

## **PARENTS FREQUENTLY ASKED QUESTIONS ABOUT UNDERGRADUATE STUDY AT UWI**

The switch from high school to university is a major transition – for parents as well as students. Having assisted thousands of families with this transition in the past, the Admissions Office has compiled the answers to some frequently asked questions we have received from parents about The University's admissions process.

### ***How can my son/daughter apply to UWI?***

Applications MUST be completed online. Visit our page on [Undergraduate Admissions](#) for step-by-step instructions on submitting and tracking an online application.

### ***What does my son/daughter need to complete their application?***

In order for an application to be considered complete and ready for review, we at the Admissions Office must receive

- a completed online application;
- bank receipt as proof of payment of the application processing fee;
- official high school transcripts (for applicants attending schools outside Trinidad & Tobago ONLY) and/or SAT test scores (if applicable);
- **ALL required supporting documents.** See the list of [documents required](#) online

### ***When are the application deadlines?***

UWI accepts applications for entry to all undergraduate degree, certificate/diploma programmes from mid-November to the end of May each year. For specific dates, visit our page on [Undergraduate Admissions](#).

### ***How can my son/daughter submit their high school transcript?***

Official transcripts must be submitted from the granting institution directly to: **The Admissions Office, UWI St. Augustine Campus, and Trinidad & Tobago W.I.**

### ***How long does the application process take?***

Once we receive all required documentation the application will be evaluated. While it is difficult to estimate an exact time frame, the process will go by a lot more quickly if the applicant is diligent about submitting the necessary documents.

Application files are reviewed in the order in which they are completed - i.e. when all required documents are received, not when the application process was initiated. Decisions may take anywhere from a few days to several weeks from the date the application file is complete.

## How would the applicant be notified of acceptance/non acceptance to UWI?

Successful applicants would be notified of acceptance to their programme of 1<sup>st</sup>/ 2<sup>nd</sup>/ 3<sup>rd</sup>/ 4<sup>th</sup> choice via e-mail. For more information please see [Notification of Acceptance Information](#) online.

### ***What is the cost of tuition?***

The University of the West Indies has a credit based fee structure for undergraduate programmes. Each course offered is worth a certain number of credits and students must earn a stipulated number of credits in order to graduate. The number of credits required and the cost of a credit varies from one faculty to the next.

The annual tuition cost is based only on the number of credits being pursued during the academic year. Therefore, students registered for 24 or more credits for the academic year and are classified as full-time, would have a higher annual tuition than those who are registered for fewer than 24 credits and are classified as part time and/or evening university students. Please note that not all programmes are offered for part-time and/or evening university students.

Download the latest [Undergraduate Fee Booklet](#) for tuition and other costs per faculty.

### ***Students from \*Contributing Countries***

The governments of 17 Caribbean countries contribute to tuition costs for their students attending The University of the West Indies (see list below). Students from these contributing countries pay only a portion of the economic cost for most of our programmes.

1. Nationals of contributing countries, who are sponsored by their governments pay 20% of the economic cost. Their governments pay the remaining 80%.
2. Nationals of contributing countries, who are NOT sponsored by their governments, but who are admitted under a quota system, pay 33.3% of the economic cost.

Download the latest [Undergraduate Fee Booklet](#) for further information.

With the exception of students from Trinidad and Tobago, Barbados and Jamaica, students from countries contributing to the University would be allowed to pay the lower fee. These students must also provide a letter of sponsorship for economic cost from their respective governments.

### ***\*Contributing Countries***

Anguilla	British Virgin Islands	St. Kitts/Nevis
Antigua	Cayman Islands	St. Lucia
Bahamas	Dominica	St. Vincent
Barbados	Grenada	Trinidad & Tobago
Belize	Jamaica	Turks & Caicos
Bermuda	Montserrat	

### ***Non-Contributing Association of Caribbean States (ACS) Countries***

There are also special rates provided to applicants from non-contributing countries which are also members of the Association of Caribbean States:

Aruba	El Salvador	Mexico
Bonaire	French Guiana	Netherlands Antilles
Brazil	Guadeloupe	Nicaragua
Colombia	Guatemala	Panama
Costa Rica	Guyana	Suriname
Cuba	Haiti	Venezuela
Curacao	Honduras	
Dominican Republic	Martinique	

Download the latest [Undergraduate Fee Booklet](#) for further information.

#### **NOTE:**

*If you have reviewed the above information as well as the [Undergraduate Fee Booklet](#) and are still unsure which fee category applies to you, please contact the Student Accounts Section, at telephone number 1 (868) 662-2002 Ext. 83382 / 82143 for assistance.*

### ***What fees do I have to pay for my son/daughter to register?***

Applicants are responsible for tuition fees and compulsory fees. If the student will be living in a University Hall of Residence, then the Halls of Residence fees must also be paid. You can find more [financial information](#) online.

### ***When is the deadline to pay fees? Do I pay all at once?***

You are advised to pay the requisite fees before registration week and keep the receipt safely until registration.

All Tuition and Hall Fees are due and payable at the start of each Semester/Summer session.

All Compulsory fees are due in full at the beginning of the academic year.

You can find more [financial information](#) online.

### ***Where do I pay and what methods of payment are accepted?***

You have two payment options:

1. Pay fees at any branch of Republic Bank Ltd. using the bank deposit slip. Ensure that:
  - The student's name, address and UWI Student Registration ID number are entered on the bank deposit slip.
  - The bank teller returns 2 copies of the deposit slip to you.

OR

2. Pay online using the UWI Online Payment System (Master or Visa credit cards ONLY). Ensure that you **print a copy of your online payment receipt** as proof of payment.

### ***Who is eligible for the Government Assistance for Tuition Expenses (GATE)?***

As of the 2017/2018 academic year, GATE can be accessed only by citizens of Trinidad and Tobago under the age of 50 years who are pursuing higher education.

Citizens must provide proof that they have been resident in Trinidad & Tobago for at least three (3) years prior to submitting an application.

GATE is applicable for study within Trinidad and Tobago and at the campuses of The University of the West Indies in Cave Hill, Barbados; Mona, Jamaica; and the Bahamas Hotel Institute.

For more information, please visit the [GATE website](#).

### ***Is it possible for GATE funding to expire?***

Yes, it is possible for GATE funding to expire. The GATE Policy of the Government of Trinidad and Tobago, states that effective January 2012, ***“GATE no longer covers students whose cumulative Grade Point Average (GPA) is below 2.00.”*** A student will also not be granted access to GATE funding for any period in excess of the standard duration of the particular programme, except where official leave of absence has been granted.

### ***As a citizen of Trinidad & Tobago, what fees are payable to the University on registration?***

All fees - tuition, compulsory and hall (where applicable) - are payable by Semester. Undergraduate students who are nationals of Trinidad and Tobago must pay the compulsory fees and submit a GATE form to apply for funding under that programme.

Please note that the GATE programme is administered by the Government of Trinidad & Tobago, which has stated that as of the 2017/2018 academic year a means test will be applied to determine whether a student is eligible for 100%, 75% or 50% funding (in the case of undergraduate students). The student must then pay the remaining percentage (if any) in order to register.

For more information, please visit the [GATE website](#).

## ***Does UWI offer financial aid or scholarships?***

Financial aid at UWI is available in the form of scholarships, grants, loans and work-study.

To find out if a student is eligible for any of these options, please check the [Scholarships and Bursaries](#) website regularly for available opportunities and important updates.

### *UWI Open Scholarship:*

The University of the West Indies (UWI) Open Scholarship is awarded annually, through an application and selection process. In order to be considered, students must apply to pursue a first degree programme **AND** at the same time, apply for a UWI Open Scholarship.

### *Other UWI Scholarships*

Information on other UWI scholarships is also available at the [Scholarships and Bursaries](#) website.

### *Scholarships and Bursaries*

Several scholarships and bursaries are available to Trinidad & Tobago nationals as well as nationals of other English-speaking Caribbean countries on the basis of the financial need of the student as well as academic performance.

Applications for scholarships and bursaries are invited around January of each year and close May 31 of that year. Notices are posted on the [Scholarships and Bursaries](#) website, on main notice boards in the Library, Administration Building, Halls of Residence, Faculties and the Student Affairs (Admissions) office as well as other notice boards. Awards are usually awarded on an annual basis and vary in value and according to eligibility criteria.

Applications can be submitted online at the [Scholarships and Bursaries](#) website.

### *Loans:*

If you can provide a satisfactory guarantor, commercial bank and credit unions loans are also available to help meet the cost of your university education.

### *Hardship Loans*

Second and final year students with a good academic record may also access a Hardship Loan from the University. Applications must be made to the Financial Advisory Services Section in the Division of Student Services and Development. Conditions may apply.

### *Government Assistance*

The GATE programme is administered by the Government of Trinidad & Tobago, [which has stated that](#) as of the 2017/2018 academic year a means test will be applied to determine whether a student is eligible for 100%, 75% or 50% funding (in the case of undergraduate students). The student must then pay the remaining percentage (if any) in order to register.

For more information, please visit the [GATE website](#).

***Is it required to live on-campus? How does my son/daughter apply for housing?***

No, students are not required to live on-campus.

Students can choose to live either on-campus in a Hall of Residence, or off-campus in privately owned accommodation in the area.

On-campus accommodation in the Halls of Residence is very limited but The University attempts to provide accommodation for most first year students who want or need it. Students who want to live on hall must submit a separate application for accommodation at the same time they are applying for admission to The University.

If we cannot offer university housing our Division of Student Services and Development (DSSD) can help find private, off-campus housing. Neither The DSSD nor The University, however, has any control over the standard of housing offered or the rent charged.

To find information on both on-campus and off-campus housing:

- Visit <http://sta.uwi.edu/residence> OR
- Call the Student Accommodation Office on 1 (868) 662-2002 ext. 82387; 82368; 82251 or email [accommodation@sta.uwi.edu](mailto:accommodation@sta.uwi.edu)

***Does The UWI have any support programs available even before students get accepted?***

Yes. The UWI has designed a pre-university orientation programme called **Smart Start** to help prospective students acclimatise to university life. The programme consists of a series of interactive learning sessions that engage students about issues such as the mission of The UWI, the institution's expectations of students and the role of student support services. It also includes a tour of the Campus. Students who apply to The UWI will be emailed information about how to register for this exciting program.

***Is there any support to help students make the transition smoother from high school to university?***

Yes. Once students are accepted and have registered they will be invited to participate in the **First Year Experience (FYE)** program - UWI's official annual student orientation for all incoming undergraduate and postgraduate students. It involves a series of events which introduce new students to the ins-and-outs of campus life and is one of the biggest and most popular events on The UWI St. Augustine campus' calendar. There is even an event for parents and spouses where you can find out more about how you can support your loved ones.

Find out more about the [FYE programme](#) online.

### ***Student Organisations***

Students' organisations and clubs form a vital part of student life at The UWI and are a great way for students to make new friends, get involved and grow as a person. They touch on a wide variety of interests including hiking, debating, music, dance, languages, biology, information technology, religion and community service.

### ***Sports***

The UWI encourages student involvement in sporting activities and the University Sport & Physical Education Centre (UWI SPEC) runs programmes designed to help students develop their individual potential. Sports activities are arranged both at the campus as well as the inter-campus level.

### ***Counseling***

Counseling and Psychological Services (CAPS) provides counseling for students in times of stress and encourages them to ask for help with their most immediate concerns.

## ***Are there any special immigration requirements?***

There are no special immigration requirements for students who are nationals of CARICOM countries contributing to The UWI.

CARICOM nationals must however provide a valid UWI acceptance letter to immigration authorities upon arrival at the Piarco International Airport.

Citizens of non-Commonwealth countries will be expected to secure from the Trinidad and Tobago Immigration Division the relevant Visa / Student Permit to allow for your entry or continued legal stay in the country to undertake your programme of study. Visit our website for information on [visa requirements](#)

Please visit <http://sta.uwi.edu/admissions/undergrad/immigration.asp> for information regarding visa requirements.

Please note that should you fail to secure the requisite Visa / Student Permit to allow for your continued legal stay in the country, The University of the West Indies reserves the right in relation to your enrolment or continued enrolment in your programme of study until such time as your immigration status in the country is regularised.

Also see **First Steps** – A Pre-Departure Guide for Incoming UWI St. Augustine Students