



THE UNIVERSITY OF THE WEST INDIES
CAVE HILL CAMPUS, BARBADOS

Assistant Registrar (Examinations)

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FREQUENTLY ASKED QUESTIONS

- 1) What is the cost per transcript?

The cost per transcript is BDS\$5.00/US\$2.50.

- 2) How much will it cost to fax my transcript?

The cost per fax is BDS\$2.35/US\$1.18 per minute.

- 3) How much will it cost to send my transcript via courier (Fed-Ex)?

Country	RATE US\$	RATE BDS\$
U.S.A (except Miami)	47.20	94.40
Miami	36.30	72.60
Caribbean, Puerto Rico	38.30	76.60
Anguilla, Aruba, Bahamas, Bermuda, Bonaire, Cayman Islands, Curacao, Dominica, Dominican Republic, Guyana, Haiti, Jamaica, Montserrat, Turks & Caicos, Saba, St. Eustatius,	38.30	76.60
Canada, France, Netherlands, Switzerland, UK,	53.50	107.00
Argentina, Brazil, Chile, French Guiana, Mexico, Suriname, Uruguay, Venezuela	61.40	122.80
Rest of World	68.70	137.40

- 4) How do I pay for my transcript?

The payment options available are Cash, Bank Drafts and International Money Orders(except Western Union).

- 5) Are Credit Card payments accepted?

To pay by Credit Card submit an authorization letter, the card # and expiry date.

- 6) Are Official Transcripts issued to students?

Official Transcripts are issued ONLY to Public Corporations and/or Institutions unless (1) otherwise stipulated or (2) the mailing address of the Institution/University is submitted.

- 7) I requested an official transcript. Why was a Student Copy sent to me?

Student Copies, which do not carry a stamp or signature, are issued to students, if a personal mailing address is submitted.

- 8) Does Cave Hill Campus prepare transcripts for students attending Mona/St. Augustine Campuses?

Cave Hill Campus prepares transcripts ONLY for Cave Hill Students/Graduates.

- 9) What should I do if I have a financial hold on my student account?

Transcript Requests cannot be processed if you have a financial hold; due to a balance on your student account. (Please contact the Bursary at 417-4109/4110 before submitting the request to resolve any financial holds.)