**HOW TO APPLY**

**STEP 1**
Go to [sta.uwi.edu/admissions](http://sta.uwi.edu/admissions) & choose
- UNDERGRADUATE or
- POSTGRADUATE
Carefully read your application instructions

**STEP 2**
Set up your account.
- Create a Login ID
- Create a PIN
- Verify your PIN
TIP: Write down or save this information!

**STEP 3**
Select an Application Type
UNDERGRADUATE
- Select an Application Type (Full-time/Part-time)
POSTGRADUATE
- Choose Application Type (Full-time/Part-time)

**STEP 4**
Enter your information/details

**STEP 5**
Choose Your Planned Programme(s) of Study
UNDERGRADUATE
choose FOUR programmes
POSTGRADUATE
choose just ONE programme

**STEP 6**
Complete the Online Application.

**STEP 7**
Print and Sign your Confirmation Receipt

**STEP 8**
Pay The Application Processing Fee
FOUR WAYS TO PAY
1. Pay online with a VISA or Mastercard
2. Use the Application Processing Fee Payment Form (available online)
3. Via Bank Draft or Certified Cheque – TT$, US$ or EC$ payable to The University of the West Indies, St. Augustine Campus
4. At any Republic Bank Limited (use RBL’s deposit voucher slip)

**STEP 9**
Mail in OR Hand Deliver your Supporting Documents
Submit your SIGNED Confirmation Receipt AND ALL of the required supporting documents to:

UNDERGRADUATE APPLICANTS
- The Senior Assistant Registrar
  Student Affairs (Admissions)
  The Lloyd Braithwaite Student Administration Building
  St. Augustine Campus
  Trinidad & Tobago W.I.

POSTGRADUATE APPLICANTS
- The Senior Assistant Registrar
  Office of Graduate Studies and Research
  The Lloyd Braithwaite Student Administration Building
  St. Augustine Campus
  Trinidad & Tobago W.I.

**STEP 10**
Track Your Application Online
- Login using the ID and PIN you created at Step 2.
- View your Application Status Letter online.