



# THE UNIVERSITY OF THE WEST INDIES

ST. AUGUSTINE, TRINIDAD AND TOBAGO, WEST INDIES

## THE BURSARY

Telephone: (868) 662-2002 Fax: (868) 662-3854

February 6, 2014

Dear Students,

Please read the following email carefully.

A GATE e-service has been implemented by the Ministry of Tertiary Education and Skills Training (MTEST), effective January 13, 2014, and as such, you are all required to apply for GATE funding online.

There are a series of steps to be followed:

- 1) Firstly, you must **register for the GATE e-service at the GATE Registration Centre (GRC)** at Daaga Hall on Campus. **This is not your application**, it is merely the first step towards applying for GATE funding.

In order to successfully register, you must present **original copies** of your birth certificate, and one other form of identification (National ID or passport **ONLY**), and a valid e-mail address for receiving notifications.

After registering at the GRC, you will receive an email informing you that a GATE e-service account has been created for you, along with an activation code, GATE e-service ID, and password. After activation, the ID and password will be used to log in to your account on the GATE e-service website ([www.e-gate.gov.tt](http://www.e-gate.gov.tt)), apply for GATE funding online.

- 2) In order to complete your online GATE funding application form, you must have soft (scanned) copies of the following\*:
  - UWI acceptance letter (for new students only)
  - Electronic birth certificate and one other form of identification (National ID or passport **ONLY**)
  - Payment slip (postgraduate students only)
  - Marriage/divorce certificate (for married/divorced students)
  - Latest results slip

➤ Deed poll (for name change)

**\*Each file must not exceed 5MB**

- 3) Complete, edit or re-submit your application as necessary.
- 4) On completion, students are required to print and sign a Student Copy of the electronic application form, and drop it off at the designated Faculty boxes at the Lloyd Braithwaite Student Administration Building lobby, to await financial clearance.
- 5) **ALL** students are required to apply for GATE funding urgently, as the deadline for receipt of the copy of the GATE electronic application form is February 21, 2014.
- 6) **Students who do NOT submit a copy of the GATE electronic application form by the required deadline date will not be considered registered for the semester.**
- 7) If any difficulty is encountered, please contact 800-GATE.



**Patricia Harrison**  
Campus Bursar