

## How and when do I apply?

On-line applications at [www.cavehill.uwi.edu/chol](http://www.cavehill.uwi.edu/chol) will be open from November 12, 2007 to January 31st, 2008. Application fees are waived for on-line applications. Paper applications are accepted anytime but attract a fee of BDS\$30.00. Note that you are encouraged to apply on-line for a quicker response.

## What documents do I need to produce?

The following documents must be submitted whether you are applying on-line or on paper. You are strongly urged to start getting these together even before beginning the on-line application process.

- Application fees (waived for on-line applications only).
- A resumé of your job and other experience that is relevant to your desire to pursue the degree programme. Include Employer Contact Information.
- A statement from you as to why you wish to pursue the degree programme.
- One page Research proposal for MPhil, PhD and DM applicants ONLY.
- Two (2) referee reports. (Two (2) academic referees are preferred but in certain circumstances one (1) academic referee and one (1) work referee could be accepted.) These must be submitted in sealed envelopes as part of your application.
- Signed copy of Confirmation receipt (required for all on-line applications).
- Birth Certificate (not required from UWI graduates).
- Marriage Certificate (where applicable).
- Legal Affidavit or deed poll if your present name is different from that on the Birth Certificate.
- Official transcripts (these must be sent to Cave Hill directly from the granting institution).

All applicants must submit original or notarised copies of the above documents. In the case of notarised documents, the University reserves the right to request the original documents.

## How soon will I hear from the University about my application?

Wherever possible, decisions will be taken within 6-8 weeks of receipt of completed applications. Persons whose transcripts show that they are currently enrolled in a programme may be issued provisional offers. No offers will be made to students who have not submitted all required documentation.

## Where can I get more information?

The website of the School for Graduate Studies and Research can be found at [www.cavehill.uwi.edu/gradstudies](http://www.cavehill.uwi.edu/gradstudies).

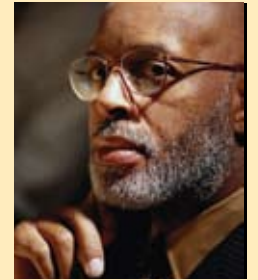
Here you will find the most current administrative information and links to all programme pages.

You are further encouraged to visit the School's Document Library and note the Regulations for Graduate Diplomas and Degrees which all graduate students are expected to observe.

Should you have any questions that are not answered herein, feel free to contact the School for Graduate Studies by email at [gradstudies@cavehill.uwi.edu](mailto:gradstudies@cavehill.uwi.edu)



The University of the West Indies  
Cave Hill Campus



# APPLICATION INFORMATION

## GRADUATE DEGREE PROGRAMMES

### 2008-2009



JOIN THE TRADITION OF EXCELLENCE

## Into which billing category does my programme fall?

Graduate programmes are considered in two categories.

- 1) University Grants Committee- funded programmes (UGC), and
- 2) Self-financing programmes

The category determines the fee structure. Students in UGC-funded programmes are billed every semester until their degree is awarded. The fee is set by the University Grants Council and reviewed annually.

Students in self-financing programmes are billed for the entire programme (if undertaking a full-programme load every semester), or by course (if undertaking a part-time course load every semester).

## What is the difference between full-time and part-time?

Students who undertake a full course load are considered full-time even though the courses are delivered in the evening and on weekends. A part-time student is one who undertakes half of the course load and therefore takes twice as long as a full-time student to complete the same programme. Fees in the table for UGC-funded programmes are the annual full-time fees. A part-time student is billed 50% of the full-time rate annually.

## Will I be sponsored by my Government?

Countries which contribute to the running of the University have policies governing sponsorship. Students are urged to check with their Ministry of Education (or equivalent) regarding the policy of their country. Students are normally sponsored for UGC-funded programmes only, but students are entitled to make representation on their own behalf with respect to self-financing programmes.

## Which are the Contributing countries?

Anguilla, Antigua & Barbuda, Barbados, Belize, British Virgin Islands, Dominica, Grenada, Jamaica, Montserrat, St Kitts/Nevis, St Lucia, St Vincent & the Grenadines , The Bahamas, The Cayman Islands, and Trinidad & Tobago.

## So what will it cost me to undertake a Master’s degree?

Faculty/Programme	CATEGORY	FULL TIME COST in BDSS
FACULTY OF HUMANITIES & EDUCATION		
MA CULTURAL STUDIES	UGC-FUNDED	\$ 28,940
MA HERITAGE STUDIES	UGC-FUNDED	\$ 28,940
MA HISTORY	UGC-FUNDED	\$ 28,940
MA LINGUISTICS	UGC-FUNDED	\$ 28,940
MA POST COLONIAL LITERATURES IN ENGLISH	UGC-FUNDED	\$ 28,940
MA THEOLOGY	Contact Codrington College directly	
MASTER OF EDUCATION	UGC-FUNDED	\$ 28,940
FACULTY OF LAW		
LLM CORPORATE AND COMMERCIAL LAW	SELF-FINANCING	\$ 20,000
LLM LEGISLATIVE DRAFTING	UGC-FUNDED	\$ 41,554
LLM PUBLIC LAW	SELF-FINANCING	\$ 20,000
FACULTY OF PURE & APPLIED SCIENCES		
MSC ELECTRONIC COMMERCE	SELF-FINANCING	\$ 25,000
MSC NATURAL RESOURCE AND ENVIRONMENTAL MANAGEMENT	UGC-FUNDED	\$ 28,940
FACULTY OF SOCIAL SCIENCES		
MASTER OF SOCIAL WORK	SELF-FINANCING	\$20,000
EXECUTIVE MBA	Contact the Cave Hill School of Business directly.	
INTERNATIONAL MBA		
MASTER IN INTERNATIONAL EVENT MANAGEMENT		
MSC APPLIED PSYCHOLOGY	SELF-FINANCING	\$ 20,000
MSC BANKING & FINANCE	SELF-FINANCING	\$ 25,000
MSC COUNSELLING PSYCHOLOGY	SELF-FINANCING	\$ 20,000
MSC CRICKET STUDIES	SELF-FINANCING	\$ 20,000
MSC E-GOVERNANCE FOR DEVELOPING STATES	SELF-FINANCING	\$ 25,000
MSC FINANCIAL AND BUSINESS ECONOMICS	UGC-FUNDED	\$ 28,940
MSC INTEGRATION STUDIES	SELF-FINANCING	\$ 20,000
MSC INTERNATIONAL MANAGEMENT	SELF-FINANCING	\$ 28,800
MSC INTERNATIONAL TRADE POLICY	SELF-FINANCING	\$ 28,000
MSC LABOUR & EMPLOYMENT RELATIONS	SELF-FINANCING	\$ 20,000
MSC PROJECT MANAGEMENT & EVALUATION	UGC-FUNDED	\$ 28,940
MSC TOURISM & HOSPITALITY MANAGEMENT	SELF-FINANCING	\$ 25,000

## Are there any other fees that apply?

All persons undertaking the M.Sc. in International Management must make allowance for pre-programme costs as follows:

- Intensive Management BDS \$1,200
- Intensive Language BDS \$1,500

Persons undertaking the M.Sc. International Trade Policy must make allowance of BDS \$5,000 for the one-month overseas attachment that forms an integral part of their programme.

Students who are required to submit a Research Paper will be required to pay an examination fee of BDS\$50.00 on submission.

## What are University fees and how often are these payable?

University fees - Guild Fee, Amenities Fee are payable every semester. The ID card fee is paid on registration the first semester only.

## Does the University offer scholarships for Taught Masters programmes?

No. Postgraduate awards are currently only available to students undertaking research degrees (Master or Doctor of Philosophy.)

## How and when do I make payments?

- Students enrolled full-time in self-financing programmes pay a deposit of \$2,000 on acceptance and the balance is payable in 4 equal instalments on September 1, December 1, March 1, and June 1.
- Students enrolled part-time in self-financing programmes are billed for the courses for which they register each semester.
- Students in UGC-funded programmes are billed every semester until their degree is awarded.
- University fees are billed to each student every semester.