



Documents Required

- Copy of Birth Certificate
- 3 Passport Size Pictures
- Copy of TRN
- Copy of CSEC/CAPE Results
- Registration Fee
- Reference Letter

APPLICATION & PERSONAL DATA FORM

CXC – CSEC, CAPE-2017-18

PERSONAL DATA

NAME

Surname (family name)	First Name	Middle Name
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(Please tick appropriate box)

Mr. Mrs. Miss

DATE OF BIRTH

MM DD YY

TELEPHONE NO. (Student - cellular)
(876) -

ALLERGIES &/or DISABILITIES?
Yes No If yes, please specify _____

TELEPHONE NO. (Student - Home)
(876) -

ADDRESS

_____ *e-mail address: _____

NEXT OF KIN: Mr. Mrs. Miss _____

***EMERGENCY TELEPHONE NO.**
(876) -

NAME OF PARENT/GUARDIAN/SPONSOR: _____

OCCUPATION: _____

RELATIONSHIP TO STUDENT:
Mother Father Sister Brother Other (please specify) _____

***TELEPHONE NO. (Work)**
(876) -

WORKPLACE: _____ **E-MAIL ADDRESS: *** _____

APPLICATION FOR (please circle the programme of interest)

<input type="checkbox"/> CXC	<input type="checkbox"/> CAPE	<input type="checkbox"/> CSEC	<input type="checkbox"/> HEART Geriatric and Early Childhood Programme (NO SUBJECTS REQUIRED!)
	<input type="checkbox"/> Engineering Course		<input type="checkbox"/> Advance Placement (Faculty of Humanities)

***LAST SCHOOL/INSTITUTION ATTENDED:** _____

SUBJECT REGISTRATION

Advanced Level CXC – CAPE (Units I &/or II)	Ordinary Level (CXC-CSEC)
Accounting <input type="checkbox"/>	Biology <input type="checkbox"/>
Biology <input type="checkbox"/>	Chemistry <input type="checkbox"/>
Caribbean Studies* <input type="checkbox"/>	English Language <input type="checkbox"/>
Computer Science <input type="checkbox"/>	Information Technology (G) <input type="checkbox"/>
Communication Studies <input type="checkbox"/>	Electronic Data Prep. Management <input type="checkbox"/>
Chemistry <input type="checkbox"/>	Human & Social Biology* <input type="checkbox"/>
Economics <input type="checkbox"/>	Mathematics <input type="checkbox"/>
Entrepreneurship <input type="checkbox"/>	Physics <input type="checkbox"/>
History* <input type="checkbox"/>	Principles of Accounts <input type="checkbox"/>
Law <input type="checkbox"/>	Principles of Business <input type="checkbox"/>
Literatures in English <input type="checkbox"/>	Social Studies <input type="checkbox"/>
Management of Business <input type="checkbox"/>	Office Administration <input type="checkbox"/>
Physics <input type="checkbox"/>	
Pure Mathematics <input type="checkbox"/>	
Sociology <input type="checkbox"/>	

PLEASE NOTE: * These subjects will only be offered if class size is sufficient.

CAPE PRE-REQUISITES

- ♦ **Economics:** Mathematics & English Language - Grades 1-3 along with 3 other CSEC/OL subjects
- ♦ **Computer Science:** Mathematics - Grades 1-2 along with 4 other CSEC subjects.
- ♦ **Pure Sciences:** Biology, Chemistry, Physics, Mathematics and English -

CAREER ADVANCEMENT PROGRAMME- SKILL AREAS

BUSINESS STUDIES

MATRICULATION REQUIREMENTS & PRE-CONDITIONS

- ❖ Students **MUST** achieve basic UWI matriculation status of **five** (5) CXC's/O levels inclusive of English and Mathematics **PLUS** two (2) Advanced level subjects to be accepted into the UWI.
- ❖ Students who do not possess all these subjects **MUST** sit the subjects required to achieve admittance into the UWI.
- ❖ **ALL** Students who are enrolled in the Advanced level programme and who do not possess a Grade 1 in English Language or a Grade I or II pass in CAPE Communication Studies **MUST** register for CAPE Communication Studies (please note that Communication Studies cannot be used as a matriculation subject for the UWI).
- ❖ **TUITION MUST BE PAID IN FULL PRIOR TO THE PAYMENT OF EXAM FEES. CXC EXAMINATION FEES ARE NOT INCLUDED IN TUITION FEES; THERE ARE NO REFUNDS ON EXAMINATION FEES**
- ❖ **STUDENTS WITHDRAWING FROM THE PROGRAMME WILL BE CHARGED A WITHDRAWAL FEE OF \$10,000.00JMD.**
- ❖ **SUBJECTS CANNOT BE DROPPED OR SWITCHED AFTER THE FIRST TWO (2) WEEKS OF THE SCHOOL YEAR; REQUESTS MUST BE MADE IN WRITING BY PARENT/GUARDIAN**
- ❖ **NO REFUNDS WILL BE CONSIDERED AFTER THE FIRST TWO (2) WEEKS OF THE SCHOOL YEAR; ALL REQUESTS MUST BE IN WRITING**
- ❖ To be eligible for **CAREER ADVANCEMENT PROGRAMME** applicants must be between the ages of 16-18 and have at least one CSEC subject or a pass in the HEART diagnostic test.

Career Choice # 1: _____ **Tertiary institution of 1st choice** _____

Career Choice # 2: _____ **Tertiary institution of 2nd choice** _____

NOTE: The Pre-University School is an independent institution and is not a Department or Faculty of the University of the West Indies.

QUALIFICATIONS & EDUCATIONAL BACKGROUND (previous subjects attained; i.e., Professional Certificates etcetera)

	LEVEL (CSEC or CAPE)	SUBJECTS/CERTIFICATES	YEAR	GRADE
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

HOW DID YOU FIND OUT ABOUT PRE-UNIVERSITY SCHOOL

- | | | | |
|-------------------|--------------------------|------------------|--------------------------|
| Newspaper | <input type="checkbox"/> | Radio | <input type="checkbox"/> |
| Television Advert | <input type="checkbox"/> | Academic Seminar | <input type="checkbox"/> |
| Flyer | <input type="checkbox"/> | Social Media | <input type="checkbox"/> |
| Family/Friend | <input type="checkbox"/> | Other _____ | <input type="checkbox"/> |

FINANCING: (Tuition/Fees)

Registration (Non-refundable)	-	\$2,000.00	TERMS OF PAYMENT (please tick appropriate box)
Identification Card (Mandatory)	-	\$1,000.00	
SEMESTER FEES			FULL PAYMENT <input type="checkbox"/>
CXC – CSEC	-	\$15,000.00	PAYMENT PLAN SCHEME <input type="checkbox"/> (Pay per semester. The academic year consists of two. Sept. –Dec. is semester one, Jan.-Apr. is semester 2)
CXC – CSEC Info Technology	-	\$20,000.00	
CXC - CSEC EDPM	-	\$17,000.00	10% discount on yearly tuition fee if it is paid in full Discount does not apply to Lab fees, IT, EDPM, Computer Science, Registration and ID
CXC - CAPE – 1 Unit	-	\$17,000.00	
CXC - CAPE - 2 Units		\$25,000.00	
YEARLY FEES			PLEASE NOTE: <ul style="list-style-type: none"> • SEMESTER ONE FEES must be paid in full before the student is allowed to begin classes. • SEMESTER TWO FEES become due no later than November 15, 2017. • Students on the payment plan scheme listed above or otherwise will not be entered for CSEC/CAPE examinations if payments are not current. This will result in students paying a late fee for examinations as required by the Overseas Examinations Council. • If payment of tuition fees are not completed by the specified date, students will be barred from all classes.
CXC -CSEC		\$30,000.00	
CXC-CSEC Info Technology		\$40,000.00	
CXC- EDPM	-	\$34,000.00	
CXC- CAPE- 1 Unit	-	\$34,000.00	
CXC -CAPE -2 Units(same subject)	-	\$50,000.00	
LAB FEE: If doing 1 lab		\$30,000.00	
 If doing 2 labs	-	\$50,000.00	
 If doing 3 labs	-	\$75,000.00	
Double Unit-same subject		\$50,000.00	
Engineering Course		\$150,000.00	
Advance Placement (Faculty of Humanities)		\$120,000.00	
Geriatric and Early Childhood		\$120,000.00	

REFERENCE

Written reference from Principal, Vice Principal or Guidance Counselor from last school attended. **AND**

NAME OF REFERENCE: (Someone other than a family member)

Mr. Mrs. Miss _____

CONTACT NO. (cellular)

(876) -

OCCUPATION: _____ **INSTITUTION:** _____

WORK ADDRESS: _____

I hereby authorize the Pre-University School to seek information from the above named referee and my institution of previous enrollment with regards to my application process.

DECLARATION: I _____ have read, understand and completed the above form and therefore comply with all stipulations listed.

Student's Signature:

Date:.....

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FOR OFFICE USE ONLY				
DATE	TOTAL FEES	AMOUNT PAID	BALANCE	SIGNATURE