



THE UNIVERSITY OF THE WEST INDIES
ST. AUGUSTINE CAMPUS, TRINIDAD & TOBAGO, WEST INDIES
OFFICE OF THE CAMPUS REGISTRAR

• Telephone: (868) 662-2002 Ext. 82000/82001 • Fax: (868) 645-3275 • Email: campreg@sta.uwi.edu

April 10th, 2020

Dear Students,

I know that this is a difficult and unsettling time and that you will naturally be worried about the potential impact on your academic progress. Since the start of the Coronavirus disease (COVID-19) outbreak, the Campus has been working assiduously to find the right approach to maintain our academic and quality standards, while providing the best support to you during this period.

Given the unprecedented circumstances in which teaching and assessments are taking place, and in keeping with the prevailing regulations of the University and approved policies of the **Board for Undergraduate Studies** and **Board for Graduate Studies and Research**, a decision was taken to implement an alternative modality for assessment of your Semester II courses. The alternative assessment modes are guided by the following principles:

- Integrity
- Fairness
- Equity and inclusiveness
- Ethics and safety
- Preservation of regionality

The Faculties are working diligently to finalise these alternative assessment modes and you will be advised further by your respective Faculties in short order. In the meantime, you are required to immediately take note of the following with respect to the **Conduct of Examinations for Semester II, 2019/2020** and the dates for the **Summer Session 2019/2020**:

- **Teaching Ends**

May 8, 2020

- **Examination Period**

May 25 to June 19, 2020

- **Check Your Registration Status on your Unofficial Student Record**

If you are attending classes for which you are not registered, your course will not appear on your unofficial Student Record or transcript. Coursework assessments and other assignments submitted will not be credited with results. Students with late registration must ensure that the course(s) appear on their unofficial Student Record or transcript. If a course does not appear on your unofficial Student Record or transcript please notify the **Admissions Section** of the Registry via email to admis@sta.uwi.edu (Undergraduate students) or postgrad@sta.uwi.edu (Postgraduate students) by May 15, 2020.

- **Financial Clearance**

If you have not yet received financial clearance, please liaise with the **Students and Receivables Section** of the Bursary via email to regularise your account. The requisite email addresses are listed below:

Faculty	Email Address
Social Sciences – Arthur Lok Jack Graduate School of Business	Studentaccounts.Alj@sta.uwi.edu
Social Sciences – Postgraduate	StudentAccounts.PG-SocialSciences@sta.uwi.edu
Social Sciences - Undergraduate	StudentAccounts.UG-SocialSciences@sta.uwi.edu
Evening University – Undergraduate	StudentAccounts.UG-Evening@sta.uwi.edu
Engineering – Postgraduate	StudentAccounts.PG-Engineering@sta.uwi.edu
Engineering – Undergraduate	StudentAccounts.UG-Engineering@sta.uwi.edu
Food & Agriculture	StudentAccounts.FFA@sta.uwi.edu
Pre-Science	Studentaccounts.Pre-Science@sta.uwi.edu
Science & Technology	StudentAccounts.FST@sta.uwi.edu
Humanities	StudentAccounts.Humanities@sta.uwi.edu
Education	StudentAccounts.Education@sta.uwi.edu
Medical Sciences – Postgraduate	StudentAccounts.PG-MedicalSciences@sta.uwi.edu
Medical Sciences – Undergraduate	StudentAccounts.UG-MedicalSciences@sta.uwi.edu
Medical Sciences – Nursing	Studentaccounts.Nursing@sta.uwi.edu
CLE (Hugh Wooding Law School)	studentaccounts.cle@sta.uwi.edu
Law	StudentAccounts.Law@sta.uwi.edu

- **Summer Session Period - June 29 to August 21, 2020**

Further information will be provided in due course regarding whether the Summer Session will include offerings from various Faculties, or whether it will be limited to Senate approved programmes with a third term (Summer Session), Supplemental Exams (where applicable) and Re-sits, (in keeping with prevailing Faculty and University Regulations).

If the latter applies, students who were scheduled to pursue courses in the Summer Session to complete the requirements for a degree should immediately contact their Faculty or the Admissions Section of the Registry via email for details.

The Campus is deeply grateful for your ongoing patience and we understand that you need to adapt to how you study, live and work. As you do so, please continue to look after yourself, support each other and follow the guidance on staying safe. The University is here to support you during this challenging time. As such, please visit our website at <https://sta.uwi.edu/covid19> for important information and updates.



Dr. Dawn-Marie De Four-Gill
Campus Registrar