

AFTER FORM FIVE

*Information to assist on making wise
decisions after CSEC.*

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INTRODUCTION

Thinking about what to do after you have completed Form Five, can be an intimidating task for some. Deciding upon which pathway is right for you, may lead to confusion and anxiety. To help make this transition a smoother one, this document contains information that can assist you with this task. It contains information on:

1. Subject requirements for entry into **CAPE**.
2. **Tertiary Level Institutions** (Programmes, Entry Requirements, Application Process and Contact Information)
3. **Scholarships information**.
4. **On-the-Job Training Programme**.
5. A list of **Online Resources** that can be used to help reinforce the information provided in this document.

GOOD LUCK!

AFTER FORM 5... NOW WHAT?



CAPE

CAPE stands for Caribbean Advanced Proficiency Examination. It is considered a Post-Secondary Education qualification which is written when students are in Form Six (Lower and Upper Six).

SUBJECT REQUIREMENTS

Subject	Entry Requirements
Accounting	Principles of Accounts (POA) - Grades I or II (CSEC) Mathematics - Grades I, II or III (CSEC)
Art and Design	Visual Arts – Grade I or II (CSEC)
Biology	Biology - Grades I or II (CSEC) Chemistry - Grades I, II or III (CSEC)
Chemistry	Chemistry - Grades I or II (CSEC) Mathematics - Grades I, II or III (CSEC) Physics - Grades I, II or III (CSEC) Biology - Grades I,II or III (CSEC)
Computer Science	Mathematics - Grades I or II (CSEC) English A - Grades I, II or III (CSEC) Information Technology - Grades I or II (CSEC)
Digital Media	Mathematics - Grades I, II or III (CSEC) English A – Grades I, II or III (CSEC)
Entrepreneurship	Mathematics - Grades I, II or III (CSEC) English A – Grades I, II or III (CSEC)
Economics	Principles of Business (POB) - Grades I or II (CSEC) Economics – Grades I or II (CSEC) Mathematics - Grades I, II or III (CSEC)

Environmental Science	Any science subject taken from the following: Biology, Chemistry, Physics, Integrated Science or Agricultural Science (double award) - Grades I or II (CSEC) Geography - Grades I or II (CSEC)
French	French - Grades I, II or III (CSEC) Profile in Writing at French CXC English A - Grades I, II or III (CSEC)
Geography	Geography - Grades I or II (CSEC) (with “A” profile preferred) Mathematics - Grades I, II or III (CSEC)
History	History - Grades I, II or III (CSEC)
Literatures in English	English A - Grades I or II (CSEC) English B - Grades I or II (CSEC)
Management of Business (MOB)	Principles of Business (POB) – Grades I or II (CSEC) Economics - Grades I or II (CSEC) Principles of Accounts (POA) - Grades I, II or III (CSEC) Mathematics - Grades I, II or III (CSEC)
Mathematics	Mathematics - Grades I or II (CSEC) with profile “A” in Reasoning and Comprehension or GCE equivalent
Performing Arts	Mathematics - Grades I or II (CSEC) English A – Grades I or II (CSEC) Theatre Arts – Grades I or II (CSEC) English B an asset – Grades I or II
Physical Education	At least one of the following: Physical Education and Sport (CSEC) - Grades I, II or III

	<p>Integrated Science (CSEC) - Grades I, II or III</p> <p>Biology (CSEC) – Grades I,II or III</p> <p>Human and Social Biology (CSEC) – Grades I, II or III</p> <p>Food and Nutrition (CSEC) – Grades I, II or III</p>
Physics	<p>Physics - Grades I or II (CSEC)</p> <p>Mathematics - Grades I, II or III (CSEC)</p>
Sociology	<p>Social Studies - Grades I, II or III (CSEC)</p> <p>History - Grades I or II (CSEC)</p> <p>English A - Grades I or II (CSEC)</p> <p>English B - Grades I or II (CSEC)</p>
Spanish	<p>Spanish- Grades I, II or III (CSEC)</p> <p>Profile in Writing at Spanish CXC</p> <p>English A - Grades I, II or III (CSEC)</p>

***Please note that CAPE subjects may vary in each school.**

COSTAATT

The College of Science Technology and Applied Arts of Trinidad and Tobago (COSTAATT) awards certificates, advanced diplomas, associate and bachelor's degrees in a wide range of specialised, technical and academic programmes to full and part-time students. The College is the premier regional institution offering educational programmes in a number of critical areas including: Radiography, Medical Laboratory Technology, Nursing, Business and Library Studies.

REQUIREMENTS

Five (5) CSEC (CXC) subjects, inclusive of English A and Mathematics, Grades I, II, III.

Applicants who do not possess the minimum requirements for entry into a degree programme may be eligible for admission via the following:

COMPASS is designed to help students gain the qualifications needed to access the degree programme of their choice at COSTAATT. The duration of study in COMPASS depends on students' entry-level competencies; performance on the placement tests in English, Mathematics and, where relevant, Science; and the admission requirements of the programme they wish to pursue. To qualify for the COMPASS programme, applicants **MUST** have completed five years of secondary school and:

- Possess 3-4 CSEC (CXC)
- Possess 5 CSEC (CXC) without Mathematics or English.

Upon successful completion of the COMPASS programme, students may apply to the college programme for which they would then have gained the necessary entry requirements .Persons interested in pursuing the Nursing programme must be guided by the registration requirements of the Nursing Council of Trinidad and Tobago.<https://www.costaatt.edu.tt/> provides full descriptions and requirements of all programmes offered.

THE UNIVERSITY OF THE WEST INDIES

Since its inception in 1948, The University of the West Indies (UWI) has evolved from a fledgling college in Jamaica with 33 students to a full-fledged, regional University with well over 40,000 students. Today, UWI is the largest, most longstanding higher education provider in the Commonwealth Caribbean, with four campuses in Barbados, Jamaica, Trinidad and Tobago, and the Open Campus. The UWI has faculty and students from more than 40 countries and collaborative links with 160 universities globally; it offers undergraduate and postgraduate degree options in Food & Agriculture, Engineering, Humanities & Education, Law, Medical Sciences, Science and Technology and Social Sciences.

REQUIREMENTS

For admission to some degree programmes, applicants must have qualifications in specific subjects at GCE 'O' level/CSEC (CXC) or approved equivalent.

For Engineering:	English Language, Mathematics & Chemistry.
For Science & Technology:	English Language, Mathematics and two (2) approved science subjects
For Food & Agriculture:	English Language, Mathematics and two (2) approved science subjects
For Social Sciences:	English, Mathematics at CSEC (CXC) General Proficiency Grade II or GCE O'Level [Grades A-C]
For Humanities & Education:	English Language, Mathematics and any Humanities subject
For Medical Sciences:	English Language, Mathematics, Chemistry, Biology and Physics
For Law	English Language & Mathematics

All applicants to undergraduate programmes at UWI must possess at least one of the following English Language qualifications:

- Grade I-III CSEC (CXC) in General Proficiency English A.
- Grade A-C in Cambridge GCE O’level English Language
- Grade I or II in CAPE (CXC) Communication Studies
- Grade A or B in Cambridge GCE A/O Level General Paper (GP) Examination
- Grade B or above in a College English Course from an approved university.

It is noted by the university that a student speak to an Academic advisor before enrolling if any changes are made to the entry requirements.

CERTIFICATE AND DIPLOMA PROGRAMMES

The University of the West Indies also offers the following Certificate and Diploma programmes for those who meet the requirements, as stated a before.

CERTIFICATE	DIPLOMA
<ul style="list-style-type: none"> • Certificate in Local Government Studies • Certificate in Public Administration • Certificate in Art & Science of Coaching (Discipline specific) • Certificate in Early Childhood Care and Development • Certificate in Dance & Dance Education • Certificate in Music • Technical Theatre Production • Certificate in Visual Arts 	<ul style="list-style-type: none"> • Diploma in Public Sector Management • Diploma in Health Visiting Certificate • Diploma Caribbean Sign Language Interpreting • Diploma in Agriculture Extension • Diploma in Institutional and Community Dietetics and Nutrition • Undergraduate Diploma in Agriculture • Diploma in Public Sector

<ul style="list-style-type: none">• Certificate in Speech & Language Pathology• Licentiate in Theology• Practitioner's Certificate in Drama/Theatre• Certificate In Tropical Agriculture• Certificate of Specialisation in Tropical Agriculture• Certificate in Public Administration• Certificate in Local Government Studies• Certificate in Journalism• Certificate in Theatre Arts• Certificate in Agricultural & Rural Development (by distance)• Certificate in the Art and Science of Coaching	Management
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DEGREE PROGRAMMES

FACULTY OF HUMANITIES & EDUCATION

REQUIREMENTS

- Five CSEC subjects (General Proficiency Grades I-III) and/or GCE O'Level (Grades A-C) including English Language AND two double Units Cape subjects or 2 GCE A-Level subjects in relevant area.

- Two Years Full-Time or Three Years Part-Time (Teacher Trained) Teachers' College Certificate in relevant area and four (4) GCE (A-C)/CXC grades (I-III) including English Language.
- Three years Secondary Teachers' College Diploma in relevant area + English Language.
- Individuals without a foreign language pass, at least at CXC CSEC, will be required to take a least one of the basic foreign languages course if they seek to pursue study in a French or Spanish.

MAJORS AVAILABLE ARE AS FOLLOWS:

Bachelor of Arts (B.A.)

- African & Asian Studies
- Carnival Studies
- Communication Studies
- Dance
- English Language and Literature with Education
- Film
- French
- Geography
- History
- Latin American Studies
- Linguistics
- Literatures in English
- Mathematics
- Spanish
- Speech & Language Science
- Theatre Arts
- Early Childhood Care and Education

FOOD AND AGRICULTURE

REQUIREMENTS

- Five CSEC subjects (General Proficiency Grades I-III) Including Mathematics and English along with two other Science subjects or GCE O'Levels (Grades A-C) in English Language, Mathematics and two other Science subjects.

MAJORS AVAILABLE ARE AS FOLLOWS:

Bachelor of Science (B.Sc.)

- Agribusiness Management
- General Agriculture
- Human Ecology
- Human Nutrition and Dietetics

FACULTY OF MEDICAL SCIENCES

REQUIREMENTS

- Five CSEC subjects (General Proficiency Grades I-III) Including Mathematics and English Chemistry, Biology and Physics.
- **Bachelor of Science Nursing (BSc N)** - Passes in at least two (2) subjects at CAPE or GCE A'Level or approved equivalents - Passes in at least five (5) subjects at CSEC General Proficiency or GCE O'Level or approved equivalents - Also a basic or general qualification in Nursing such as Certificate, Diploma or Associate degree with a B grade - Be a Registered Nurse - Have 3 years minimum post-registration experience as a practising Nurse.

MAJORS AVAILABLE AS FOLLOWS:

- Bachelor of Medicine & Bachelor of Surgery (M.B.B.S.)
- Doctor of Dental Surgery (D.D.S.)

- Doctor of Veterinary Medicine (D.V.M.)
- Bachelor of Science in Pharmacy (BSc Pharmacy)
- Bachelor of Science Nursing (BSC N) with specialization in one of the following:
 - *Administration*
 - *Education*
 - *Oncology*
 - *School Nursing*
- Bachelor of Science Nursing (Generic)
- Bachelor of Science Optometry

NOTES:

1. The UWI Faculty of Medical Sciences – St. Augustine Campus offers admission to a limited number of local and international students. These places are very competitive. Because of this, eligible candidates who cannot be accommodated in the current academic year will be offered a guaranteed place in the following academic year.

2. Candidates are not permitted to transfer to other programmes within the faculty. For MB.BS., DDS., & DVM Programmes candidates must be 18 years of age at the time of admission.

FACULTY OF LAW

REQUIREMENTS

- Five CSEC subjects (General Proficiency Grades I-III) and/or GCE O' Level subjects (Grades A-C) which must include English Language AND Two double Units CAPE subjects or 2 GCE A Level (passes with highly competitive grades).

MAJOR AVAILABLE AS FOLLOWS:

- Bachelor of Laws (L.L.B.)

FACULTY OF ENGINEERING

REQUIREMENTS

- Five CSEC subjects (General Proficiency Grades I-III) and/or GCE O'Level subjects (Grades A-C) which must include English Language, Chemistry, Mathematics and Physics AND Two double Units CAPE or 2 GCE A Level passes in Pure/Pure & Applied Mathematics and Physics OR Equivalent qualifications from approved tertiary institution.
- Two double Units CAPE or 2 GCE A Level passes in Pure/Pure & Applied Mathematics and Physics and CSEC or GCE O-Level Chemistry

For Chemical and Process Engineering

- Three double Units CAPE or GCE A-Level passes in Chemistry, Pure/Pure & Applied Mathematics and Physics.

For Petroleum Geoscience

- Three double Units CAPE or GCE A Level in Mathematics, Physics/Chemistry and Geography.

MAJORS AVAILABLE ARE AS FOLLOWS:

Bachelor of Science (Engineering) B.Sc. (Eng.)

- Chemical and Process Engineering
- Civil Engineering
- Civil with Environmental Engineering
- Electrical & Computer Engineering
- Industrial Engineering
- Mechanical Engineering

Bachelor of Science (B.Sc.)

- Geomatics (formerly Surveying and Land Information)
- Land Management (Valuation)
- Petroleum Geoscience

FACULTY OF SCIENCE & TECHNOLOGY (B.SC.)

REQUIREMENTS

- Five CSEC subjects (General Proficiency Grades I-III) and/or GCE O'Level subjects (Grades A-C) which must include English Language, Mathematics, and at least two approved laboratory science subjects AND Two double Units CAPE or 2 GCE A- Level subjects chosen from Biology, Chemistry, Geography, Mathematics, Physics and Computer Science.

Horticulture

- Applicants must have passes at the CSEC level in the following: English Language, Mathematics, Biology, Geography, Chemistry and passes at the CAPE Level in Biology, Geography or Chemistry OR an Associate Degree in an appropriate discipline.

Actuarial Science

- Five CSEC subjects (General Proficiency Grades I-III) and/or GCE O'Level subjects (Grades A-C) which must include English Language, Mathematics AND Two double Units CAPE in Mathematics and one other subject with highly competitive grades.

MAJORS AVAILABLE ARE AS FOLLOWS:

Bachelor of Science (B.Sc.)

- Biochemistry
- Biology
- Chemistry
- Computer Science
- Environmental & Natural Resources Management
- Mathematics
- Physics

FACULTY OF SOCIAL SCIENCES (B.SC.)

REQUIREMENTS

- Five CSEC subjects (General Proficiency Grades I-III) or GCE O'Level subjects (Grades A-C) which must include English Language and Mathematics AND Two double Units CAPE subjects or 2 GCE A-Level subjects.

NOTE: Departmental requirements apply for B.Sc. Social Work (2 references, personal statement, co-curricular form and or interview).

MAJORS AVAILABLE ARE AS FOLLOWS:

Bachelor of Science (B.Sc.)

- Accounting
- Banking and Finance
- International Relations
- International Tourism Management
- Insurance and Risk Management
- Economics
- Political Science (Government)
- Hospitality and Tourism Management [Hospitality Option; Tourism Option]
- Leadership and Management (Evening University ONLY)
- Management Studies
- Psychology
- Public Sector Management
- Social Work
- Sociology
- Sports Management

INSTITUTE FOR GENDER & DEVELOPMENT STUDIES

REQUIREMENTS

Five CSEC subjects (General Proficiency Grades I-III) or GCE O'Level subjects (Grades A-C) which must include English Language and Mathematics AND Two double Units CAPE subjects or 2 GCE A-Level subjects.

UNDERGRADUATE DEGREE PROGRAMMES

The Centre offers two minors in collaboration with other faculties:

- [Minor in Gender Studies \(a Humanities based minor\)](#)
- [Minor in Gender & Development Studies \(an applied policy-oriented minor based in the Social Sciences\)](#)

These minors may be combined with other majors and minors, for example, Agriculture, Literatures in English, Sociology, Management Studies, Visual Arts and Psychology.

FACULTY OF SPORTS

MAJORS AVAILABLE ARE AS FOLLOWED

Bachelor of Science (B.Sc.)

- [Sport Coaching \(new\)](#)
- [Sport Kinetics \(new\)](#)

<https://sta.uwi.edu/> provides full descriptions and requirements of all programmes offered.

UWI OPEN CAMPUS

The University of the West Indies (UWI) Open Campus is one of the four campuses that make up the pillars of The UWI, which was established in 1948. The institutionally accredited UWI serves the people of the region by offering higher, distance and continuing educational products, research and innovation and outreach services from all of its locations across the Caribbean region.

Applicants should meet normal or lower matriculation AND have an acceptable pass in CXC, CSEC (General Proficiency) Mathematics or its equivalent.

Normal Level

An acceptable pass in English A in an examination of the Caribbean Examination Council (CXC, CSEC), or an acceptable equivalent AND one of the following minimum qualifications:

1. Holders of CXC, CSEC Certificates, General Certificates of Education (GCE) (or the approved equivalents) who satisfy either Scheme A or Scheme B as stated below:

Scheme A:

They possess FIVE (5) subjects of which at least TWO (2) must be GCE Advanced Level (A' Level) passes, while the remainder may be acceptable passes in the CXC, CSEC or GCE O' Level examinations.

Scheme B:

They possess passes in FOUR (4) subjects of which at least THREE must be GCE A' Level passes, while the fourth may be an acceptable pass in the CXC, CSEC or GCE O' Level examinations.

DOCUMENTS REQUIRED TO APPLY

Applicants must submit the following supporting documents, to their selected Open Campus Site, immediately after completing the online application. Original documents along with photocopies of each document must be presented to the Site. The Site staff will certify the

photocopies of your documents and return the originals to you. **You must submit all required documents in order to complete the application process.**

- Application Receipt (A signed copy of the application receipt together with a passport picture)
- Birth Certificate or Valid Passport or Valid National ID Card or Valid Driver's Permit
- Marriage Certificate (where applicable)
- Legal Affidavit or Deed Poll (if present name or date of birth on your supporting documents is different from that on the Birth Certificate)
- All Academic Certificates [GCE, CXC ,CSEC]

CERTIFICATE AND DIPLOMA PROGRAMMES: Students who meet these equipment's can enrol in the following Undergraduate Certificate & Diploma courses.

CERTIFICATE	DIPLOMA
Early Childhood Development & Family Studies	Public Sector Administration
Criminology	Social Work
Social Work	Business Administration
Climate Change	Health & Family Life Education (HFLE) Instruction
Human Resource Management	Social Services
Tourism Hospitality Management in the Caribbean	Youth Development Work
Minding Sport: Health & Wellness	

<https://open.uwi.edu> provides full descriptions and requirements of all programmes offered.

THE UNIVERSITY OF TRINIDAD & TOBAGO

UTT's primary focus is on the development of Trinidad and Tobago. With its origin in the Trinidad and Tobago Institute of Technology (TTIT). UTT initially focused on programmes in engineering and technology. Today's programmes, however, go far beyond engineering and technology to a fuller spectrum of educational opportunities where experiential learning programmes are incorporated into the traditional learning environment.

Applicants must possess CXC/CSEC Grades I, II or III for entry into Certificate and Diploma Programmes. The higher your grade, the better will be your chance of being accepted as the competition for entry is high.

- The minimum age requirement is 16 years.
- Applicants can **ONLY** apply online at www.u.tt/apply and there is no application fee for online applications at this time. Applicants will be informed via automatic email correspondence every time an action or decision is taken with the application and must therefore must check emails periodically for these notifications.
- All applicants **MUST** scan, save in either PDF or TIF format and submit to the Admissions Unit.
- **One (1) copy** of the applicant's Birth Certificate.
- **One (1) copy** of **ALL RELEVANT** academic and/or professional certificates for CSEC (CXC 'O' Levels), GCE, CAPE, Undergraduate Certificate.
- All claims of academic qualifications must be supported by transcripts and certificates. Applications without relevant supporting documents are considered **incomplete** and will not be assessed.
- Applicants **MUST** present **ALL ORIGINAL** certificates upon acceptance into the programme of choice.

<https://utt.edu.tt/>, provides full descriptions and requirements of all programmes offered. Students may also contact their Call Centre at (868) 223-4888.

SITAL COLLEGE OF TERTIARY EDUCATION

“We will work with your career goals, design a pathway to help chart your career and personally guide you as you progress with your education. Your education experience will be supplemented with softer skills, which will help you to stand out in the workplace – skills that are highly valued by employers, and which many young job-seekers need to learn.” – SITAL COLLEGE

The SITAL College Campus is located at 104-106 Eastern Main Road Tacarigua Trinidad & Tobago. Contact can be made via their phone 1-868-226-5085 or 1-868-226-5084. SITAL College also accepts emails at admin@sitalcollege.edu.tt

DOCUMENTS REQUIRED TO APPLY

- Completed application form (sent upon request)
- Academic transcripts of any past qualifications (CSEC etc.)
- Personal statement – Guidance will be provided by SITAL
- References (If requested)

CERTIFICATE PROGRAMMES

According to the SITAL website, Certificate Courses for Entry Level Jobs are ideal for secondary school graduates and others who need work-ready skills. The following Certificate Courses are open entry, so students do not need any formal entry requirements to enrol.

- [Administer Assistant](#)
- [Medical Receptionist](#)
- [Geriatric Care](#)
- [Events Management](#)
- [Ecotourism](#)
- [Broadcasting \(Television and Radio\)](#)
- [Airline Reservations and Travel Agent Operations](#)

DIPLOMA

High school leavers also have the option to start from a Level 3 or Level 4 Foundation Diploma and work their way toward a Degree. These include:

- [Foundation Diploma in Business and Human Resource Management](#)
- [Diploma in Business and Human Resource Management](#)
- [Diploma in Business and Human Resource Management](#)
- [Foundation Diploma in Marketing Management](#)
- [Diploma in Business Management](#)

BACHELOR'S DEGREE IN BUSINESS MANAGEMENT

Five CSEC passes including English A and Mathematics at Grades III and above are needed to enrol in the Bachelor's Degree in Business Management. This programme is designed for students who wish to study Business Administration in an online, flexible mode online support combined with traditional face to face teaching at SITAL College (just one day a week). It offers students an opportunity to develop and enhance their e-skills at the same time they complete their academic qualification.

<https://sitalcollege.com/edu> provides full descriptions and requirements of all programmes offered.

ROYTEC

UWI-ROYTEC is a private tertiary-level institution which has distinguished itself in the areas of business, teacher education, technology studies and corporate training. Noted for its applied approach to teaching and learning the institution prides itself in preparing students for leadership and workplace readiness.

Applicants may obtain information and/or application forms from the Marketing Department, 136-138 Henry Street, Port of Spain and Naparima College, San Fernando and on ROYTEC's website.

Calls can be made to (868) 225-1299 for further information. The institution also accepts question through their Email marketing@roytec.edu.

REQUIREMENTS

A minimum of five CSEC (CXC) passes, (General Proficiency) Grades I and II (Grade III accepted from June 1998 onwards) or five GCE O' Level passes, Grades A, B and C (or equivalent) including English Language and Mathematics.

HOW TO APPLY

An application form must be completed and forwarded with the following:

- An application fee of \$120.00 TTD (non-refundable)*
(Please note that ROYTEC does not accept cash, payments can be made via Linx or Credit Card at this time.)
- The original and a copy of all relevant academic certificates.
- The original and a copy of either your National Identification Card or Passport

- The original and a copy of your marriage certificate/ affidavit. (This is applicable if the name on the certificate is different from the name on the application form)
- The original and a copy of your Birth certificate
- One (1) passport size photograph

Applicants may also be required to attend an interview to determine eligibility to enter a programme.

PROGRAMMES OFFERED

CERTIFICATE	ASSOCIATE DEGREES	DIPLOMA	DEGREE	SHORT COURSES
-Certificate in Social Sciences *	-Associate of Science Degree in Management (ADM)***	-Diploma in Real Estate Brokerage	-Bachelor of Education Degree for Primary School Teachers (B.Ed.)*****	-Principles of Real Estate Sales (14-week programme)
-Certificate in Early Childhood Care and Education**	-Associate of Science Degree in Information Systems Management (ADISM)****	-Diploma in General Management	Bachelor of Science Degree in Business Management (BDM)	Principles of Property Management (12-week programme)
-Certificate in Social Sciences		-Diploma in Management for Administrative Professionals	Bachelor of Science Degree in Information Systems Management (BISM)	
		-Diploma in		

		Project Management		
		-Diploma in Credit Union Management		
		-Diploma in Marketing and Sales Management		
		-Diploma in Public Relations		

***The Certificate in Social Sciences** is targeted specifically at individuals who wish to pursue a Bachelor's degree in the range of degrees within the Social Science discipline; but who do not meet the matriculation requirements to pursue same at The University of the West Indies- St. Augustine Campus. Students graduating from this programme with a 2.5 GPA will be guaranteed acceptance into any degree level programme within the Faculty of Social Sciences at The UWI, St. Augustine Campus.

****Certificate in Early Childhood Care and Education** is a two (2) year programme of study is approved by the Ministry of Education and allows graduates to matriculate into the Bachelor of Education Degree (B.Ed.) at UWI School of Business and Applied Studies Limited (trading as ROYTEC) in collaboration with the University of New Brunswick, Canada.

*****Graduates of the Associate Degree in Management** programme may progress to UWI-ROYTEC's Bachelor of Science in Business Management (BDM) programme for years 3 and 4 of undergraduate study.

******Associate of Science Degree in Information Systems Management (ADISM)** programme may progress to UWI-ROYTEC's Bachelor of Science in Information Systems Management for years 3 and 4 of undergraduate study.

*******Bachelor of Education Degree for Primary School Teachers (B.Ed.)** requires a minimum of 5 CXC (CSEC) (General Proficiency) passes Grades I & II or five (5) GCE O' Level passes, as stated before. However students may also be considered on the basis of their work experience and training- Subject to approval by UWI-ROYTEC's Admissions Committee.

N.B. All other Degree programmes at ROYTEC require more studies (CAPE, Associate Degree) to be completed

<https://www.roytec.edu> provides full descriptions and requirements of all programmes offered.

SCHOOL OF ACCOUNTING AND MANAGEMENT

SAM Caribbean Ltd commenced operation in 1984 offering short training courses in Accountancy, Management and Marketing. SAM later expanded its training into professional programmes of Business Management, Hotel and Tourism Management, Accounting, Banking and Marketing.

Programmes can be completed in just three years through an evening only or a Saturday only time schedule.

North Campus

1(868) 663-6681

Fax: 645-5613

South Campus

1(868) 653-1064

Fax: 653-5937

information@sam.edu.tt

REQUIREMENTS

Five (5) CSEC (CXC) subjects, inclusive of English A and Mathematics, Grades I, II, III

Interested applicants can apply via the institutions website.

Students can now enter a UK Bachelor's Degree with CXC (CSEC/O Levels) only without having to complete CAPE or A Levels. They also have the option of enrolling in a Certificate Programme and move on to a degree.

CERTIFICATE PROGRAMMES:

- Certificate in Business Management
- Certificate in Business & Law

CXC (CSEC/O LEVELS) TO DEGREES VIA CERTIFICATE:

- BSc. (Hons) Accounting & Finance
- BA (Hons) Business Management
- BA (Hons) Human Resource Management
- BA (Hons) Marketing

CXC (CSEC/O LEVELS) TO DEGREES:

- BSC Computing

<https://www.samtt.com/index.php/programmes> provides full descriptions and requirements of all programmes offered.

TRINIDAD AND TOBAGO HOSPITALITY AND TOURISM INSTITUTE

The **Trinidad and Tobago Hospitality and Tourism Institute** is an accredited training organization based in Chaguaramas, Trinidad. It was established in 1996 and is one of the largest hospitality training centres in the Caribbean. The school offers degrees and certificate programmes for local, regional and international students.

Students must [apply online](#). All relevant documents should be uploaded and originals brought to the Institute on the day of the interview.

Address: P.O. Box 41, Carenage, Trinidad, W.I.

Phone: 1.868.226.4250 / 1.868.634.4250/4456

Email: info@tthti.edu.tt

REQUIREMENTS

Five (5) CSEC (CXC) or GCE O' Levels (English A and Mathematic compulsory) OR Craft Level Certificate. However requirements may vary depending on the programme.

PROGRAMMES

Certificate

- [Culinary and Baking Skills](#)
- [Hospitality Skills](#)

Associate Degrees

- [Culinary Management](#)

- Food and Beverage Management

Diplomas

- Baking and Pastry Arts
- Culinary Arts
- Events and Conference Management
- Food and Beverage Supervision
- Hospitality and Tourism Operations

Bachelor of Science Degree

- Culinary Management
- Hospitality Management
- Tourism Management
- Sport Tourism Management

Certificate:

This is an academic certification awarded for post-secondary/tertiary study that generally lasts for

One (1) year.

Qualifications required: CSEC Certificate.

Diploma:

This is an academic certification awarded for post-secondary/tertiary study that generally lasts for

One (1) year.

Qualifications required: Three (3) GCE/ CSEC O' Level (English A and Mathematics compulsory)

Associate Degree:

An Associate Degree generally lasts for two (2) years.

Qualifications required:

Five (5) GCE/ CSEC O' Level (English A and Mathematics compulsory)

The Bachelor of Science Degree:

The Bachelor of Science Degree generally lasts four years.

Qualifications required:

- Persons wishing to complete the Bachelor's Programme must first be holders of a TTHTI Associate, Degree in Culinary Management, or an equivalent programme, with a minimum cumulative GPA of 2.5. Persons whose degree is not in Culinary Management, must complete all the required prerequisites.

<https://tthti.edu.tt/> provides full descriptions and requirements of all programmes offered.

UNIVERSITY OF THE SOUTHERN CARIBBEAN (USC)

As one of the oldest tertiary institutions in the Southern Caribbean, USC prides itself in offering a holistic education in a safe, serene and green environment. With over 3,500 students, a low student-to-faculty ratio and professors that care, they allow students to “build genuine friendships and careers.”

General information

University of the Southern Caribbean

P.O. Box 175, Port Of Spain, Trinidad

Tel: (868) 662-2241

Fax: (868) 662-1197

E-mail: info@usc.edu.tt

REQUIREMENTS

All University of the Southern Caribbean (USC) undergraduate degree programmes are two-year and four-year post-secondary programmes, with some exceptions which may entail an additional semester to complete. The following admission policies shall govern these degree programmes.

Applications for admission to the USC programmes must be processed via the USC Admissions Office.

Regular admission to baccalaureate and associate degree programmes shall be on the basis of any certificate giving regular university entrance status, for the country of origin of the student making the application. This may include one of the following:

- Five O-level GCE/CSEC passes, including English A.

Pre-University Certificate

The Pre-University Certificate (PUC) programme was established to provide an alternative path for potential students to gain entry to selected degrees offered by the University. PUC seeks to re-enforce the academic foundation of GCE/CXC/CSEC graduates, as well as mature applicants desirous of entering the academic system. This three (3) month programme allows successful students the pathway to degrees in the areas of Social Sciences, Business, Humanities and Theology and Religion. The programme has three intake cycles per year, these being January, May, and September. A Certificate of Achievement will be given to students who successfully pass the course with a C+ or above. Students receiving a passing grade of C+ will be offered pathways to degrees in the areas identified above. These include:

- [Foundation Mathematics](#)
- [Academic Skills & English Language](#)
- [Foundation of College Success & Career Planning](#)
- [Foundation of Information Technology](#)

Please note the following:

- The Pre- University Courses taken are not transferrable to any degree programme at USC.
- Course is only run when 10 to 12 persons are registered

The following supporting documents are required.

- [Completed application form](#). Application forms can be collected and submitted at the Student Advisement Centre and Office of Admissions.
- 2 Passport size photographs
- Receipt of Payment (The Application Fee of \$100 TT is Non-refundable)
- Validated Copies of the Following: I.D./Driver's Permit/Passport, Birth Certificate, Marriage Certificate (If Applicable)

Cost

- \$3,000 TT
- Application Fee - \$100 TT

CONTACT INFORMATION

Director, Freshmen Advisement

Phone: 1-868-662-2241 Ext 1601/1602/1604/1605

Email: studentadvisement@usc.edu.tt

PROGRAMMES

- Business Administration, A.S
- Computer Information Systems, A.S
- Nursing - (AS - BS), B.S
- Premedical Studies, A.S
- Paralegal Studies, Certificate
- Music, A.S
- Economics, B.S
- Finance, B.B.A
- Hospitality and Tourism Management, B.B.A
- Human Resource Management, B.B.A
- Management, B.B.A
- Marketing, B.B.A
- Biology, B.S
- Computing, B.S
- Family and Consumer Sciences, B.S
- Nursing, B.S
- Nutrition and Dietetics, B.S
- Behavioural Sciences, B.S

- Criminology and Criminal Justice, B.S
- Psychology, B.S
- Social Work, B.S
- Sociology , B.S
- Early Childhood Education, B.S
- Educational Studies - Emphasis Special Education, B.S
- Elementary Education, B.S
- English , B.A
- History, B.A
- Music (Music Education Emphasis), B.A
- Primary Education, B.Ed.
- Social Studies, B.S
- Religion, B.A
- Theology, B.A

<https://www.usc.edu.tt/> provides full descriptions and requirements of all programmes offered.

SCHOOL OF BUSINESS AND COMPUTER SCIENCE

SBCS Global Learning Institute opened in 1987 when their Founder and Executive Director embarked on a mission to realise the full potential people, through education and training. SBCS presently teach via online learning and face to face classroom interaction. With an increasingly diverse and international student body spread across 150 countries the instruction rebranded ourselves as SBCS Global Learning Institute in 2019.

REQUIREMENTS

Minimum of 4 CXC/CSEC /O' Levels for Undergraduate Degree

Short Courses – Computer Literacy (e.g. IT Courses –Fundamentals of Computer Repairs and Graphics.

SBCS San Fernando (SF) opened its doors on 20th February, 2006. Strategically located at an easy access point on the Mon Repos Roundabout. The campus is the third of SBCS' modern tertiary educational institutions. SBCS SF caters for both individuals and companies in terms of location and offerings. They provide industry-relevant programs in the areas of Business, Information Technology, Engineering, Health and Safety, Procurement and MBA. Programmes offered:

BUSINESS

- [SBCS Diploma in Applied Business Studies](#)
- [Bachelor of Arts \(Hons\) in Business Management – University of Sunderland](#)

COMPUTING

- [SBCS Diploma in Computing](#)
- [ABMA Diplomas in Computing & Information Systems](#)

- BTEC Higher National Diploma in Computing
- Bachelor of Science (Hons) in Computing & Information Systems – University of Greenwich

ENGINEERING

- SBCS Diploma in Electrical and Mechanical Engineering Technology
- BTEC Higher National Diploma in Electrical & Electronic Engineering

HEALTH & SAFETY

- Bachelor of Science (Hons) in Occupational Safety, Health & the Environment – University of Greenwich

HUMAN RESOURCES

- Bachelor of Arts (Hons) in Business and Human Resources (Top-Up) – University of Sunderland

MARKETING

- Bachelor of Arts (Hons) in Business and Marketing (Top-Up) – University of Sunderland

PROCUREMENT & SUPPLY MANAGEMENT

- Chartered Institute of Procurement & Supply (CIPS) suite

EMPLOYABILITY & DEVELOPMENT

- Continuing Professional Development Courses
- One Day Professional Development courses
- Customised Corporate Training

The Champs Fleurs campus is the primary base and executive hub of SBCS. Commissioned in 1990, it is SBCS' flagship campus and stands as the vanguard for the articulation and execution of their guiding principles and operational philosophies. Programmes offered:

ACCOUNTING & FINANCE

- Foundations in Accountancy (FIA)
- Association of Chartered Certified Accountants (ACCA)
- Chartered Institute for Securities & Investment (CISI) suite

BUSINESS

- Association of Business Executives (ABE) suite
- SBCS Diploma in Applied Business Studies
- Bachelor of Arts (Hons) in Business Management (Top-Up) – University of Sunderland

COMPUTING

- SBCS Diploma in Computing
- ABMA Diplomas in Computing & Information Systems
- BTEC Higher National Diploma in Computing
- Bachelor of Science (Hons) in Computing & Information Systems (Top-Up) – University of Greenwich

ENGINEERING

- SBCS Diploma in Electrical and Mechanical Engineering Technology
- BTEC Higher National Diploma in Automotive Engineering
- BTEC Higher National Diploma in Engineering (Electrical and Electronic Engineering)
- BTEC Higher National Diploma in Engineering (Mechanical Engineering)
- Bachelor of Engineering (Hons) in Electrical and Electronic Engineering Technology (Top-Up) – University of Greenwich
- Bachelor of Science (Hons) in Engineering Management (Construction) (Top-Up) – University of Greenwich

HEALTH & SAFETY

- [SBCS Fundamentals Of Health Safety & Environment](#)
- [SBCS Matriculation to BSc. \(Hons\) Occupational Safety, Health & Environment](#)
- [Bachelor of Science \(Hons\) in Occupational Safety, Health & Environment \(Top-Up\) – University of Greenwich](#)

HUMAN RESOURCE MANAGEMENT

- [Bachelor of Arts \(Hons\) in Business and Human Resources \(Top-Up\) – University of Sunderland](#)

MARKETING & PUBLIC RELATIONS

- [Bachelor of Arts \(Hons\) in Business and Marketing \(Top-Up\) – University of Sunderland](#)

PROCUREMENT & SUPPLY MANAGEMENT

- [Chartered Institute of Procurement & Supply \(CIPS\) suite](#)

EMPLOYABILITY & DEVELOPMENT

- [Continuing Professional Development Courses](#)
- [One Day Professional Development courses](#)
- [Customised Corporate Training](#)

SBCS Trincity was established on September 5, 2008 and stands at the corner of Beaulieu Avenue and Trincity Boulevard, Trincity. Classes officially commenced at this facility in January 2009 with the MBA Edinburgh Business School and BSc. Business Administration (Royal Holloway). Since then, the campus has evolved into SBCS' Centre for Media, Communication and Design. As the Centre for Media, Communication and Design, Trincity campus sports Mac and PC Design Labs, an Art Design Studio and General Library. The campus' fifteen (15) classrooms and Student Recreation Room are situated on the basement level (underground), while the main entrance and General Administration are located on the first floor.

In addition to this, Trincity Campus is also home to the nation's first **Prometric Testing Centre** providing appointments for professional licensing, certification and graduate admissions examinations. Programmes offered:

ART & DESIGN

- [SBCS Certificate in Video and Photography Elements](#)
- [SBCS Diploma in Media and Graphic Design](#)
- [BTEC Higher National Diploma in Art and Design](#)
- [Bachelor of Arts \(Hons\) in Graphic Design – University of Sunderland](#)

BUSINESS

- [Association of Business Executives \(ABE\) suite](#)
- [Bachelor of Arts \(Hons\) in Business Management – University of Sunderland](#)

MEDIA

- [BTEC Higher National Diploma in Creative Media Production](#)
- [Bachelor of Arts \(Hons\) in Mass Communications – University of Sunderland](#)

PROCUREMENT & SUPPLY MANAGEMENT

- [Chartered Institute of Procurement & Supply \(CIPS\) suite](#)

EMPLOYABILITY & DEVELOPMENT

- [Continuing Professional Development Courses](#)
- [Customised Corporate Training](#)

<http://www.sbcs.edu.tt/programme/> provides full descriptions and requirements of all programmes offered.

CARIBBEAN NAZARENE COLLEGE

Caribbean Nazarene College offers quality education in a Christian environment. The College's commitment to quality education can be seen in its emphasis of cultivating Christian leadership through academic excellence, spiritual development, community awareness, and steadfast loyalty to the principles of the Wesleyan holiness tradition in a Caribbean cultural environment. The programmes are designed to prepare persons for pastoral ministries and religious education in the local church and to prepare persons who desire to serve as Christian leaders in the church, their chosen careers, and religious and business organizations. The College also strives to encourage lifelong learning for those in leadership and to enhance the ministry of those that are already in ministry or in full-time career positions by offering seminars, conferences, and workshops.

Address: LP 25, Sam Boucaud Road, Cantaro, Upper Santa Cruz, Trinidad

Mailing Address: P.O. Box 3781, Cantaro, Upper Santa Cruz, Trinidad & Tobago, W.I.

Telephone:

Main: 1-868-676-8714 / 1-868-676-6134

Fax: 1-868-676-2092

Facebook: www.facebook.com/caribbeannazarenecollege

LinkedIn: www.linkedin.com/edu/caribbean-nazarene-college-163086

For General Information, please email info@cnc.edu

REQUIREMENTS

Minimum of 5 CXC/CSEC /O' Levels for Undergraduate Degree including English and Mathematics.

UNDERGRADUATE STUDY:

- Diploma in Christian Education
- Diploma in Theology
- Bachelor of Arts in Christian Education
- Bachelor of Arts in General Studies:
 - Management of Human Resources
 - Music
 - Psychology and Counselling
 - School Education with emphasis in Early Childhood Care and Education
 - School Education with emphasis in Primary Education
 - Theological Studies
- Bachelor of Arts in Social Work
- Bachelor of Arts in Theology
- Bachelor of Education:
 - Religious Education

www.cnc.edu provides full descriptions and requirements of all programmes offered.

SCHOLARSHIP RESOURCES

Scholarships and Advanced Training Division

Ministry of Public Administration

Level 5, National Library Building

Corner Hart and Abercromby Streets

Port of Spain

Trinidad, West Indies

Tel. (868) 623-7608/1035/2114

Opening hours: 8:00 am to 4:00 pm, Monday to Friday, except public holidays.

ONLINE INFORMATION

- http://www.ttconnect.gov.tt/gortt/portal/ttconnect/Non_jobseekerDetail/?WCM_GL_OBAL_CONTEXT=/gortt/wcm/connect/gortt+web+content/TTConnect/Non-National/Role/AJobSeeker/Scholarships/Scholarships
- <http://www.mpa.gov.tt/home/divisions/satd.html>

ON THE JOB TRAINING

The On-the-Job Training Programme (OJT) is a pre-employment programme which offers participants between the ages of 16-35 an induction into the world of work and focuses on their acquisition of practical occupational skills and experience within organisations (public and private) in the Republic of Trinidad and Tobago.

OJT Trainee Application Requirements:

- Applicants are expected to complete the OJT Trainee Application Form and attach copies of the following documents:
- Academic certificates
- National Identification (ID) Card
- Birth Certificate
- Two (2) Letters of Recommendations (no more than 6 months old)
- Resume
- Utility Bill (no more than 2 months old)

New Stipend Rate:

Level 1: From \$3,025.00 per month (CXC or Craft Level Training)

Level 2: From \$4,356.00 per month (Two “A” Level/ CAPE/ Technical Diploma)

Level 3: From \$5,445.00 per month (Associate Degree)

Level 4: From \$7,562.50 per month (Undergraduate Degree)

Level 5: From \$8,712.00 per month (Post graduate Degree)

CONTACT INFORMATION

Corner Chaguanas Main Road and Connector Road,

CHAGUANAS

Tel: 671-3457 | 671-4447 | 671-7822 | 800-4OJT (4658)

Corner. John & Lange Street, Montrose,

CHAGUANAS

Tel: 665-6658 | 672-7706

Email: ojthelpdesk@ojt.gov.tt

International Waterfront Centre

Tower C, Level 5

#1A Wrightson Road

PORT OF SPAIN

Tel: 625-8478

Email: ojthelpdesk@ojt.gov.tt

(Note: Applications Drop-Off Centre **ONLY**)

#40-42 St. James Street, Level 3

SAN FERNANDO

Tel: 657-3045

Email: ojthelpdesk@ojt.gov.tt

TAM Building, Lot #2, Ground Floor, Room 14

Glen Road, Scarborough,

TOBAGO

Tel: 685-8187

Email: ojthelpdesk@ojt.gov.tt

#16-20 Eastern Main Road,
ANVA Plaza, Level 2

TUNAPUNA

Tel: 685-8256

Email: ojthelpdesk@ojt.gov.tt

#69 Main Road,

POINT FORTIN

Tel: 648-5810

Email: ojthelpdesk@ojt.gov.tt

Siparia Administrative Complex,
Corner Allis Street and SS Erin Road,

SIPARIA

Tel: 649-2481 | 649-0982

Email: ojthelpdesk@ojt.gov.tt

ONLINE RESOURCES

https://sta.uwi.edu/admissions/programmes/facreq_med.asp

https://sta.uwi.edu/admissions/undergrad/faqs_faculty_requirements.asp

<https://sta.uwi.edu/admissions/apply/default.asp>

<https://www.costaatt.edu.tt/admissions/entry-requirements/>

<https://www.costaatt.edu.tt/admissions/tuition-information/>

<http://www.e-gate.gov.tt/gate-app/faq.htm>

www.u.tt

www.sbc.edu.tt

<http://tthti.edu.tt/>

<https://usc.edu.tt/academics/degrees/>

<https://open.uwi.edu/>

<https://open.uwi.edu/programmes>

<https://open.uwi.edu/future-students>

<https://www.cxc.org/examinations/cape/>

<https://www.open.uwi.edu/undergraduate/programme-advising>

https://sta.uwi.edu/ffa/content/programmes?qt-programmes_page=0#qt-programmes_page

<https://sta.uwi.edu/fhe/certificate.asp>

<https://sta.uwi.edu/fms/programmes>

<https://www.moe.gov.tt/tertiary/>

<https://sitalcollege.com/edu/programmes/>

https://www.roytec.edu/index.php?option=com_content&view=article&id=26&Itemid=542

<https://www.molsed.gov.tt/services/on-the-job-programme-ojt>

<http://www.mic.co.tt/page/technical-vocational-instructor-teacher-training-tvitt->

<https://nesc.edu.tt/>

GLOSSARY

A

Academic Advisor:

A member of a school's faculty or professional staff who provides advice and guidance to students on academic matters, such as course selections and degree requirements. They can also serve as excellent campus resources for other campus services. Some academic advisors are professional advisors -- being an academic advisor is their full-time job. Many professional academic advisors have specialized educational backgrounds in college student development and the adult learner.

Academic Year:

Annual period during which a student attends and receives formal instruction at a college or university, typically from August or September to May or June. The academic year may be divided into semesters, trimesters, quarters, or other calendars.

Accredited:

Official recognition that a college or university meets the standards of a regional or national association. Some professional programs (e.g., nursing, business, and engineering) may also be accredited. Governments worldwide often only recognize degrees from accredited schools.

Associate Degree:

An undergraduate degree awarded by a college or university upon successful completion of a program of study, usually requiring two years or the equivalent) of full-time study. An associate's degree is typically awarded by community colleges; it may be a career or technical degree, or it may be a transfer degree, allowing students to transfer those credits to a four-year bachelor's degree-granting school. Common degree types include Associate of Arts (A.A.), Associate of Science (A.S.) or Associate of Applied Science (A.A.S.) and generally require a program of 60-62 college level credits.

B

Bachelor Degree:

An undergraduate degree awarded by a college or university upon successful completion of a program of study, typically requiring at least four years (or the equivalent) of full-time study. Common degree types include Bachelor of Arts (B.A. or A.B.), Bachelor of Science (B.S.), Bachelor of Applied Science (B.A.S.), or a Bachelor of Interdisciplinary Studies (B.I.S.). A typical bachelor's degree requires 120-135 college level credits. A bachelor's degree is required before starting graduate studies.

C

Campus:

The grounds and buildings where a college or university is located.

CAPE:

The Caribbean Advanced Proficiency Examination (CAPE) is designed to provide certification of the academic, vocational and technical achievement of students in the Caribbean who, having completed a minimum of five years of secondary education, wish to further their studies.

Certificate:

A college certificate is a quickly obtained credential awarded by an educational institution. Often lasting just a few months, certificate programs are shorter than two-year associate or four-year bachelor's degree programs and usually allow students to enter the workforce much more quickly.

CSEC:

CSEC stands for Caribbean Secondary Education Certificate. CSEC examinations are normally written by candidates who have completed two years of the syllabus at the secondary level

College:

A post-secondary institution that typically provides only an undergraduate education, but in some cases, also graduate degrees. "College" is often used interchangeably with "university" and "school." Separately, "college" can refer to an academic division of a university, such as College of Business.

Course:

A regularly scheduled class on a particular subject. Each college or university offers degree programs that consist of a specific number of required and elective courses.

Credits:

Units that a school uses to indicate that a student has completed and passed courses that are required for a degree. Each school defines the total number and types of credits necessary for degree completion, with every course being assigned a value in terms of "credits". Most courses are offered for 3 credits. The number of credits typically reflects the number of classroom hours per week.

CXC:

The Caribbean Examinations Council (CXC) is an examination board in the Caribbean.

D

Degree:

A diploma or title awarded to students by a college or university after successful completion of a program of study.

Department:

A division of a school/college, made up of faculty and support staff that gives instruction in a particular field of study, such as the history department.

E

Electives:

Courses that students can choose to take for credit toward a degree, but are not required. Most degree programs have one or more elective courses included.

Enrol:

To register or enter a school or course as a student.

Engineering:

The branch of science and technology concerned with the design, building, and use of engines, machines, and structures.

F

Faculty:

A group of university departments concerned with a major division of knowledge.

Freshman:

A student in the first year of high school or college/university. A student's age has no bearing on being classified as a "freshman." To progress to sophomore status, a student must achieve a minimum number of credits.

Full-time student:

A student who is enrolled at a college or university and is taking at least the minimum number of credits required by the school for a full course load. Typically, enrolment in 12 credits is considered to be full-time; however, students may need to enrol in more credits per semester to complete the program as a full-time student.

G

Grade:

A score or mark indicating a student's academic performance on an exam, paper, or in a course.

Grade point average (GPA):

A student's overall academic performance, which is calculated as a numerical average of grades earned in all courses. The GPA is determined after each term, typically on a 4.0 scale, and upon graduation, students receive an overall GPA for their studies.

GCE O'Levels:

The O'Level (Ordinary Level; official title: General Certificate of Education: Ordinary Level) is a subject-based qualification conferred as part of the General Certificate of Education.

H

Humanities:

Academic courses focused on human life and ideas, including history, philosophy, foreign languages, religion, art, music, and literature.

I

Institute:

An organization created for a specific purpose, usually for research, that may be located on a college or university's campus.

L

Liberal arts:

Academic studies of subjects in the humanities, social/behavioural sciences, and the natural sciences, with a focus on general knowledge, in contrast to a professional or technical emphasis.

M

Major:

The academic subject area that a student chooses to focus on during his or her undergraduate studies. Students typically must officially choose (or declare) their major by the end of their sophomore year, allowing them to take a number of courses in the chosen area during their junior

and senior years. Students should meet with their academic advisor to complete any required paperwork related to choosing a major.

Minor:

An academic subject area that a student chooses to have a secondary focus on during their undergraduate studies. Unlike a major, a minor is typically not required, but it allows a student to take a few additional courses in a subject different from his or her major.

N

Non-Resident:

A student who does not meet a state's residence requirements. A college or university may have different tuition costs and admissions policies for residents versus non-residents. In most cases, international students are considered non-residents.

O

Orientation:

A college or university's official process of welcoming new, accepted students to campus and providing them with information and policies before classes begin, usually in a half-day or full-day or an online event. Generally, students register for their first semester courses at orientation and have the opportunity to meet with their academic advisor.

P

Part-Time Student:

A student who is enrolled at a college or university but is not taking the minimum number of credits required for a full course load.

Placement test:

An exam used to test a student's academic ability so that he or she may be placed in the appropriate courses in that field (e.g., foreign languages). In some cases, a student may be given academic credit based on the results of a placement test.

Prerequisite:

A required course that must be completed before a student is allowed to enroll in a more advanced one.

R

Registration:

The process in which students choose and register in courses to be taken during the academic year or in summer sessions.

S

Scholarship:

A type of financial aid that consists of an amount of free money given to a student by a school, individual, organization, company, charity, or federal or state government. Often, a student's exceptional academic achievement is the basis for such an award.

Semesters:

Periods of study that divide the academic year into two equal segments of approximately 15 weeks each (e.g., fall and spring). Some schools also offer shorter summer semesters, in addition to the traditional academic year.

Seminar:

A course offered to a small group of students who are typically more advanced and who meet with a professor to discuss specialized topics and writings.

Social Science:

The study of human society and of individual relationships in and to society.

T

Term:

Periods of study, which can include semesters, quarters, trimesters, or summer sessions.

Transcript:

An official record of a student's coursework and grades at a high school, college, or university evaluation.

Tuition

An amount of money charged by a school per term, per course, or per credit, in exchange for instruction and training. Tuition generally does not include the cost of textbooks, room and board, and other fees.

U

Undergraduate Student/Undergraduate Studies:

A student enrolled in a two-year or four-year academic program at a college or university after graduation from high school, leading to an associate or bachelor's degree.