



HOW TO APPLY

PRE-SCIENCE (N1) PROGRAMME

STEP 1

CREATE AN ACCOUNT.

<https://UWI.elluciancrmrecruit.com/Apply>

STEP 2

[SIGN IN.](#)

STEP 3

[CREATE AN APPLICATION.](#)



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PRE-SCIENCE (N1) 2024-2025 APPLICATION GUIDE

STEP 1: CREATE AN ACCOUNT SUMMARY

All applicants to the Pre-Science (N1) Programme **MUST** create an account via <https://uwi.elluciancrmrecruit.com/Apply>.

1. Select **“Create Account before you Sign In”**
2. The **“Create Account”** page will display for information to be entered
3. Upon completion, click **“Create Account”**
4. When **“Create Account”** is selected, an email will be sent containing instructions on how to activate your account.
5. Select **“Click here to activate your account”** in the email to activate your account.

STEP 2: SIGN IN

1. Upon activation, please proceed to sign in by entering your email and password used in the creation of the account, then select **“Sign in”**.
2. Applicants also have the option to sign in using [Facebook](#) or [Google](#) accounts.
 - a. Kindly note that your personal information must match your national identification documents.
3. Once sign in is successful, **“My STA Account”** page should be displayed.

STEP 3: CREATE AN APPLICATION SUMMARY

An applicant can **ONLY** submit one (1) application per academic term. After signing into your account to access My STA Account, select **“Create a new Application”** under **My Applications**.

Select: **“Start a new Pre-University Application”** as shown below.

THE UNIVERSITY OF THE WEST INDIES
MY STA ACCOUNT APPLICATION DEADLINES APPLY ONLINE DISCOVER STA

Application Listing

NOTICE

MPhil / PhD applicants **MUST FIRST** submit a "Graduate Research Proposal Application," which requires uploading the Research Proposal. **ONLY** upon the Faculty's approval of the Graduate Research Proposal and receipt of the Research Proposal Approval Letter can the applicant apply for the programme using the 'Start a new Graduate Application' option.

- Start a new Pre-University Application
- Start a new Undergraduate Application
- Start a new Undergraduate ALIGSB Application
- Start a new Graduate Research Proposal Application
- Start a new Graduate Application

1. Upon selecting “**Start a new Pre-University Application**” applicants will choose the following:
 - a. For Academic level – select “**Pre-University**”
 - b. For Academic programme – Select “**Pre-Science (N1) Programme**”
2. Applicants are required to enter information within the following seven (7) tabs before the Application Form can be submitted.
 - a. Plans
 - i. The following information is repeated at this step:
 1. For Academic level – select “**Pre-University**”
 2. For Academic programme – Select “**Pre-Science (N1) Programme**”
 3. Enrolment status – “**Full Time**”
 - b. Personal
 - c. Academic
 - d. Examinations Completed
 - e. Examinations in Progress
 - f. Select Pre-Science Courses
 - g. Signature
3. All new first time applicants **MUST** select the “**both semesters**” option from the drop down box for each course.
4. Only returning students can select to pursue courses for one single semester.
5. Once all seven (7) tabs are completed, click “**Submit Application**”

ALL APPLICANTS PLEASE NOTE

THE APPLICATION SUBMISSION PROCESS WILL NOT BE COMPLETED UNLESS THE REQUISITE APPLICATION PROCESSING FEE PAYMENT IS MADE.

STEP 4: PAY THE APPLICATION PROCESSING FEE

All applicants **MUST** pay the application fee as follows:

1. Nationals of Trinidad and Tobago: TTD90.00
2. Non-Nationals: TTD204.00
3. **Payment can ONLY be made online using a Credit or Debit chip card.**
4. Once payment is successful, an email confirming payment is sent to the email address entered on the payment gateway.

AN APPLICATION CANNOT BE SUBMITTED UNTIL THE REQUISITE PAYMENT IS MADE.

STEP 5: UPLOAD YOUR SUPPLEMENTAL ITEMS AND DOCUMENTS

1. All documents **MUST** be uploaded as a PDF File.
2. The following documents **MUST** be certified by a Notary Public/School Principal/School Vice Principal before uploading.
 - a. Birth Certificate
 - b. Academic Certificates [GCE, CAPE (CXC), CSEC (CXC)]

STEP 6: ACCESS DECISION LETTER AND RESPOND TO OFFER

1. Refer to the [portal user guide](#) on accessing your decision letter.
2. Applicants will be required to respond by clicking “**Respond Now**”. The two following options will be available:
 1. “**I Accept Admission**”
 2. “**I Decline Admission**”

Once you select the option, confirm by clicking on “**ok**”.

We look forward to welcoming you to the University of the West Indies, St Augustine Campus.