

ONLINE COURSE REGISTRATION FREQUENTLY ASKED QUESTIONS

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1. What courses are currently on offer?

Our language courses for the Semester II period are:

- Level 1B Arabic
- Level 1B Chinese, Level 2B Chinese
- Level 1A French, Level 1B French, Level 2A French, Level 2B French, Level 3B French
- Level 1A German, Level 1B German
- Level 1B Hindi
- Level 1A Japanese, Level 1B Japanese, Level 2B Japanese, Level 3B Japanese
- Level 1B Korean, Level 2B Korean
- Level 1A Spanish, Level 1B Spanish, Level 2A Spanish, Level 2B Spanish, Level 3B Spanish
- Level 1A Yoruba

2. What are the pre-requisites for the language courses?

- Students wishing to register for second level of course must have successfully completed the preceding level.
 - Example 1: to register for Level 1B Chinese a student must have successfully completed Level 1A Chinese.
 - Example 2: to register for Level 3A French a student must have successfully completed Level 2B French.
- There are no pre-requisites to enter the first level of a course, e.g.: Level 1A Spanish, Level 1A French, Level 1A Chinese, Level 1A Japanese, etc.

3. When does registration for Semester II end?

- Registration ends on **January 15th 2021**.

4. What are the dates for Semester II classes?

- Classes will take place during the period **January 18th – April 17th 2021**.

5. Can I do more than one course?

- Yes, depending on the semester and the level for which you are registering.

6. Can I do levels A and B of the same language course?

- No.

7. Can the course for which I am registering be cancelled?

- Yes, class offerings are subject to demand. If an insufficient number of students register for a particular course, this course will be cancelled.

8. How can I choose my course level?

- View the Self-Assessment Grid to help you identify your course level, available on our website <https://sta.uwi.edu/fhe/cll/register-for-courses>
- For help choosing between Level 1A and 1B Spanish or French, take the relevant placement test available on our website <https://sta.uwi.edu/fhe/cll/register-for-courses>

9. Can I get help choosing my level?

- Yes, you can request help selecting a suitable level by sending an email your request to CLL.FHE@sta.uwi.edu. You will be contacted via email to schedule a virtual appointment.

10. What fees do I have to pay?

- In Semesters I and II, course fees are waived for financially cleared UWI students^N and International/exchange students doing non-credit bearing courses.
- In Semesters I and II, UWI students who are local residents pursuing a credit-bearing language course are covered by GATE.
- In Semesters I and II, course fees for international/exchange students pursuing a language for credit vary according to Faculty.
- In the May-July period, all UWI students (local and international/exchange) pay the same course fee as members of the General Public, i.e., \$700.00 for regular language courses.
- All courses are subject to a **TT\$75.00*** non-refundable registration fee, in addition to the cost of tuition (which varies according to student status) and course textbooks.

- The following fee structures apply to language courses offered in Semester II.

	Course Material	UWI STA Student ^N	UWI Staff	Member of the Public	60+
Level 1B Arabic	TT\$245.00	TT\$75.00*	TT\$400.00 + TT\$75.00*	TT\$700.00 + TT\$75.00*	TT\$500.00 + TT\$75.00*
Level 1B Chinese	TT\$500.00				
Level 2B Chinese	TT\$480.00				
Levels 1A-1B French	TT\$310.00				
Level 2A-2B French	TT\$360.00				
Level 3B French	TT\$350.00				
Level 1A-1B German	TT\$330.00				
Level 1B Hindi	TT\$450.00				
Level 1A Japanese	TT\$232.00				
Level 1B Japanese	TT\$236.00				
Level 2B Japanese	TT\$236.00				
Level 3B Japanese	TT\$242.00				
Level 1B Korean	TT\$275.00				
Level 2B Korean	TBC				
Level 1A Spanish	TT\$200.00				
Level 1B Spanish	TT\$210.00				
Level 2A Spanish	TT\$220.00				
Level 2B Spanish	TT\$230.00				
Level 3B Spanish	TBC				
Level 1A Yoruba	TBC				

11. How soon do I have to pay course fees?

- After receiving payment instructions, you will have **1-business day** to pay tuition fees.
- Course fees **do not** include the cost of textbooks.

12. Where do I pay course fees?

- Fees can be paid online via credit card, subject to a 3% surcharge; via direct transfer through online banking; or direct deposit at a local bank. Send an email to CLL.FHE@sta.uwi.edu to request payment instructions.

13. Do I have to purchase my textbook(s) when I pay course fees?

- Textbooks can be purchased online at your convenience, or via direct deposit or online banking. Before purchasing a textbook, kindly email us to reserve the textbook. To collect, kindly schedule an appointment by emailing CLL.FHE@sta.uwi.edu.

14. What do I do after I register online?

- Once proof of payment has been received, you will be sent a welcome email within 3 business days. **Reminder: kindly forward your proof of payment to CLL.FHE@sta.uwi.edu.**
- Prior to attending your first online session, please consult the Student Fact Sheet, Student Handbook and Course Outline(s) available on the Student Information section of our website. <https://sta.uwi.edu/fhe/cll/studentinfo>

15. Can I get help with registering online?

- Yes, please view the tutorial video for help with completing the registration form, available here: <https://sta.uwi.edu/fhe/cll/register-for-courses>
- Yes, kindly complete the Contact Us form available here: <https://sta.uwi.edu/fhe/cll/contactus> to be contacted via email for assistance with registering. Select “Online registration issues”.

FOR FURTHER INFORMATION:

Centre for Language Learning

Email: cll.fhe@sta.uwi.edu

Website: www.sta.uwi.edu/fhe/cll

Facebook: www.facebook.com/clluwista

Twitter: @CLLUWI