both orthodox and radical theories of comparative politics is undertaken.

GT28B (GOVT 2020) (NOT OFFERED)
GOVERNMENT AND POLITICS IN A SELECTED REGION
Department Responsible: Behavioural Sciences
Prerequisite: GT11C OR GT11D
This course deals with Imperialism; Colonialism; Nationalism; Modernization; Ideology; The Military; Consociationalism.

GT29A (GOVT 2022) (SEMESTER I)
FOUNDATIONS OF WEST INDIAN GOVERNMENT
Department Responsible: Behavioural Sciences
Prerequisite: GT11C OR GT11D
This course focuses on Crown Colony Government; Colonial Administration; Social movements; Pressure Groups and Political Parties; Social Stratification in the Caribbean; The Structure of Independent States.
GT29B (GOVT 2023) (SEMESTER II)
ISSUES IN GOVERNMENT AND POLITICS OF THE WEST INDIES
Department Responsible: Behavioural Sciences
Prerequisite: GT11C OR GT11D
This course looks at the following problems in the West Indian politics: Political leadership; Voting Behaviour; the Westminster System; The Nature of Political Parties; Foreign Policy; Ethnicity and Politics; The Role of the Opposition; Military Intervention.

GT29D (GOVT 3018) (SEMESTER I)
PUBLIC SECTOR MANAGEMENT
Department Responsible: Behavioural Sciences
Prerequisite: GT11C OR GT11D
This course acquaints students with the dynamics, techniques and problems associated with the management of the public sector, particularly in the Caribbean. It discusses the context in which management techniques and philosophy infiltrated the traditional domain of Public Administration. It also evaluates the record of that experience.

GT29H (GOVT 2034) (SEMESTER II)
HUMAN RESOURCE MANAGEMENT IN THE PUBLIC SECTOR
Department Responsible: Behavioural Sciences
Prerequisite: The aim of this course is to acquaint students and practitioners with the theoretical and practical perspectives involved in the personnel functions of the Public Sector. It focuses on the changing role of Personnel Administration, and on its critical function in the achievement of the goals of Administration Reform. It will accordingly deal with issues such as the role of the Public Service Commissions, the factors that redefined the movement from Administration to Management, the impact of the Scientific Management movement, motivation, performance appraisal, recruitment practices and the special problems associated with the Public Sector.

The Course will comprise of the following areas:

The Impact of the Scientific Management Movement -
The managerial philosophies of the following theorists will be examined:
- Frederick Taylor
- Lillian and Frank Gilbreth
- George Gantt
- Urwick and Gulick
- Chester Barnard
- Douglas McGregor
- Max Weber
- Peter Drucker
- Mary Parker Follet
- Elton Mayo
- A. Maslow
- Henri Fayol

Reading:

GT30A (GOVT 3046) (SEMESTER I)
INTERNATIONAL ORGANIZATIONS
Department Responsible: Behavioural Sciences
Prerequisite: GT11C OR GT11D
An exploration of the origins, structure, function and future of international organizations in the international systems: the League of Nations, the United Nations, the Organization of American States, the Organization of African Unity and Commonwealth. From time to time other international organizations will be looked at with reference to current issues.

GT30B (GOVT 3047) (SEMESTER II)
INTERNATIONAL FINANCIAL ORGANIZATIONS
Department Responsible: Behavioural Sciences
Prerequisite: GT11C OR GT11D
This course examines the politics of such international financial institutions as the World Bank, The International Monetary Fund, The Inter-American Development Bank and The Caribbean Development Bank and looks at the role of the Paris Club and international commercial banking institutions as they impact on the functioning of the international financial systems.
GT31A (GOVT 3001) (SEMESTER I)
THIRD WORLD POLITICAL THOUGHT
Department Responsible: Behavioural Sciences
Prerequisite: GT11C OR GT11D
This course examines the political thought of major Third World leaders of the post-World War II period with special attention to the Caribbean. Political thinkers include Gandhi, Nkrumah, Mao Tse-Tung, Nasser, Nyerere, CLR James, Fanon, Eric Williams, Manley, Castro and others.

GT31B (GOVT 3002) (SEMESTER II)
COMPARATIVE ETHNIC POLITICS
Department Responsible: Behavioural Sciences
Prerequisite: GT11C OR GT11D
This course examines ethnic and race relations in developed and underdeveloped countries. Special focus on Malaysia, Guyana, Fiji and Trinidad. Examination of multiculturalism.

GT31C (GOVT 3003) (SEMESTER II)
FOREIGN POLICY IN THE THIRD WORLD
Department Responsible: Behavioural Sciences
Prerequisite: GT11C OR GT11D
An examination of the foreign policy instrument as a primary means of development and survival in the Third World. The foreign policy environment is analyzed in relation to structures of imperialism, neo-colonialism and dependency.

GT32A (GOVT 3004) (SEMESTER II)
SCOPE AND METHODS IN POLITICAL ANALYSIS
Department Responsible: Behavioural Sciences
Prerequisite: GT11C OR GT11D
This course critically examines the various frameworks of analysis commonly used in policy analysis, including systems analysis, group theory, comparative method, structural functionalism, Marxist analysis, communications theory, quantitative methods, simulation and game theory among others.

GT32B (GOVT 3005) (NOT OFFERED)
COMPARATIVE FEDERALISM
Department Responsible: Behavioural Sciences
Prerequisite: GT11C OR GT11D
A comparative and problem-oriented approach to the study of the theory and practice of federalism in selected old and new states.

GT32C (GOVT 3006) (NOT OFFERED)
POLITICAL SOCIOLOGY
Department Responsible: Behavioural Sciences
Prerequisite: GT11C OR GT11D
The nature of political sociology; political anthropology; the classical thinkers; culture and politics; terrorism and military intervention; public opinion and mass communication; political socialization; leadership in new states.

GT37A (GOVT 3037) (SEMESTER I)
PUBLIC ADMINISTRATION
Department Responsible: Behavioural Sciences
Prerequisite: GT11C OR GT11D
An introduction to the theories and principles and typical practices that subsume the structure and function of state bureaucracies. This course focuses on systems of administration in the Westminster-Whitehall model.

GT37B (SEMESTER II)
COMPARATIVE PUBLIC ADMINISTRATION
Department Responsible: Behavioural Sciences
Prerequisite: GT11C OR GT11D
The emphasis is on comparing and contrasting the structures and processes of administrative systems supporting governments within a diversity of constitutional frameworks. Administrative systems in the U.K., the U.S.A. and the Commonwealth Caribbean are within the scope of this study.

GT38A (GOVT 3053) (SEMESTER I)
INTRODUCTION TO INTERNATIONAL POLITICS
Department Responsible: Behavioural Sciences
Prerequisite: GT11C OR GT11D
This course exposes students to the major concepts and theories in the study of international politics: sovereignty; national interest; power; hegemony; interdependence and non-intervention; balance of power and collective security.
GT38B (GOVT 3054) (SEMESTER II)
INTRODUCTION TO INTERNATIONAL RELATIONS IN THE CARIBBEAN
Department Responsible: Behavioural Sciences
Prerequisite: GT11C OR GT11D
Historical evolution of international relations in the Caribbean; Foundations and conduct of the foreign policies of Caribbean states; The Caribbean in the international system (regional, hemispheric, worldwide); Contemporary international problems and issues of the Caribbean area.

GT38C (GOVT 3019) (SEMESTER I)
LATIN AMERICAN GOVERNMENT, POLITICS & DEVELOPMENT
Department Responsible: Behavioural Sciences
Prerequisite: GT11C OR GT11D
This course focuses on contemporary (post 1960) Latin American development specifically in government and politics. It builds on the tenets of Comparative Politics emphasizing the several political systems and institutions that exist side by side in Latin America.

GT38D (GOVT 3020) (SEMESTER II)
POWER AND POLITICS IN LATIN AMERICA
Department Responsible: Behavioural Sciences
Prerequisite: None
The course focuses on specialized topics which impact upon and influence the power structure within the Latin American polity. To do so, however, it is necessary to contextualize the notion of power within Latin America cultures, and it is here the course will take its point of departure. The course will thus critically examine seven agents/mechanisms which directly and/or indirectly impact and affect the power structure in Latin America, with particular respect to the post 1960 era. While there are no prerequisites for this course, it may be instructive to note that this course complements the course GT38C. This latter course focuses on more generalized issues, and more so, do so in a comparative way, while GT38D focuses on specific issues which may not necessarily be generalized for the entire region. Accordingly, the topics will be treated in a more country mode of discussion.

GT39E (GOVT 3021) (SEMESTER I)
PUBLIC POLICY ANALYSIS
Department Responsible: Behavioural Sciences
Prerequisite: GT11C OR GT11D
This course sets forth the theoretical variables which influence public policy formulation and implementation. Emphasis is on the application of the systems approach to the analysis of public decisions.

GT39F (GOVT 3035) (SEMESTER II)
COMPARATIVE PUBLIC POLICY ANALYSIS
Department Responsible: Behavioural Sciences
Prerequisite: GT11C OR GT11D
This course focuses on case histories in various analytic categories of public policy analysis. Issues related to ideology and public bureaucracy; interest groups and political parties; rationality and politics are examined comparatively, especially in relation to Third World and Caribbean case histories.

GT39K (GOVT 3023) (SEMESTER I)
ADMINISTRATIVE LAW I
Department Responsible: Behavioural Sciences
Prerequisite: GT11C OR GT11D
This course traces the development of representative and responsible government in the Commonwealth Caribbean since 1945. It examines the constitutional environment and the legal framework since independence, the separation of powers and the limitations placed on the Executive and the Legislature, the administration of justice and the exercise of emergency powers.

GT39L (GOVT 3024) (SEMESTER II)
ADMINISTRATIVE LAW II
Department Responsible: Behavioural Sciences
Prerequisite: GT11C OR GT11D
This course examines the legal and constitutional effect of sovereignty in the Commonwealth Caribbean, the relationship between the citizen and the State, emergency powers and national security, the role of the Ombudsman, Parliament and parliamentary procedure, Commonwealth Caribbean Republics and their Presidents, constitutional interpretation and issues in constitutional reform.
GT40A (GOVT 4000) (SEMESTER I)
ORGANIZATIONAL THEORY AND
BEHAVIOUR I
Department Responsible: Behavioural Sciences
Prerequisite: None
The course will comprise the following topics: Behaviour; Characteristics of organizations; Classical theory; The Human Relations Movement; Characteristics of modern organizational theory; motivation and productivity; Organizational development; Organizational Theory and Behaviour.

GT40B (GOVT 4001) (SEMESTER II)
ORGANIZATIONAL THEORY AND
BEHAVIOUR II
Department Responsible: Behavioural Sciences
Prerequisite: None
This course will include the following topics: The Characteristics of Organizations; Overview of Organization and management theory; Administrative Theory and Bureaucracy; The Human Relations Movement; Modern Organizational Theory; Typologies of Organizations; Motivation; Job design and Productivity; Stress Management; Decision-making; Communication Organizational Change and Development.

GT41A (GOVT 4002) Summer Only
A STUDY OF PERSONNEL MANAGEMENT
Department Responsible: Behavioural Sciences
Prerequisite: None
This course will cover the concept and philosophy of Personnel Management: The Personnel Functions; Human Resource Development; Organization of the Personnel Management function; Relationships in Personnel Management; The Meaning and Organization of Work; Employee Needs; Inter-personal Relationships; Human Resource Selection and Development; Worker Welfare and Job Tenure; Interviewing.

GT41B (GOVT 4003) (SEMESTER II)
A STUDY OF INDUSTRIAL RELATIONS
Department Responsible: Behavioural Sciences
Prerequisite: None
This course of study looks at the concepts, attitudes and approaches to Industrial Relations: Trade Unionism; Trade Unions and the wider society; Collective Bargaining; Management-worker Conflict; Causes and patterns of strikes and their resolutions; The Role of the State in Industrial Relations.

GT41C (GOVT 4004) (SEMESTER I)
HUMAN RESOURCE MANAGEMENT
Department Responsible: Behavioural Sciences
Prerequisite: None
This course will seek to explore in greater Human Resource considerations with specific reference to the Public Sector. The following topics will be dealt with: Defining Human Resource Management; Role and function of Personnel Agencies and Service Commissions; Issues affecting Human Resource Management in the Public Sector – gender, inequality, discrimination etc.; The Role and function of the Organization and Management Division; Environmental ergonomics; Physical facility; employee safety, health and welfare; Employee assistance programme; Strategic Planning; Corruption. Training and Performance Evaluation.

GT41D (GOVT 4005) Summer Only
PUBLIC SECTOR ETHICS
Department Responsible: Faculty Office
Prerequisite: None
The aim of this course is to enable students to examine the implications of ethical decisions in organizational life. It seeks to provide managers with guidelines and theories, which link ethical issues and economic practice. The course will look at the following issues: ethical theories, the social responsibility of business, ethics and decision-making, insider trading, whistle-blowing, ethics and salesmanship and business ethics in a global environment.

GT41E (GOVT 4006) Summer Only
COMPENSATION MANAGEMENT
Department Responsible: Faculty Office
Prerequisite: None
This course will expose students to such issues as wage policy, remuneration packages, perks and bonuses, methods of evaluation, motivation, performance and morale of employees and, the legal aspects of compensation.
GT41F (GOVT 4007) Summer Only
HUMAN RESOURCE DEVELOPMENT
Department Responsible: Faculty Office
Prerequisite: None
This course is designed to further develop the material covered in the Human Resource Management course as well as to expose students to issues and techniques associated with the development of human resources in the public sector. Course coverage will include the internal and external environment as it affects human resource development, human resource decision-making, equal employment opportunities, employers and employee rights, strategic training, improving productivity and quality and, leadership and management.

GT 41G (GOVT 4008) Summer Only
INFORMATION SYSTEMS
Department Responsible: Faculty Office
Prerequisite: None
The purpose of this course is to acquaint students, lower level supervisors and managers with an introduction to information systems. The importance of information for organizations and for coping with the increasing global changes make it imperative to possess accurate data on which to base policy. The course will focus on people, data and procedures and will necessarily involve some computer techniques. Topics will include information theory, systems analysis, human and organizational communication, telecommunications and computing.

GT44D (GOVT 4009) (SEMESTER II)
FINANCIAL ADMINISTRATION
Department Responsible: Behavioural Sciences
Prerequisite: None
This course is intended to give the student a general understanding of the various aspects of public sector financial administration. The following topics will be covered: The National Budget; Recurrent and Capital Expenditure; Revenue; Financial Administration in State Enterprises/Statutory Boards; Role and function of the Auditor-General; Role and function of Treasury Division.

GT50A (GOVT 5000) (SEMESTER I)
ORGANIZATIONAL THEORY AND BEHAVIOUR
Department Responsible: Behavioural Sciences
Prerequisite: None
This course will focus on the study of organizational relationships and human behaviour in public and private enterprise; the purpose of organizations; the nature of organizations; the dynamics of organizations.

GT50B (GOVT 5001) Summer Only
ORGANIZATIONAL THEORY AND PERSONNEL MANAGEMENT
Department Responsible: Behavioural Sciences
Prerequisite: None
The nature and purpose of organizations: hierarchy in organizations, responsibility and authority in organizations, formal and informal relationships in organizations. Management by objectives: performance appraisal; policy formulation; decision-making; long range planning. Industrial-labour relations and personnel management (the making of labour relations; collective bargaining; participation; recruitment and selection; training).

GT51A (GOVT 5002) Summer Only
PUBLIC ADMINISTRATION
Department Responsible: Behavioural Sciences
Prerequisite: None
This course introduces the student to the theories and principles as well as the typical practices which subsume the structure and function of state bureaucracies. This course of study will focus principally on systems of administration in the Westminster Whitehall tradition with appropriate references to other systems of administration.
GT51B (GOVT 5003) Summer Only
DEVELOPMENT ADMINISTRATION: THE CARIBBEAN AND THIRD WORLD
Department Responsible: Behavioural Sciences
Prerequisite: None
This course is designed to provide students with an understanding of administrative systems in the Commonwealth Caribbean and the Third World generally in the context of the political, social and economic environment in which these systems operate. It focuses on the structures and processes of public administration in this region and on the problems and issues that are associated with both administrative reforms and social and economic transformation.

GT52A (GOVT 5004) (SEMESTER I)
ADMINISTRATIVE LAW I
Department Responsible: Behavioural Sciences
Prerequisite: None
This course examines the emergence of sovereign states in the Commonwealth Caribbean, their constitutional environment and the legal framework; the powers of the Executive, Parliament and the Judiciary; the judicial options available to the citizen for redress and the powers of the State to infringe the rights of the citizen.

GT52B (GOVT 5005) (SEMESTER II)
ADMINISTRATIVE LAW II
Department Responsible: Behavioural Sciences
Prerequisite: None
This course examines the legal and constitutional effect of sovereignty in the Commonwealth Caribbean; the doctrines of collective and ministerial responsibility together with the variations of the doctrine of parliamentary supremacy and the power of the courts to overrule executive and legislative action; the concept of checks and balances on the actions of the State.

GT54B (GOVT 5007) (NOT OFFERED)
METHODS OF POLITICAL RESEARCH
Department Responsible: Behavioural Sciences
Prerequisite: None
The nature, scope and objectives of scientific research in the field of social sciences; The logic, models and techniques of scientific analysis and explanation; The nature, purpose and types of research designs; The problems and techniques of data collection; The methods and techniques of data analysis, interpretation and presentation.

GT55A (GOVT 5008) Summer Only
PUBLIC ENTERPRISE
Department Responsible: Behavioural Sciences
Prerequisite: None
The objectives of this segment of the course of study of Public Enterprises are: to understand the political and social rationalizations for the establishment of public enterprises and to evaluate their importance as administrative devices in the context of both the developed world as well as the developing; to analyze the structural/functional characteristics of the principal types of organizations devised for the operation and management of public enterprises with particular attention to the implications of these characteristics for the performance and control of public enterprises.

GT55B (GOVT 5009) Summer Only
PUBLIC ENTERPRISE IN THE THIRD WORLD
Department Responsible: Behavioural Sciences
Prerequisite: None
This course is a sequel to the successful completion of the programme of study in Semester I. The focus would be on the experiences of Caribbean governments in particular and Third World governments generally in the operation of public enterprises. Special attention will be paid to (i) methodologies and mechanisms employed in planning the range of activities undertaken by public enterprises in these countries; and (ii) evaluation of their performances and their impact on the socio-economic well-being of the societies they serve.

GT54A (GOVT 5006) (NOT OFFERED)
STATISTICS
Department Responsible: Behavioural Sciences
Prerequisite: None
The nature and scope of statistics: Data collection; Testing and reliability of data; Classification and tabulation; Presentation of statistics in diagrammatic form; Frequency distributions and descriptive statistical measures; Index number theory and practice; Regression and correlation; Time series analysis; Probability theory; Estimation theory; Non-Parametric research.
GT56A (GOVT 5010) Summer Only  
LITERATURE AND
SOCIETY IN THE CARIBBEAN
Department Responsible: Faculty Office
Prerequisite: None
This course attempts to give an overview of issues in the development of Caribbean societies, using literary texts of high artistic merit to look, from a different angle, at major Caribbean issues: history, race, gender, developmental problems, independence and sovereignty.

GT56B (GOVT 5011) Summer Only  
SOCIOLOGY OF THE CARIBBEAN
Department Responsible: Faculty Office
Prerequisite: None
The purpose of this course is to provide students with a basic understanding of Caribbean sociology. Contemporary Caribbean societies are relatively young societies. These societies emerged out of the colonial encounter between Europe and peoples from other lands with their own unique characteristics. Though young, what has emerged in Caribbean societies of today are extremely complex socio-cultural formations, a situation which is accounted for in no small measure by the introduction into the region of such a wide variety of peoples of diverse origins. While clearly defining the Caribbean character of these societies, the course will also seek to explore the rich diversity of Caribbean social life.

GT56C (GOVT 5012) Summer Only  
THE GOVERNMENT AND
POLITICS OF THE CARIBBEAN
Department Responsible: Faculty Office
Prerequisite: None
The aim of this course is to provide students with an understanding of the forces that have shaped and continue to shape the politics of the region. While the major focus will be on the English-speaking Caribbean, some attempt will be made, where appropriate, to incorporate the French and Hispanic experiences.

The course will attempt to cover the following areas and issues:

• The Colonial legacy
• Models for the analysis of Caribbean politics
• Political systems in the Caribbean - presidential vs. parliamentary
• Political parties and pressure groups
• Voting behaviour
• Ethnicity and politics

GT57A (GOVT 5013) Summer Only  
CARIBBEAN ECONOMY
Department Responsible: Faculty Office
Prerequisite: None
The course seeks to introduce students to the principal aspects of the Caribbean economy. The following topics will be covered:

• Introduction to the Caribbean region: essential characteristics of the Caribbean – geographical and demographical features, quality of life, principal products, principal economic problems.

• Introduction to Caribbean economic thought: Arthur Lewis, the structural and radical schools and other currents in Caribbean economic thought.

• Developmental strategies: industrialization by invitation, state intervention, neo-liberalism economic co-operation and integration: CARIFTA, CARICOM, OECS, monetary and political unions.

• Current economic problems: crisis and debt, intervention of the multilateral organizations (IMF, World Bank) and structural adjustment, privatization and economic liberalization, the effect of the global economy.
GT57C (GOVT 5014) (SEMESTER I)
BUSINESS AND
SOCIETY IN THE CARIBBEAN
Department Responsible: Behavioural Sciences
Prerequisite: None
This course attempts to delineate and analyze some of the major factors affecting business enterprise in the Caribbean. The emphasis is on economic and social trends within the Caribbean region in relation to problems such as fiscal policy, social structure, business ethics, labour relations and the relations of the Caribbean within international institutions such as INAF, IBRD and GATT, along with the issue of technology.

GT57D (GOVT 5015) Summer Only
INTERNATIONAL RELATIONS OF THE
CARIBBEAN
Department Responsible: Faculty Office
Prerequisite: None
The course is designed to give students an appreciation for the set of attributes, values, structures and processes that shape relations between the Caribbean and other actors within the world-system. Specific attention will be given to the historic origins and contexts of the varied interactions and transactions that have contributed to the present form of the world-system and the specificity of the Caribbean in it.

While the principal focus of the course will be on the Commonwealth Caribbean, the affairs of the wider region will not be neglected. The role of countries such as Cuba, Haiti and the Dominican Republic in the international relations of the Caribbean will be discussed to illustrate diversity as well as commonality.

Topics to be covered will include:
- International relations of the Caribbean: A perspective
- Attributes and determinants of Caribbean international relations
- Intra-Caribbean relations: The quest for integration.

HM 20A (NOT OFFERED)
PROPERTY AND FACILITIES MANAGEMENT
Department Responsible: Management Studies
Prerequisite: HTM 228*
This course provides the opportunity for students to explore the management of the physical product and the implications for service management. Students will also examine the range of maintenance and refurbishment policies, engineering policies, environmental and energy commonly encountered in the management of accommodation. The course also investigates the multi-faceted nature of the Rooms Division and looks at the different systems of accommodation management to be found in the range of accommodation types. Legislation relating to property management and space requirements will also be discussed.
*TTHTI course

HM20B (NOT OFFERED)
HOTEL AND RESTAURANT MANAGEMENT
Department Responsible: Management Studies
Prerequisite: HTM 228*
This course is intended to provide the grounding necessary to allow students to: (a) identify the factors that make the difference between success and failure in the accommodation and restaurant business; (b) develop a marketing plan to attract customers; (c) design and price a menu for maximum promotional effect; (d) provide service to the customer that will make them want to return; (e) design the front office to add to the customer experience; (f) design the back of the house to increase employee productivity; (g) develop procedures for effective purchasing, receiving, storing and issuing of items; (h) prevent food-borne diseases; (i) analyze financial statements systematically to determine the profitability of the operation; (j) efficiently staff the operations with quality employees.
*TTHTI course
HM22A (SEMESTER II)
CRUISE LINE OPERATIONS AND MANAGEMENT
Department Responsible: Management Studies
Prerequisites: None
The cruise industry is one of the fastest growing sectors in the tourism and hospitality field. This course is designed to give students a comprehensive overview of the cruise industry. Some of the main topics to be discussed include:

- Cruise history and evolution
- The relationship between cruise and other segments of the hospitality industry
- Identification of trends and shifts in the cruise industry/market
- Operating and maintenance procedures
- Sales and Marketing
- Ship profiles and itineraries
- Impacts of cruise industry
- Career opportunities

HM30A (HOTL 3000) (SEMESTER I)
RESORT PLANNING AND DEVELOPMENT
Department Responsible: Management Studies
Prerequisite: HM20A
This course will explore the resort development patterns from a historical to a present day perspective. It will also examine the management of resorts with special emphasis on all-inclusive resorts. Marketing and needs assessment of consumers are included in the topics covered.

HM30B (HOTL 3001) (SEMESTER I)
MEETINGS AND CONVENTION MANAGEMENT
Department Responsible: Management Studies
Prerequisite: HTM 226*
This course will examine the planning, arranging and organization of conventions, meetings and expositions. The focus will be on the role and the relationship of the major players in the convention, meeting and exposition industry and its importance in the overall hospitality industry.

HM30C (HOTL 3002) (NOT OFFERED)
MANAGEMENT OF QUALITY
Department Responsible: Management Studies
Prerequisite: None
The aim of this course is to sensitize hospitality and tourism management students to the critical importance of service excellence and professionalism in the hospitality and tourism industry. The course examines the service characteristics of hospitality and tourism systems and the implications of these characteristics on the design, operations and management of such systems. Topics to be covered include the nature of the service process, understanding the service encounter, defining and meeting the service expectations and delivery. Problems of service delivery, personal problems, motivation, training, stress, seasonality and quality control will also be emphasized.

HM33B (SEMESTER II)
HOSPITALITY AND TOURISM RESEARCH PROJECT
Department Responsible: Management Studies
Prerequisites: All core courses of the Hospitality option to date
The course objective is to involve students with strategic management process as it applies to the hospitality and tourism industry. It seeks to develop a critical approach to theoretical and practical aspects of strategic management, particularly focusing on the process, content and context of strategy. The wide-ranging debate on the variety of approaches to strategic management is investigated. Students are encouraged to tackle complex issues, understand the inter-related aspects of organizational change, and develop solutions to multi-faceted problems. The rich academic literature is explored, but with a consistent view of the importance of applying theory in a number of different business contexts.
HM35A (HOTL 3003) (NOT OFFERED)
ENTERTAINMENT MANAGEMENT
Department Responsible: Management Studies
Prerequisite: None
This course covers the types of live entertainment and logistics of special events management – crowd control, special effects, lighting, decorations, sound and protocol for fairs, festivals, sporting events and grand openings.

This course will also introduce the student to the planning and organization of different aspects of entertainment. The role of the hotel entertainment director, the role of the producer/presenter, with emphasis on contracts with performers, unions, agents and managers will be covered. Copyright laws and immigration laws as they relate to performers will also be covered.

MS12A (MGMT 1001) (SEMESTER I)
INTRODUCTION TO MANAGEMENT
Department Responsible: Management Studies
Prerequisite: None
The objectives are to expose students to the process of management in both profit and non-profit organizations, to stimulate students to think of managerial issues from both local and global perspectives and to introduce students to ethical and environmental considerations in business.

MS13A (SEMESTER II)
INTRODUCTION TO BANKING
Department Responsible: Management Studies
Prerequisite: None
This course is concerned with basic concepts, theories and issues involved in banking. Its first part is mainly descriptive: organizational structure of financial institutions, regulatory framework, banker/customer relationship, services provided by banks; Its second part tackles managerial issues, as risk management. On the other hand, it does not tackle hedging risk with derivatives nor banking crises. The topic of banking in connection with monetary policy is merely sketched.

MS15E (ACCT 1002)
(SEMESTER I & SEMESTER II)
INTRODUCTION TO FINANCIAL ACCOUNTING
Department Responsible: Management Studies
Prerequisite: None
An introductory course designed for students of accounting and those in other areas of study. It aims at providing a practical and a theoretical understanding of the principles and concepts involved in the preparation of financial statements. Students are exposed to a conceptual analytical approach with the aim of improving their critical thinking and communicative skills.

MS15F (ACCT 1003)
(SEMESTER I & SEMESTER II)
INTRODUCTION TO COST AND MANAGERIAL ACCOUNTING
Department Responsible: Management Studies
Prerequisite: None
Co-requisite: MS15E
This is an introductory course for students of accounting as well as other areas of study. It aims to acquaint them with the uses of accounting information and techniques useful to the manager in planning, decision-making and controlling organizational activities.

MS20A (SEMESTER I & SEMESTER II)
PRINCIPLES OF MARKETING
Department Responsible: Management Studies
Prerequisites: EC10D and MS15E
This course is intended to provide students with the conceptual framework and analytical skills necessary for the analysis of markets and marketing activities of firms in a dynamic environment.
MS20D (SEMESTER I)  
CONTEMPORARY HOSPITALITY AND TOURISM TRENDS  
Department Responsible: Management Studies  
Prerequisite: GE 154*  
The course will provide an investigation of current trends in the hospitality and tourism industry at the local and regional levels and their effects on the Caribbean. Students will use a variety of resources to follow the development of these trends. They will also explore issues and problems as they develop and examine possible applications and solutions.  
*TTHTI course

MS21B (MGMT 2006)  
(SEMESTER I & SEMESTER II)  
MANAGEMENT INFORMATION SYSTEMS I  
Department Responsible: Management Studies  
Prerequisite: None  
This course provides an overview of Management Information Systems. It describes the components of Management Information Systems and the relationship of MIS to the larger area of Organization and Management. Information Systems Technology is covered.

MS21E (MGMT 2007) (SEMESTER I)  
INTRODUCTION TO E-COMMERCE  
Department Responsible: Management Studies  
Prerequisites/Co-requisites: MS20A and MS21B  
This course aims to prepare students with the requisite fundamentals to enable them to provide the business perspective/inputs to the e-commerce adoption process. Emphasis will be on the underlying commercial principles of e-commerce rather than the technological processes. Topics to be covered include: Internet Demographics; Internet Business Models; Customer Support Strategies; Security Issues in E-commerce; Legal Issues in E-commerce; Logistical Challenges for Caribbean E-commerce.

MS22A (MGMT 2008)  
(SEMESTER I & SEMESTER II)  
ORGANIZATIONAL BEHAVIOUR  
Department Responsible: Management Studies  
Prerequisite: SY13E OR MS12A  
This course uses the systems approach to organizations to highlight how interrelated variables such as people, technology, task, structure and external environments impact on organizational effectiveness. Emphasis is on the nature of behavioural issues and how and why they impact on the functioning of organizations.

MS22G (MGMT 2009) (SEMESTER I)  
SOCIOLOGY OF SPORT  
Department Responsible: Management Studies  
Prerequisite: MS12A or SY13E and normally open only to students pursuing the Sports Management Major or Minor.  
This course will acquaint students with the relationship between sport and the society in which it is embedded. Sociological concepts and theories will be used to examine the following issues: the role of sport in advancing social struggle and challenging various forms of inequality and domination; the role of sport in the wider development process; commercialization of sport; the organization of sport in the Caribbean; deviance in sport; sport and gender issues.

MS22M (MGMT 2010) (SEMESTER II)  
INTRODUCTION TO SPORTS MANAGEMENT  
Department Responsible: Management Studies  
Prerequisite: None  
This course is designed to introduce the student to the sport administration field. Students will be made aware of the career options available to them in the sport management profession and learn about the types of skills, ability and knowledge that is required by sport administrators whether they are managing amateur or professional sport programmes, running events, marketing sporting goods or designing athletics or physical education programmes.
MS23B (MGMT 2011) (SEMESTER II)  
CARIBBEAN BUSINESS ENVIRONMENT  
Department Responsible: Management Studies  
Prerequisites: EC10D and EC10F  
The structure and functioning of Caribbean economies and societies as they affect enterprise management. Special emphasis will be given to ethical and environmental considerations in the conduct of business as well as to the sociological, political and legal framework within which Caribbean business is conducted.

MS23C (MGMT 2012) (SEMESTER I)  
QUANTITATIVE METHODS  
Department Responsible: Management Studies  
Prerequisites: EC10F and EC141  
This course is an introductory level survey of quantitative techniques commonly used to provide insight into business decisions. The primary emphasis is on preparing the student to become an intelligent user of these techniques.

MS24B (SEMESTER I)  
BANKING LAW  
Department Responsible: Management Studies  
Prerequisites: MS13A  
This course is concerned with all aspects of the law, which affect bankers (both statute law and common law), with special emphasis on the relationship with their customers.

MS24C (SEMESTER II)  
BANKING RISK MANAGEMENT  
Department Responsible: Management Studies  
Prerequisites: MS13A and MS28D  
This course is concerned with current banking practices that control different kinds of risk. It explores the management of bank lending, securities, capital, liabilities, and liquidity; and discusses regulation, competition, policy, and internal bank management.

MS25A (SEMESTER I)  
INTERMEDIATE FINANCIAL ACCOUNTING I  
Department Responsible: Management Studies  
Prerequisite: MS15E  
This course is designed for students who are considering careers in accountancy. Materials covered in the introductory course are continued and extended with the objective of obtaining an in-depth understanding of modern accounting.

MS25B (ACCT 2015) (SEMESTER II)  
INTERMEDIATE FINANCIAL ACCOUNTING II  
Department Responsible: Management Studies  
Prerequisite: MS25A  
This course is a continuation of the intermediate accounting programme commenced in MS25A. It is designed for students who are considering careers in accountancy. Materials covered in the introductory course are continued and extended.

MS25C (ACCT 2017) (SEMESTER I)  
MANAGEMENT ACCOUNTING  
Department Responsible: Management Studies  
Prerequisites: MS15E and MS15F  
The course explains how managerial accounting information is used by managers in manufacturing, retail, service and not-for-profit organizations to anticipate the future and monitor the activities of the business.

MS25D (ACCT 2016) Summer only  
FINANCIAL ACCOUNTING FOR BUSINESS DECISIONS  
Department Responsible: Management Studies  
Prerequisite: None  
This course is designed for students who have not completed MS15E and MS15F. It provides a practical and theoretical understanding of the principles and concepts involved in the preparation of financial statements.

MS25E  
COST AND MANAGERIAL ACCOUNTING (NOT OFFERED)  
Department Responsible: Management Studies  
Prerequisite: None  
This course is designed for students who have not completed MS15E and MS15F. The focus is on Management Planning and Control. Business students and managers will understand the relevance of the more traditional accounting topics to business decisions.
MS25H (SEMESTER I)
COST AND MANAGEMENT ACCOUNTING
Department Responsible: Management Studies
Prerequisite: MS15F
This course continues and extends the principles and concepts of management accounting covered in the introductory course. The student is exposed to a more in-depth understanding of current theory and practice.

MS26A (SEMESTER II)
MANAGERIAL ECONOMICS
Department Responsible: Management Studies
Prerequisites: EC10D and EC141
This course is concerned with the application of economic principles and methodologies to the decision-making process of the business firm operating under conditions of risk and uncertainty. Emphasis is also placed on the firm’s competitive strategy.

MS27A (MGMT 2021)
(SEMESTER I & SEMESTER II)
BUSINESS LAW
Department Responsible: Management Studies
Prerequisite: None
The main focus of this course is the general principles of the law of contract, the law of Agency as well as other related areas of interest like the Sale of Goods Act and the Hire Purchase Act 1938 and 1954. Background material covers the role and function of the law in society, the sources of the law, the legal system etc.

MS27E (MGMT 2022) (SEMESTER II)
THE LAW AND SPORT
Department Responsible: Management Studies
Prerequisite: MS22M and normally open only to students pursuing the Sports Management Major or Minor.
This course is designed to provide students with a general understanding of the functioning of the Legal System with particular reference to the potential problems likely to be faced by those involved with Sport and Physical Education. Students will review and analyze judicial opinions on legal issues that have frequently arisen in situations involving organized sports. Generic legal issues affecting sporting providers and participants such as health and safety, contracts and licensing will be explored.

MS28D (MGMT 2023)
(SEMESTER I & SEMESTER II)
FINANCIAL MANAGEMENT I
Department Responsible: Management Studies
Prerequisites: MS15E and EC141
This course is concerned with the core concepts of financial decision-making: the time-value of money, the cost of capital and trade-offs between risk and return. Students should develop a thorough understanding of these basic concepts and how to apply them in real-world examples.

MS28G (MGMT 2025) (SEMESTER II)
FISCAL MANAGEMENT IN SPORT
Department Responsible: Management Studies
Prerequisites: MS15E and MS15F and normally open only to students pursuing the Sports Management Major or Minor.
This course emphasizes the basic decision-making tools and analytical processes involved in the financing of sporting events: the evaluation of short term financing instruments versus long term financing instruments, cash flow statement analysis, cost control and asset management decisions, ticket pricing and the preparation and analysis of pro forma statements for profitability planning.

MS28E (MGMT 2024) (SEMESTER II)
MONEY AND CAPITAL MARKETS
Department Responsible: Management Studies
Prerequisites: EC10F and EC160
This course is concerned with the institutions through which financial transactions take place and the mechanisms in use for effective operation of these institutions. Students should develop a thorough understanding of Trinidad and American institutions and how businesses use them.

MS30A (MKTG 3000) (SEMESTER I)
MARKETING MANAGEMENT
Department Responsible: Management Studies
Prerequisite: MS20A
This course is concerned with the development of the student’s marketing decision-making skills and communication effectiveness. It is case-based, and students are expected to undertake a marketing project based on fieldwork.
MS30B (MKTG 3001) (SEMESTER II)  
INTERNATIONAL MARKETING  
MANAGEMENT  
Department Responsible: Management Studies  
Prerequisite: MS20A  
This course focuses on the techniques and strategies necessary to develop marketing plans for the international marketplace.

MS30C (MKTG 3002) (SEMESTER I)  
MARKETING RESEARCH  
Department Responsible: Management Studies  
Prerequisites: MS20A and MS23C  
This course focuses on the design and execution of market research projects and the presentation of results in a form useful for decision makers.

MS30D (MKTG 3007) (SEMESTER II)  
MARKETING PLANNING  
Department Responsible: Management Studies  
Prerequisites: MS20A, MS23C and MS28D  
The intention is to equip students with the tools necessary for effective marketing planning in the public and private sectors. Analytical methods and data sources necessary in defining competition, analyzing an industry and customers, and forecasting market potential is covered in depth. Students are expected to develop an actual marketing plan as a coursework project.

MS30M (MKTG 3010) (SEMESTER I)  
INTEGRATED MARKETING COMMUNICATION  
Department Responsible: Management Studies  
Prerequisite: MS20A Principles of Marketing  
The integrated marketing communication concept; the role of integrated marketing communication in the marketing process; the communication process; goals and objectives setting; budgeting; creative strategy planning and development; the role of advertising agencies and other marketing communication organizations; media selection; the integrated marketing communication mix elements; the measurement of effectiveness; quantitative and qualitative research in integrated marketing communication; the regulatory framework.

MS31B (MGMT 3011) (SEMESTER I)  
MANAGEMENT INFORMATION SYSTEMS II  
(Analysis and Design)  
Department Responsible: Management Studies  
Prerequisite: MS21B  
This course addresses the need for managers to understand the requirements for Information Systems, to participate in the design of systems and to manage the procurement of systems.

MS31D (MGMT 3013) (SEMESTER II)  
DATABASE DESIGN AND BUSINESS APPLICATION  
Department Responsible: Management Studies  
Prerequisite: MS21B  
This course examines the use of database systems in Business, the design of database systems, and their particular strengths for strategic management.

MS31H (MGMT 3016) (SEMESTER II)  
E-COMMERCE SITE DESIGN AND IMPLEMENTATION  
Department Responsible: Management Studies  
Prerequisites: MS20A, MS21B AND MS21E  
This course is intended to teach students how to create and manage e-commerce enabled websites. Topics to be covered include: Usability Testing; Graphic Programs; Developing in Hypertext Mark up Language (HTML); Microsoft FrontPage (XML); Creating On-Line Catalogues; Creating Payment Gateways; Implementing Transaction Security.
MS31E (MGMT 3014) (NOT OFFERED)  
MANAGEMENT MICROCOMPUTER APPLICATIONS  
Department Responsible: Management Studies  
Prerequisite: MS21B  
A practical course to prepare students for the use of computers in the workplace. The focus is on the use of microcomputer software packages in Management.

MS31G (ACCT 3015) (NOT OFFERED)  
ACCOUNTING INFORMATION SYSTEMS  
Department Responsible: Management Studies  
Prerequisite: MS21B  
This course provides an in-depth examination of the use of information in the Accounting and Financial Management functions of an organization. The development and application of information technology used in this field is studied. Practical training using current Accounting and Financial Analysis software is provided.

MS32A (MGMT 3017) (SEMESTER I)  
HUMAN RESOURCE MANAGEMENT  
Department Responsible: Management Studies  
Prerequisite: MS22A  
This course provides participants with a broad overview of issues pertaining to human resource management with special reference to the Caribbean environment.

MS32B (MGMT 3018) (SEMESTER II)  
INDUSTRIAL RELATIONS  
Department Responsible: Management Studies  
Prerequisite: MS22A  
Co-requisite: MS32A  
This course covers areas like the origins and development of trade unions and employer associations, systems of industrial relations in the Commonwealth Caribbean, collective bargaining, contract administration and disputes settlement procedures, nature and causes of industrial conflict, Labour and the Law, public policy and industrial relations and other topical issues in industrial relations.

MS32D (MGMT 3020) (NOT OFFERED)  
ORGANIZATIONAL THEORY  
Department Responsible: Management Studies  
Prerequisite: MS12A OR SY13E  
Organizations permeate all aspects of our life - society as a whole, and the economy. This course seeks to help the student understand how and why organizations are structured the way they are.

MS32E (MGMT 3022) (SEMESTER II)  
ORGANIZATIONAL DEVELOPMENT  
Department Responsible: Management Studies  
Prerequisites: MS12A OR SY13E and MS22A  
The objectives of this course are to evaluate the various theoretical underpinnings and practical applications of Organization Development (O.D); to develop participants’ skills in diagnosing problem areas, recommending and implementing appropriate strategies for change in organizations; to examine the various implications of change for the organization and employees.

MS32H (MGMT 3024)  
(SEMESTER I & SEMESTER II)  
BUSINESS COMMUNICATION  
Department Responsible: Management Studies  
Prerequisite: None  
Business Communication is designed to expose students to the various forms and techniques of written, oral and interpersonal communications, in business and management. Emphasis is on group and individual practice and application in a variety of simulated and actual business situations.

MS32K (MGMT 3025) (SEMESTER II)  
HUMAN RESOURCE DEVELOPMENT  
Department Responsible: Management Studies  
Co-requisite: MS32A  
This course is designed to expose students to the issues, techniques and skills associated specifically with the training and development function in organizations. It will expand on the Human Resource Development module covered in the capstone Human Resource Management course.
MS32M (MGMT 3026) (SEMESTER I)
HUMAN RESOURCES MANAGEMENT IN SPORTS
Department Responsible: Management Studies
Prerequisites: MS12A, MS22M and normally open only to students pursuing the Sports Management Major or Minor.
This course will focus on the Human Resource Management challenges likely to be faced by management professionals in the field of sport. Emphasis will be placed on developing skills in selecting, motivating, evaluating and rewarding personnel in sports. Attention will also be focused on the management of volunteers, job analysis and design, employee empowerment, the management of diversity and dealing with problem employees.

MS32N (MGMT 3027) (SEMESTER II)
SPORTS MARKETING AND PUBLIC RELATIONS
Department Responsible: Management Studies
Prerequisite: MS20A or approval of the Head, Department of Management Studies. This course will normally be open only to students pursuing the Sports Management Major or Minor.
Integrating the unique product characteristics of sport with traditional marketing theory, this course aims to develop a framework for strategic decision making in the field of Sports Marketing and Public Relations. Emphasis will be placed on the identification of market opportunities, the strategies to be used in exploring these opportunities and the establishment of mechanisms for on going education and adjustments of strategies. Topics to be covered include: sports consumer behaviour; sport market segmentation; promotional strategies; sponsorship; market research; pricing strategies; promotional strategies; public relations and publicity.

MS32P (MGMT 3028) (SEMESTER I)
PHYSICAL RESOURCE MANAGEMENT IN SPORT/FACILITY PLANNING AND MANAGEMENT
Department Responsible: Management Studies
Prerequisites: MS22M, MS27E and MS28G and normally open only to students pursuing the Sports Management Major or Minor.
This course will focus on the planning and management of sport and recreational facilities. Topics to be covered include: planning the sports facility (accessibility, parking, geographic location); the facility layout; the facility image (appearance, amenities offered, personnel); blue printing the service delivery system; the management of risk at sport facilities; feasibility study; marketing of the sport facility and ticket sales strategy.

MS32R (MGMT 3029) (SEMESTER II)
INTERNSHIP IN SPORT
Department Responsible: Management Studies
Prerequisites: Completion of Level II of the Sports Management Programme.
This internship is designed to expose the student to the real-world sport management setting and will provide a bridge between academic studies and practice. During their attachment to the various organizations, students will work under the supervision of appropriate professionals and will be required to prepare a written report/paper based on their experience and incorporating relevant theory provided in other courses. Students may work within a variety of sports settings, however, the chosen field must have prior approval from the Sport and Physical Education Centre and/or the Department of Management Studies.

MS33A (MGMT 3030) (NOT OFFERED)
SMALL BUSINESS MANAGEMENT
Department Responsible: Management Studies
Prerequisites: MS22A, MS20A and MS28D
This course focuses on the critical issues relating to Small Business Management particularly in the context of the Caribbean environment.
MS33B (MGMT 3031)  
(SEMESTER I & SEMESTER II)  
BUSINESS STRATEGY AND POLICY  
Department Responsible: Management Studies  
Prerequisites: Any Five Level II core Management courses  
This is an integrative course designed to use the knowledge and competence developed in other courses in the solution of general management problems.

MS33C (MGMT 3032) (SEMESTER II)  
ENTREPRENEURAL STUDIES  
Department Responsible: Management Studies  
Prerequisites: MS22A, MS28D, BC 222* and BC 223*  
Students will be exposed to the following topics: Perspective in Entrepreneurship; the Entrepreneur’s mind, the Entrepreneurial Manager; the New Venture Team; New Venture Ideas; Recognizing, shaping and evaluating opportunities; The Start up Process; Valuation Techniques; the Organization Plan; The Business Plan for Raising Capital and Guiding Growth; Alternative Sources of Financing and Obtaining Capital; Deal Structuring; Purchasing a Business; Franchising; Managing Growth.  
*TTHTI course

MS33K (MGMT 3035) (SEMESTER I & II)  
ETHICS IN BUSINESS  
Department Responsible: Management Studies  
Prerequisite: None  
This course aims to expose students to the knowledge and skills necessary to think through difficult ethical decisions encountered in organizational life and to make responsible decisions. It seeks to develop standards of professionalism that will allow the practitioner to identify, analyze and resolve ethical issues in business decision-making.

MS34B (MGMT 3037) (SEMESTER II)  
INTERNATIONAL BUSINESS MANAGEMENT  
Department Responsible: Management Studies  
Prerequisites: EC10D AND EC10F, AND MS28D OR MS20A  
Exploration of the regulatory and institutional framework for international trade in commodities and services. An examination of the economic, financial, marketing and management dimension of international business.

MS34C (MGMT 3062) (SEMESTER II)  
COMPENSATION MANAGEMENT  
Department Responsible: Management Studies  
Prerequisite: MS22A  
Co-requisite: MS32A  
The objective of this course is to familiarize students with the following: theories of compensation; organization policies and its impact on compensation; behavioural effects of compensation plans.

MS34D (SEMESTER I)  
ADVANCED BANKING LAW  
Department Responsible: Management Studies  
Prerequisites: MS24B & MS27A  
This course is a following-up of “Banking law “ and takes into account the considerable changes in banking law, regulation and practice that have taken place in recent years. It puts a special emphasis on financial markets: New technology has revolutionized the nature and threatened the existence of traditional stock and exchanges; the course analyzes how exchanges have responded to developments in automation, and the resultant laws and their enforcement.

MS34E (SEMESTER II)  
BANK TREASURY MANAGEMENT  
Department Responsible: Management Studies  
Prerequisites: MS13A & MS24C  
This course is concerned with money market, foreign exchange and capital market business from the point of view of the bank. It covers treasury management of financial services institutions; banking and investment supervision and regulation; market practice and procedures.

MS34G (SEMESTER II)  
CREDIT ANALYSIS AND LENDING  
Department Responsible: Management Studies  
Prerequisites: MS13A, MS 24C & MS28D  
This course covers the principles and practice of:  
1. Business Lending: risk management at portfolio level; the principles of business lending: credit monitoring, control and recovery; borrowing requirements and credit risks associated with differing types of business; specialist services relevant to a lending situation;  
2. Consumer credit: the effective management of risk with the broadening of lending facilities to individual (non-business) customers.
MS35F (ACCT 3041) (SEMESTER I)  
ADVANCED ACCOUNTING  
Department Responsible: Management Studies  
Prerequisite: MS25B  
This course deals with specific topics of advanced accounting theory and reporting. Emphasis is placed on specific issues that often face senior management personnel as well as the professional accountant.

MS35J (ACCT 3040) (SEMESTER II)  
ACCOUNTING THEORY  
Department Responsible: Management Studies  
Prerequisite: None  
Co-requisite: MS35F  
This is a course for students specializing in accounting. Its main objective is to develop the students’ understanding of the theoretical underpinnings of the contemporary approach to financial reporting, together with the political and pragmatic considerations in the development of its framework and standards.

MS35K (ACCT 3039) (SEMESTER II)  
ADVANCED MANAGERIAL ACCOUNTING  
Department Responsible: Management Studies  
Prerequisite: MS25H  
Co-requisite: MS35F  
The course integrates topics covered in previous accounting courses as well as related fields of finance, managerial economics, quantitative analysis and M.I.S.

MS36D  
AUDITING II (NOT OFFERED)  
Department Responsible: Management Studies  
Prerequisite: None  
Co-requisite: MS36B  
The course seeks to encourage students to develop a questioning attitude and to provide them with a thorough understanding of auditing that will allow them to deal with the problems that confront them as the auditing environment continues to change.

MS37B (MGMT 3046) (SEMESTER I)  
COMPANY LAW  
Department Responsible: Management Studies  
Prerequisite: None  
Partnership and Company law. Proceedings against partners and proof of partnership and separate debts in bankruptcy. Companies registered under the relevant legislation in force in the Caribbean area. Formation and flotation, ultra vires. Meetings and resolutions.

MS38D (MGMT 3050) (SEMESTER II)  
INVESTMENT AND ANALYSIS  
Department Responsible: Management Studies  
Prerequisite: MS28D  
This course discusses investment functions and explains the nature of the decision-making process. It provides a frame of reference in which the students can make a value judgement based upon returns and risks of investment. The course is designed to bring the principles of investment and good theory into the practical decision-making process.

MS38E (SEMESTER II)  
TAXATION I  
Department Responsible: Management Studies  
Prerequisite: None  
This course provides an overview of the methods that governments use to raise revenue through taxation. The role that taxation plays in society in the developed countries and underdeveloped countries is examined.
**MS38G (Semester I)**
**PROJECT ANALYSIS AND FINANCE**
Department Responsible: Management Studies
**Prerequisites:** MS23C and MS28D
This course is concerned with the formulation of projects and the evaluation of their profitability from both the private and social viewpoint.

**MS38H (MGMT 3048) (Semester I)**
**FINANCIAL MANAGEMENT II**
Department Responsible: Management Studies
**Prerequisites:** MS28D and MS26A
This course is concerned with the major skills needed for a senior financial officer with respect to short-term financial operations (working capital management and financing) and long-term financial operations (capital structure, financing options) and introduces some international finance issues. Students will learn how to apply their learning in real-world examples.

**MS38K (NOT OFFERED)**
**TAXATION II**
Department Responsible: Management Studies
**Prerequisite:** None
**Co-requisite:** MS38E
This course introduces the student to tax management practices for individuals, sole proprietors and corporations and exposes students to specialist tax areas.

**MS38L (MGMT 3055) (Semester I)**
**APPLIED TOPICS IN CORPORATE FINANCE**
Department Responsible: Management Studies
**Prerequisites:** MS28D and MS38H
This capstone course applies the basic financial theory covered in Financial Management I and II to the solution of real world issues encountered by financial managers. The CASE METHOD is used to enhance the students’ ability to develop business judgement in financial issues and to enable the development of plans that are implementable.

**MS38M (MGMT 3054) (NOT OFFERED)**
**CAPITAL BUDGETING**
Department Responsible: Management Studies
**Prerequisites:** MS28D and MS38H
This course is concerned with developing the finance skills learned in Financial Management I and II in the area of Capital Budgeting. Students will be familiar with procedures to evaluate the correct cost of capital and how to evaluate appropriate cash flows and correctly analyze them.

**MS38N (MGMT 3053) (Semester II)**
**INTERNATIONAL FINANCIAL MANAGEMENT**
Department Responsible: Management Studies
**Prerequisites:** MS28D and MS28E
This course is concerned with broadening the understanding of financial techniques and Financial Markets in a wider geographic context. Students will gain knowledge of International Financial Markets and learn how to analyze multi-currency issues.

**MS38Q (Semester II)**
**DERIVATIVES MARKETS**
Department Responsible: Management Studies
**Prerequisites:** MS28D and EC24C
The purpose of this course is to provide the students with the necessary skills to value and to employ options, futures, and related financial contracts. In order to provide a useful treatment of these topics in an environment that is changing rapidly, it is necessary to stress the fundamentals and to study some important applications. The topics that will be covered are:

- Futures Markets and Their Applications, including the pricing and the use of futures contracts on stock indices, on commodities, and Treasury instruments;
- Options Markets and Their Applications, covering the valuation and use of options, including a discussion of the empirical evidence and dynamic asset allocation strategies;
- Swaps, Complex Derivatives, Structed Securities including several cases, and the use (and misuse) of derivatives in the context of corporate applications.
MS39D  (NOT OFFERED)
ENTREPRENEURSHIP AND
NEW VENTURE MANAGEMENT
Department Responsible: Management Studies
Prerequisites: MS28D, MS20A, MS25C and MS22A

MS39M (MGMT 3057) (SEMESTER I)
PRODUCTION AND OPERATIONS
Department Responsible: Management Studies
Prerequisite: MS23C
This course is intended to present students with an up-to-date view of primary activities of the production/operations functions in organizations. The production/operations function is an area of management that has a profound effect on efficiency, productivity and the quality of our daily lives. Focusing on Caribbean economies, the course will examine the resources that are required in the production of goods and services and illustrate the method of their acquisition, utilization, and upkeep. The topics to be covered will be shown to apply not only to the manufacturing sector but to the service sectors as well such as banks, hospitals, etc.

MS39P (MGMT 3060) (SEMESTER II)
OPERATIONS, PLANNING AND CONTROL
Department Responsible: Management Studies
Prerequisite: MS39M
Building on the earlier course in Production and Operations Management, this course is intended to illustrate the array of planning and control techniques available to management to ensure the maximum productivity, quality, efficiency and profitability of the various operation systems involved in the production of goods and services.

MS41A Summer only
MATHEMATICS FOR COMPUTING
Department Responsible: Faculty Office
Prerequisite: None
This course seeks to introduce the student to mathematical techniques that will be useful for computer operations. The course provides a good foundation for courses in Levels I and II of the CMIS programme. Course coverage will include simple arithmetic, percentages and powers, base numbers, fixed-length computer calculations, floating-point numbers, basic statistics, probability, calculating averages, measures of spread or dispersion, algebraic terminology and simple manipulations, solving equations, use of graphs for estimation, sets and Venn diagrams, Boolean algebra and use of logic, arrays and, error and its control.

MS41B Summer only
FOUNDATIONS OF INFORMATION TECHNOLOGY
Department Responsible: Faculty Office
Prerequisite: None
The course exposes the student to the basics of computer literacy, the types of computers (microcomputers, minicomputers, mainframes, supercomputers) and computer components (hardware and software). Additional topics that will be covered include information storage and accessing data, main memory and types of memory, input and output devices, secondary storage, systems software (operating systems, language translators, utility programs), application evaluation and viruses. In addition, students will be exposed to software such as DOS, WINDOWS, WORDPERFECT/MICROSOFT WORD, LOTUS/EXCEL, and DBASE/ACCESS.

MS42A Summer only
DESIGNING INFORMATION SYSTEMS I
Department Responsible: Faculty Office
Prerequisite: None
This course introduces students to the people in information systems (the project team), structured design concepts, the systems development life cycle, systems analysis (problem definition, feasibility study and logical design), systems design (data descriptions, systems flowcharts, hardware and software specifications). Students will be required to do a project.
**MS42B Summer only**
*INFORMATION SYSTEMS IN BUSINESS*
Department Responsible: Faculty Office
Prerequisite: None
The course is geared towards giving students an understanding of information systems, the various types of information systems and their uses, and the people involved in the creation of information systems. Students will therefore cover topics such as the data processing cycle, the need for information, functions and levels of management: the decision-making process - types of management decisions. There will also be further use of DOS, WINDOWS, WORDPERFECT or MICROSOFT WORD, LOTUS or EXCEL, and DBASE/ACCESS.

**MS42C Summer only**
*COMMUNICATION FOR BUSINESS*
Department Responsible: Faculty Office
Prerequisite: None
This course is intended to expose students to various forms of business communication, both verbal and nonverbal. Upon completion of the course, students should be able to prepare summaries, business letters, reports, essays, projects and papers and also make oral presentations.

**MS43A Summer only**
*DATA COMMUNICATION AND DISTRIBUTED DATA PROCESSING*
Department Responsible: Faculty Office
Prerequisite: None
Topics to be covered include the transmission of data and transmission media, data communication conventions, managing communication traffic, communication networks (e.g. LANs, WANs), centralized and distributed data systems and distributed data.

**MS43B Summer only**
*DATA STORAGE AND MANAGEMENT*
Department Responsible: Faculty Office
Prerequisite: None
This course exposes students to the following topics: storage technology (magnetic tape, magnetic disk, optical disk), file organization: (sequential, direct), data management and database management systems (DBMS), types of DBMS and DBMS software, organizational and procedural controls in DBMS design and use, and DBMS evaluation. This course has a project component.

**MS43C Summer only**
*DESIGNING INFORMATION SYSTEMS II*
(Prerequisite: Designing Information Systems I)
Department Responsible: Faculty Office
Students will be exposed to systems development and systems implementation, systems maintenance, prototyping, computer-aided software engineering and CASE methodology, program designs and program writing, and programming languages.

**PS11B (PSYC 1004) (SEMESTER II)**
*INTRODUCTION TO SOCIAL PSYCHOLOGY*
Department Responsible: Behavioural Sciences
Prerequisite: None
This course seeks to introduce students to the field of Social Psychology as the scientific study of how people think about, influence, and relate to one another while introducing its scope of study and its methodology. This course intends to give students an appreciation for the combined analysis of psychological and sociological perspectives in studying human behaviour. Social Psychology will, therefore, be constructed as an interactionist discipline.

Students will be exposed to numerous social psychological concepts, particularly in the light of empirical research, including primary and secondary socialization and its consequences in relationships; self and personality development; attitude formation and measurement; persuasion; conformity, compliance, obedience and deviance; group behaviour; interpersonal relations; impression formation, aggression and altruistic behaviour.

Each topic will be covered in sufficient depth for students to be able to appreciate classical social psychological concepts and findings. Students will also develop a keen appreciation for social psychology as a tool for national, as well as personal development.
PS14A (PSYC 1003) (SEMESTER I)
INTRODUCTION TO PSYCHOLOGY
Department Responsible: Behavioural Sciences
Prerequisite: None
The concepts and practice of psychology are becoming increasingly important in our society. This course allows students to gain an understanding of basic principles in psychology. It also illustrates some basic techniques of measuring human behaviour. An attempt will also be made to indicate where psychological principles could play an effective part in understanding and solving certain problems.

The course is organized into seven sections. An attempt will also be made to use a multi-disciplinary approach through illustrations. The theme of humanistic psychology will be used alongside the Freudian and Behaviouristic approaches to explore whether human beings have the inherent nature to transcend the environment or to remain always at the mercy of environmental forces. Among the topic areas dealt with in this course are: sensation and perception, learning, motivation, memory, emotions, intelligence, personality, development and research methods.

This course is a prerequisite for all other second and third year psychology courses. Students are expected to attend all lectures and undertake consistent reading on their own.

PS20C (SEMESTER II)
SENSATION AND PERCEPTION
Department Responsible: Behavioural Sciences
Prerequisite: PS14A OR PS11B
Sensation includes all of the biological mechanisms that detect physical stimuli and translate them into neural activity. Perception refers to the processes the brain uses to actively interpret sensory information, and form a representation of the external world. The study of sensation and perception is rich with tradition, having roots in philosophy, biology, and psychology. More recently there has been additional influence from computer science and engineering, in an attempt to make machines that can extract and utilize information from the environment. The focus of this course will be the biology and theories of sensation and perception and, in particular, the experimental evidence on which our understanding is based.

PS20B (SEMESTER II)
INTRODUCTION TO COGNITIVE PSYCHOLOGY
Department Responsible: Behavioural Sciences
Prerequisite: PS14A OR PS11B
What’s going on inside my head when I try to solve this calculus problem? How do I remember where I last left my bicycle? How do I understand this paragraph of text? This course addresses such questions. Cognitive psychology deals with how the mind works and what Mechanisms operate when we solve problems, or remember, and how we use language. This course will introduce students to the major concepts and theories of cognitive psychology including decision making, language, and thinking as well as to the research and experimental methods used in the discipline.

PS24A (PSYC 2004) (SEMESTER I)
PERSONALITY THEORY
Department Responsible: Behavioural Sciences
Prerequisite: PS11B OR PS14A
The psychological approach to personality. How personality is defined and measured: A comparison of selected theories in personality (e.g. Erikson, Freud, Rogers). A central issue is: the relationship between the social environment and personality formation.

PS24B (PSYC 2010) (SEMESTER I)
STATISTICS AND RESEARCH DESIGN IN PSYCHOLOGY
Department Responsible: Behavioural Sciences
Prerequisites: PS11B OR PS14A AND EC160
Parametric and non-parametric statistical procedures and their descriptive and inferential application to behavioural research are applied to a variety of research questions and experimental designs emphasizing those used in psychological research. Computer programming for data organization and analysis is taught. Concepts and techniques learnt in this course are generously applied throughout later psychology courses.
PS24C (PSYC 2003) (SEMESTER II)
PHYSIOLOGICAL PSYCHOLOGY
Department Responsible: Behavioural Sciences
Prerequisite: PS14A OR PS11B
The relationship between neuro-biological processes and psychological processes is examined. This course focuses on the organization of the nervous system, the role of the neurobiological process in sensory experiences, sleep, attention, arousal, motivation, emotions, learning, memory and language. Both experimental and clinical data are considered.

PS24D (PSYC 2011) (SEMESTER I)
SELECTED THEORIES IN SOCIAL PSYCHOLOGY
Department Responsible: Behavioural Sciences
Prerequisite: PS14A OR PS11B
This course presents students with an overview of the theories and content areas in social psychology. Social psychology is the broadest of the branches of psychology, analyzing how the individual influences, and is in turn influenced by the actual or imagined presence of others. This course gives students an understanding of the processes and forces that shape and are shaped by human interaction.

Core topics will include: attribution theories, social exchange theories, field theory, consistency theories, reactance theory, theories on self, social comparison theory, social cognition and social perception.

The course is divided into four sections. These sections will introduce students to specific theories and concepts in social psychology. All lectures and tutorials are essential.

PS24E (PSYC 2012) (SEMESTER I)
DEVELOPMENTAL PSYCHOLOGY
Department Responsible: Behavioural Sciences
Prerequisite: PS14A OR PS11B
This course focuses on theories and patterns of human development from pre-natal stages to old age. The interplay between cultural norms and psychological patterns is examined, and the factors related to healthy growth and development from an individual and a societal perspective are explored. The course also examines preventive and rehabilitative measures.

PS24F (PSYC 2002) (SEMESTER II)
ABNORMAL AND CLINICAL PSYCHOLOGY
Department Responsible: Behavioural Sciences
Prerequisite: PS14A OR PS11B
The first section deals with tests of personality which are used within the clinic. Students critically appraise and administer them. The second deals with psychological abnormalities. Students recognise and identify them; recognise the level of assistance required in dealing with them and the impact of psychological disorders on other family members; understand some of their causes.

PS30G (SEMESTER II)
MOTIVATION AND EMOTIONS
Department Responsible: Behavioural Sciences
Prerequisite: None
This course seeks to assist students in understanding the psychological bases for human motivation and emotion. Theoretical as well as experimental points of view will be considered ranging from the infancy of the subject to present time. It begins by examining the historical underpinnings of the subject, then analyzing the basic drives that we possess, continuing with our emotions, the brain and its role in feeling, mood disorders, motivation and finally social interaction that is emotionally charged.

PS30J (SEMESTER I)
LEARNING AND MEMORY
Department Responsible: Behavioural Sciences
Prerequisite: PS14A OR PS11B
This course looks at similarities and differences between behavioral and cognitive approaches to a variety of topics, beginning with classical and operant conditioning, proceeding to verbal learning and concept learning, and ending with coverage of memory and forgetting. A theme that will be developed is that the two approaches are better seen as complementary than as competitive and that one gets a more comprehensive picture of the learning process by considering both approaches than one alone.
PS33F (SEMESTER I)  
CONTEMPORARY ISSUES IN SOCIAL PSYCHOLOGY

Department Responsible: Behavioural Sciences  
Prerequisite: PS14A OR PS11B
This course emphasizes the linkages between social psychological theory and social issues. It illustrates how social psychological theories and/or principles (for example, equity theory, dissonance reduction, prejudice etc.) can be applied to help understand and solve social problems (e.g. poverty, crime, racism) in Caribbean societies, Trinidad and Tobago in particular.

PS34A (SEMESTER II)  
EXPERIMENTAL AND APPLIED PSYCHOLOGY

Department Responsible: Behavioural Sciences
Prerequisites: PS11B OR PS14A AND EC160
Students acquire basic skills in psychological experimentation and also an understanding of how psychological concepts can be applied towards solving human problems. Experimental work will emphasize theories and concepts obtained from psychology courses previously or concurrently taken, showing the value and implications of experimental work in psychology.

PS34B (SEMESTER II)  
INDUSTRIAL AND ORGANIZATIONAL PSYCHOLOGY

Department Responsible: Behavioural Sciences
Prerequisite: PS11B OR PS14A
This course explores the applications of psychological theories and concepts to problems encountered in work environments with special reference to the Caribbean.

PS34C (NOT OFFERED)  
PSYCHOLOGY OF ETHNIC RELATIONS

Department Responsible: Behavioural Sciences
Prerequisite: PS11B OR PS14A
The psychological dynamics of prejudice and theories of racial prejudice are examined in the context of attitude formation and change. An examination of the psychological impact which the history and economic structure of Caribbean societies have on race relations.

PS34D (PSYC 3002) (SEMESTER II)  
ADVANCED TOPICS IN PERSONALITY

Department Responsible: Behavioural Sciences
Prerequisite: PS14A OR PS11B
This course examines personality theories, personality characteristics including traits, aptitudes, values, style and interests, the role of personal factors, biological and environmental influences on personality. Definitions of personality derived from classical and modern theorists are examined. Emphasis is placed on primary sources.

PS34E (PSYC 3003) (SEMESTER II)  
COMMUNITY AND ENVIRONMENTAL PSYCHOLOGY

Department Responsible: Behavioural Sciences
Prerequisite: PS14A OR PS11B
Theories developed in a variety of areas – social psychology, sociology, ethology, political science, architecture and anthropology are synthesized to understand and assess the interaction between the individual and his environment.

PS34F (PSYC 3000) (NOT OFFERED)  
PSYCHOLOGY OF POLITICS

Department Responsible: Behavioural Sciences
Prerequisite: PS11B OR PS14A
This course uses theories and research findings from psychology (e.g. attitude formation, leadership, group dynamics, persuasion) to understand and explain political behaviour.

PS320 (YEAR LONG)  
RESEARCH PROJECT IN PSYCHOLOGY

Department Responsible: Behavioural Sciences
Prerequisites: PS11B OR PS14A AND PS24B
In order to pursue this course, students must be registered in the Psychology (Major) Programme. 

A project to develop student’s capability in formulating research themes, data collection and analysis from a psychological perspective. This full year course involves seminar-type classes and close frequent consultations with a Project Supervisor from the Department’s staff. Such research projects are normally carried out at the Psychological Research Centre.
SW17A (SOWK 1001) (SEMESTER I)  
INTRODUCTION TO SOCIAL WORK

Department Responsible: Behavioural Sciences  
Prerequisite: None

This course covers the practice of social work in a developmental context with specific reference to the Caribbean region. It treats specific developmental and social problems, the existing structure of social work in selected countries, and the history of the development of social work. The course includes visits to selected social agencies followed by class discussion and report writing.

SW17B (SOWK 1003) (SEMESTER II)  
THEORIES AND PRACTICE OF SOCIAL WORK I

Department Responsible: Behavioural Sciences  
Co-requisite: SW17A

This course examines and explores theories of Social Work and their applicability in shaping the Social worker’s response to the developmental imperatives of Caribbean people. The helping relationship in this context is critically appraised, exploring the processes of interviewing, relationship building, strategies of empowerment, assessment and intervention planning.

SW18B (SEMESTER II)  
LAW FOR SOCIAL WORKERS

Department Responsible: Behavioural Sciences  
Prerequisite: None

An introduction to legal principles and Social Legislation in the West Indies, the Court System (including Tribunals); Professional Role of the Social Worker in court in terms of duty to the Court and to the client, the importance of the Social Enquiry Report. Laws relating to the Family, the Aged and Juvenile Crime.

SW19C (SOWK 1010)  
PRACTICUM 1

(Students are required to complete 168 contact hours)

Department Responsible: Behavioural Sciences  
Prerequisite: SW17A  
Co-requisite: SW17B

Students registered for SW19C are required to read SW17B concurrently, and must have successfully completed SW17A.

SW24A (SEMESTER II)  
SOCIAL DIABILITY STUDIES

Department Responsible: Behavioural Sciences  
Prerequisite: PS14A OR PS11B

This course introduces the student to Disability Studies. It identifies the ways in which differently abled persons are marginalized and restricted and experience discrimination within an unadaptable society. Via descriptions of the current status of persons with disabilities in the Caribbean context, it examines the interaction of persons with disabilities within the existing political, social and cultural and legal systems. The historical struggles for rights and services by the disabled are highlighted. Policy needs for future development are outlined. This course is taught in partnership with persons with disabilities and is grounded in the epistemological belief that the creation of knowledge about disability should be with/by people with disabilities.

SW27A (SEMESTER I)  
THEORY AND PRACTICE OF SOCIAL WORK II

Department Responsible: Behavioural Sciences  
Prerequisites: SW17A and SW17B

A critical appraisal of theories of social work is continued. The skills and knowledge of the social worker; basic principles of social case work; development of practice skills for working with individuals and families, groups; psycho-drama, role play, and related techniques.

SW27B (SOWK 2003) (SEMESTER II)  
THEORY AND PRACTICE OF SOCIAL WORK III

Department Responsible: Behavioural Sciences  
Co-requisite: SW27A

The course examines the concepts and theoretical foundations of practice with groups in Social Work. It focuses primarily on the small group, examining stages of development, group dynamics, functions, types and intervention modalities and skills used in working in this modality.
SW290 (YEAR LONG)  
PRACTICUM II AND PRACTICUM III  
(Year long: Students are required to complete 336 contact hours).  
This course extends from January to April.  
Department Responsible: Behavioural Sciences  
Prerequisite: SW19C  
Students registered for SW290 (Year long practicum II and III) are required to read SW27A and SW27B concurrently.  
The primary purpose of the placement remains the development of students’ practice skills. Students are encouraged throughout this placement to evaluate their own skill development performance. Where possible Semester I will emphasize case work and Semester II will emphasize group work. SW290 will be assessed at 40% at the end of the first semester and 60% at the end of the second semester.

SW31A (SEMESTER II)  
RESIDENTIAL SOCIAL WORK  
Department Responsible: Behavioural Sciences  
Prerequisite: PS24E  
A general and comparative study of Institutional Care in relation to the child, the elderly, the physically and mentally handicapped and the adult offender. Special emphasis will be placed on Institutional Care in the Caribbean. The course focuses on the practice skills required for institutional care.

SW31B (SEMESTER II)  
FAMILY AND CHILD WELFARE  
Department Responsible: Behavioural Sciences  
Prerequisites: PS24E and PS24F  
This course explores the function of the family and various family forms and structures, with specific reference to the Caribbean context. The course of study examines the scope of family treatment, theoretical approaches and several intervention modalities for families and children.

SW32B (SEMESTER I)  
GROUP AND INDIVIDUAL COUNSELLING  
Department Responsible: Behavioural Sciences  
Prerequisites: PS24E and PS24F  
This course examines several theoretical approaches to group and individual counselling and the appropriateness and validity of these modalities for varying client populations. The applicability of these approaches and concepts to the Caribbean context is critically analyzed.

SW350 (YEAR LONG)  
PRACTICUM IV  
Department Responsible: Behavioural Sciences  
This course is oriented to the development of students’ research and practice skills in an employment setting. Students registered for SW350 are required to have successfully completed the following courses at the previous level: SW27A, SW27B and SW290.

SY13E (SOCI 1002) (SEMESTER I)  
INTRODUCTION TO SOCIOLOGY I  
Department Responsible: Behavioural Sciences  
Prerequisite: None  
What is Sociology about? Structures of Power. An analysis of social institutions and processes.
SY13F (SOCI 1000) (SEMESTER II)  
INTRODUCTION TO SOCIOLOGY II  
Department Responsible: Behavioural Sciences  
Prerequisite: None  
Sociological Perspectives. Major Themes on Social Change and Development in the modern world.

SY20E (SOCI 2000) (SEMESTER I)  
CLASSICAL SOCIAL THEORY  
Department Responsible: Behavioural Sciences  
Prerequisite: SY13E OR SY13F  
This course introduces students to the works of pioneering sociological thinkers who dominated sociological theorizing in the 19th and early 20th centuries, critically evaluating the theoretical contributions of August Comte, Herbert Spencer, Emile Durkheim, Max Weber, Karl Marx and Vilfredo Pareto.

SY20F (SOCI 2001) (SEMESTER II)  
MODERN SOCIAL THEORY  
Department Responsible: Behavioural Sciences  
Prerequisite: SY13E OR SY13F  
Topics include Modern Structuralism: Structural-functionalism; Conflict theory. Phenomenological and Interactionist perspectives: Ethnomethodology; Symbolic Interactionism. Third World and Caribbean Perspectives: Frantz Fanon and the Sociology of Colonialism; Pluralism, Creole and Plantation Society models and beyond.

SY21G (SOCI 2002) (NOT OFFERED)  
SOCIAL BACKGROUND OF INDIAN DIASPORA  
Department Responsible: Behavioural Sciences  
Prerequisite: SY13E OR SY13F  
This course introduces students to the sociological phenomenon of diaspora from a socio-historical perspective. It focuses on the indentured immigration during 1838-1917, especially to the Caribbean region, and the emergent scenario in the decades immediately following the abolition of the indenture system.

SY21H (SOCI 2003) (NOT OFFERED)  
SOCIOLOGY OF A DIASPORIC COMMUNITY  
Department Responsible: Behavioural Sciences  
Prerequisite: SY13E OR SY13F  
This course exposes students to the dynamics of a diasporic community in a post-colonial democracy. Focusing on the Caribbean region it deals with the processes of continuity and change among the people of Indian descent, and the issues confronting this community and the wider society in which it lives.

SY22E (SEMESTER I)  
SURVEY DESIGN AND ANALYSIS  
Department Responsible: Behavioural Sciences  
Prerequisites: SY13E OR SY13F AND EC160  
This course allows students to understand the various interconnections between the methodologies (used in survey designs) and reliability of findings. Students gain hands-on experience with the computer, as it relates to the data entry of the actual survey which the student conducts in a test of understanding phenomena and research.

SY22F (SOCI 2006) (SEMESTER II)  
QUALITATIVE METHODS IN SOCIOLOGICAL RESEARCH  
Department Responsible: Behavioural Sciences  
Prerequisite: SY13E OR SY13F  
This course exposes student to field research, both within the community and in organizations. The object is to understand the meaning of the members’ world; how their perception images and interpretations shape the members and the wider community. Students are trained to undertake qualitative research in this area by understanding phenomena in selected areas.
SY23C (SOCI 2010) (SEMESTER I)
ANTHROPOLOGY OF THE PEOPLES
OF THE CARIBBEAN I
Department Responsible: Behavioural Sciences
Prerequisite: SY13E OR SY13F
An introductory course which treats:
1. What is Anthropology?
2. Anthropological methods and their problems.
3. The cultural background of the Caribbean peoples.
4. The concepts of culture, culture contact, acculturation, interculturalization, syncretism.
5. Identity, culture and Caribbean society.

SY23D (SOCI 2011) (SEMESTER II)
ANTHROPOLOGY OF THE PEOPLES
OF THE CARIBBEAN II
Department Responsible: Behavioural Sciences
Prerequisite: SY13E OR SY13F
Co-requisite: SY23C
Building on Anthropology of the Peoples of the Caribbean I, students learn about some of the important institutions and processes of social change in Caribbean society. Urbanization and the changing ethnic and class relations in named Caribbean societies are considered, as are the various theoretical perspectives on the region, focusing on religion, the family, gender relations, “family land”, “higglering” and “the informal sector”.

SY23F (SOCI 2012) (SEMESTER II)
SOCIAL CHANGE AND DEVELOPMENT
Department Responsible: Behavioural Sciences
Prerequisite: SY13E OR SY13F
This course addresses the problematique, theories, critiques of social development and considers relevant strategies.

SY25A (SEMESTER I)
SOCIAL POLICY AND ADMINISTRATION I
Department Responsible: Behavioural Sciences
Prerequisites: SY13E AND SY13F OR SW17A & SW17B
Sub-theme – The Development of Social Policy.
This introductory course is essential for a minor in a Social Policy. It covers the scope of social policy; the development of the welfare state; history of social policy in Trinidad & Tobago and key theoretical concepts for understanding and delivering social services.

SY25B (SOCI 2015) (SEMESTER II)
SOCIAL POLICY ORGANIZATION AND ADMINISTRATION
Department Responsible: Behavioural Sciences
Prerequisites: SY13E OR SY13F OR SW17A and SW17B
Sub-theme – The organization of social services
This course concentrates on the organization and delivery of social services for maeso-policy practice. It examines the range of social services that can assist to improve the well-being of persons in the society. These include private practice, educational programmes, residential programmes, home services and development agencies within the NGO sector.

SY27D (SOCI 2016) (SEMESTER I)
GENDER AND DEVELOPMENT:
WITH REFERENCE TO CARIBBEAN SOCIETY
Department Responsible: Behavioural Sciences
Prerequisite: SY13E OR SY13F
This course traces the emergence of the specialized field of women/gender and development since the 1970s. The feminist critique of ‘development’ is examined as well as the social, political and economic aspects of gender relations and their relation to the so-called development process. The course has a practical focus and provides an introduction to frameworks for gender analysis which influence policy decisions.

SY30E (SOCI 3002) (SEMESTER I)
SOCIOLOGY OF EDUCATION I:
PERSPECTIVES AND ISSUES
Department Responsible: Behavioural Sciences
Prerequisite: SY13E OR SY13F
Topics include: The growth and development of Education as a distinct branch of study in Sociology; Theoretical perspectives in the Sociology of Education; Education and Society: Education and Social Stratification; Education and gender; Education and race; Education and Social Change; The teaching profession; The school as an organization; The Sociology of Educational Knowledge.
SY30F (SOCI 3003) (SEMESTER II)
SOCIOLOGY OF EDUCATION II:
EDUCATION AND SOCIETY

Department Responsible: Behavioural Sciences
Prerequisite: SY13E OR SY13F

Topics include: Educational Systems in developed and developing nations: An overview; Educational Systems in the Caribbean: Historical perspective; The school system in the contemporary Caribbean with special reference to Trinidad; Higher Education in the Caribbean: status and issues; The teaching profession in the Caribbean; The role of Education in decolonisation; Main problematic issues in the contemporary Caribbean.

SY31C (SOCI 3005) (SEMESTER II)
SOCIOLOGY OF HEALTH AND ILLNESS

Department Responsible: Behavioural Sciences
Prerequisites: SY13E OR SY13F, SY20E OR SY20F

This course enables students to identify the relationship between social factors and illness. It explains how age, sex, class, ethnicity and culture can determine how a disease can become prevalent in one group as opposed to another. It also highlights the relationship between doctor and patient, and treats with the role of institutions such as hospitals, nursing homes, and health organization and reorganization within the Caribbean and beyond.

SY31F (SOCI 3006) (SEMESTER I)
THE THIRD WORLD IN GLOBAL DEVELOPMENT

Department Responsible: Behavioural Sciences
Prerequisites: SY13E OR SY13F, SY20E OR SY20F

This course examines the current state of world development and the place of the Third World, in general and the English-speaking Caribbean in particular, within it. It is a companion to SY23F - Social Change and Development, and takes up the theme of fundamental changes in global techno-economic arrangements and their reflection in the nature of developmental theory. This is done through an examination of current social issues in Caribbean development.

SY32E (SOCI 3008) (SEMESTER I)
INDUSTRIAL SOCIOLOGY I:
THEORY AND METHODS

Department Responsible: Behavioural Sciences
Prerequisites: SY20E; SY20F OR MS32D

This course focuses on the sociological study of work and industry. It assumes prior exposure to Sociological Theory or Organizational Theory and Behaviour as it seeks to apply those insights to the understanding of the structure and dynamics of work and industry.

SY32F (SOCI 3010) (NOT OFFERED)
INDUSTRIAL SOCIOLOGY II:
SOCIOLOGY OF INDUSTRIAL RELATIONS

Department Responsible: Behavioural Sciences
Prerequisites: SY20E; SY20F OR MS32D

As a follow up to SY32E, it focuses on the issue of industrial relations and conflict drawing on the Caribbean experience.

SY35B (SOCI 3019) (SEMESTER I)
SOCIAL POLICY AND ADMINISTRATION II

Department Responsible: Behavioural Sciences
Prerequisites: SY13E AND SY13F OR SW17A & SW17B

Sub-theme – Social Policy Analysis

This course equips students with in-depth knowledge of the contribution of social policy to social development. The course content covers comparative social policy; the use of frameworks for social policy analysis and detailed analysis of some selected areas e.g. poverty, the family, housing, employment, social work services, mental health, the environment and cooperatives.

SY35C (SOCI 3020) (SEMESTER II)
SOCIAL POLICY AND ADMINISTRATION III

Department Responsible: Behavioural Sciences
Prerequisites: SY13E AND SY13F OR SW17A & SW17B

Sub-theme – Social Planning

This course is designed to empower social development workers to actively improve policy and planning skills. Course content covers social planning practice, current trends as gender planning, community care, sustainable development; and technical skills such as the preparation of appraisals and evaluations.
SY35E (SOCI 3023) (SEMESTER I)
POPULATION STUDIES I
Department Responsible: Behavioural Sciences
Prerequisites: SY13E OR SY13F, SY20E OR SY20F
This course provides students with an insight into how the study of human behaviour may be approached in a scientific way through the application of theories and methods which have been developed from the perspective of a phased schedule of activities.

SY35F (SEMESTER II)
POPULATION STUDIES II
Department Responsible: Behavioural Sciences
Prerequisites: SY13E OR SY13F, SY20E OR SY20F
Students make the linkage between population and other aspects of the universe, i.e. the environment, the economy etc. Next, considerations are given to the kinds of policies and control measures which may be adopted in respect of the population growth phenomenon. Students consider the links between population and development and perform basic demographic techniques.

SY36E (SEMESTER I)
CARIBBEAN SOCIAL STRUCTURE I
Department Responsible: Behavioural Sciences
Prerequisites: SY13E OR SY13F, SY20E OR SY20F
Insights into Caribbean social structure and the advent of the colonists from the 16th to the 20th centuries are offered, allowing students to understand the relationship among ethnicity, race, class and colour in West Indian societies, and how the historical legacy of slavery and indentureship produce cultural traditions and customs impacting on social structure and society.

SY36F (SOCI 3029) (NOT OFFERED)
CARIBBEAN SOCIAL STRUCTURE II
Department Responsible: Behavioural Sciences
Prerequisites: SY13E OR SY13F, SY20E OR SY20F
This course shows the interrelationship between macro external factors and Caribbean social structure, examining the relationship between the phenomenon of Caribbean migration, Caribbean societal development from post-emancipation to pre-independent times, and the issues of globalization, liberalization, religion, class and ethnicity on the Caribbean social structure in contemporary times.

SY37C (SOCI 3030) (NOT OFFERED)
SOCIOLOGY OF PENAL PRACTICE
Department Responsible: Behavioural Sciences
Prerequisites: SY13E OR SY13F, SY20E OR SY20F
This course considers the sociology of policing, lower and higher courts, imprisonment, capital punishment, welfare alternatives to prison, and attempts to develop popular justice. A considerable literature from a developmental perspective is available on the police, on courts, and on alternative strategies.

SY37G (SOCI 3031) (SEMESTER II)
SEX, GENDER AND SOCIETY
Department Responsible: Behavioural Sciences
Prerequisites: SY13E OR SY13F, SY20E OR SY20F OR AR21C
This course seeks to critically examine the sociological tradition of women, family and gender. It reviews the biological, anthropological and social approaches to the origins of sex differences and examines the changes in the sexual division of labour in human history. Finally it examines the significance of sexuality and its control in the ordering and structure of society.

SY37H (SOCI 3032) (SEMESTER II)
CRIMINOLOGY
Department Responsible: Behavioural Sciences
Prerequisites: SY13E OR SY13F, SY20E OR SY20F
This course seeks to provide students with a basic understanding of the major theories of crime and deviance and their relevance in terms of research and policy development. It also seeks to provide students with a working understanding of selected issues on crime with a local and Caribbean focus. Some of these selected issues include: theories of crime, Caribbean Criminology, the Muslimeen Insurrection, juvenile delinquency, white-collar crimes, crime statistics, fear of crime, community policing, victimization, gender and crime, and crime research and policy.
TR21C (TOUR 2005) (SEMESTER I)
TRANSPORTATION AND TRAVEL
Department Responsible: Management Studies
Prerequisites: HTM 163* and HTM 150*
This course offers an analysis of the development, role and operation of transportation services in the tourism industry. Topics covered include: the interrelationship of transportation and tourism; the significance of different modes of transportation for tourism; the structure of the international air transportation industry; scheduled and charter services in the air transportation; cruise, ferries and yachting transportation; the economics of operation of passenger transport; economic and legal regulation of transportation. Future trends in travel and transportation will also be discussed.
*TTHTI course

TR31A (TOUR 3003) (SEMESTER I)
INTEGRATED SERVICE MANAGEMENT
Department Responsible: Management Studies
Prerequisites: HTM 233* and HTM 259*
This course will examine the many facets of receptive and customer services within the context of the Hospitality and Tourism industry. Students will be given the framework in which to develop skills, knowledge and attitude necessary for the implementation as well as the development of policies, procedures, service systems and strategies that will ensure quality service, customer satisfaction and the creation of a service-oriented environment in the organization.
*TTHTI course

TR31B (TOUR 3004) (SEMESTER I)
TOURISM DESTINATION MARKETING
Department Responsible: Management Studies
Prerequisites: BC 222* and HTM 233*
This course examines the variables involved in the marketing of tourist destinations. Special attention is given to planning and operations of events and attractions in Trinidad and Tobago.
*TTHTI course

TR31C (TOUR 3005) (SEMESTER I)
TOURISM PLANNING AND DEVELOPMENT
Department Responsible: Management Studies
Prerequisites: HTM 258* and HTM 259*
This course aims to provide an understanding of the process of tourism development planning and the creation of national Tourism Master Plans. Topics covered will include concepts, objectives and methods of planning in the context of the physical environment; assessment of tourism potential; survey and analysis of tourism resources conservation policies; pollution control; infrastructure development. Tourism development plans of Caribbean destinations will be reviewed and evaluated.
*TTHTI course
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