

THE UNIVERSITY OF THE WEST INDIES

ST. AUGUSTINE, TRINIDAD AND TOBAGO, WEST INDIES

**FACULTY OF HUMANITIES AND EDUCATION**

**School of Education**

Telephone: (868) 662-2002 ext. 82127, 83825 Email: [DipEd@sta.uwi.edu](mailto:DipEd@sta.uwi.edu)

#### RELEASE TO PURSUE POSTGRADUATE DIPLOMA IN EDUCATION

**2023-2024**

Name of applicant’s school:

Email address of applicant’s school:

Name of applicant:

Mobile number of applicant:

Email address of applicant:

**Principal**, please check the appropriate box below to indicate either your acknowledgement that the applicant has informed you that he/she will be repeating a course(s), or agreement to release the applicant:

* **I agree** that this staff member has informed me about having to repeat course(s) during the academic year in the above-named programme in 2023/2024.
* **I agree** to the release of this staff member on Fridays during the academic year to participate in Field Days during the above-named programme in 2023/2024, and to host at least one field day at my school.
* **I do not agree** to the release of this staff member on Fridays during the academic year

because ***[state reason here]***

School Stamp:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Principal’s Name [*please print*]

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Principal’s Signature

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***PRINCIPALS: Please notify this teacher whether he/she has been released or not.***

**SUBMISSION INSTRUCTIONS**

**New Applicants:** The completed form must be submitted to the Office of Graduate Studies and Research as per the instructions on the application portal.

**Repeaters ONLY:** The completed form is to be submitted by email to [STA-DipEd@sta.uwi.edu](mailto:STA-DipEd@sta.uwi.edu)

Except for Educational Administration, where applicants may have been assessed and appointed to teach any subject, applicants to ALL other subject areas MUST be **assessed and appointed to teach that subject.**

Check the box below to identify the disciplinary area in which this staff member applied for training.

* Teaching of English
* Teaching of Science
* Teaching of Mathematics
* Teaching of Information Technology
* Teaching of Social Science
* Teaching of Visual and Performing Arts
* Teaching of Modern Foreign Language
* Educational Administration for Secondary Schools
* Teaching of Competency- Based Education and Training for Technical and Vocational Education

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