



THE UNIVERSITY OF THE WEST INDIES

CAVE HILL CAMPUS

**FACULTY OF CULTURE, CREATIVE
AND PERFORMING ARTS**



20/21



**UNDERGRADUATE
HANDBOOK**

2020/2021



THE UNIVERSITY OF THE WEST INDIES

CAVE HILL CAMPUS



**FACULTY OF
CULTURE, CREATIVE
& PERFORMING ARTS**

Undergraduate Handbook 2020–2021

<http://www.cavehill.uwi.edu/fccpa>



CONNECT WITH US



THE UNIVERSITY OF THE WEST INDIES

CAVE HILL CAMPUS - BARBADOS

OUR MISSION

To advance learning, create knowledge and foster innovation for the positive transformation of the Caribbean and the wider world.

OUR VISION

An excellent global university rooted in the Caribbean

OUR CORE VALUES

Integrity: The UWI will perform in an honest, caring, ethical and trustworthy manner, and will create a culture of accountability in its management practices to ensure that these values are sustained.

Excellence: The UWI will serve its internal and external stakeholders by delivering consistently high-quality and relevant service, benchmarked against international standards and operational best practices.

Gender Justice: The UWI will actively create and sustain, as a core value, a social, academic, and administrative culture that supports and promotes gender equality and justice within its environments. This policy will require systematic research into its effectiveness with a view to taking appropriate actions of a corrective nature.

Diversity: The UWI will foster a culture and work/study environment that is open and welcoming to different ideas and perspectives, acknowledges and values diversity, is inclusive of and affirms the dignity of all persons regardless of race, socio-economic status, age, sex, gender identity and expression, physical and mental ability, sexual orientation, family or marital status, national origin, language, political or religious persuasion, health status, and other characteristics that make its constituents unique.

Student Centredness: The UWI will ensure that its policies, governance and daily operations are geared towards the delivery of an exceptional teaching and learning experience for all students.



Table of Contents



You may click on the link to jump to the page

Providing an enabling environment for creative and intellectual exploration where artistic manifestations, creative and intellectual outputs are the product of quality research, training and practice, rooted in and reflective of the Caribbean experience.



[Message from the Dean](#), 5
[How to Use this Handbook](#), 6
[Academic Calendar](#), 7
[Faculty and Staff](#), 8
[Important Names & Numbers](#), 11
[About the Faculty](#), 12

[Admissions:](#)

[Qualifications](#), 13
[Proficiency Tests for New Students](#), 14
[Definition of Key Terms](#), 16

[General Student Information:](#) 17

[Academic Advisors](#), 17
[Courses & Timetabling](#), 17
[Categories of Courses and Prerequisites](#), 17
[Beginners' Language Courses](#), 17
[Course Registration](#), 17
[Credits & Exemptions](#), 18
[Faculty Prizes](#), 18

[Accommodations for Students with Disabilities](#), 19
[University Regulations on Plagiarism](#), 20
[Grade Point Average Regulations](#), 22
[Guidelines for Submission of Final Year Research Project—HUMN3901](#), 25
[Student Bodies and Services](#), 26
[Campus Information Technology Services \(CITS\)](#), 26
[The Writing Clinic](#), 26

[Faculty Regulations concerning Undergraduate Degrees:](#) 27

[Majors, Double Majors, Specials, Minors](#)
[Faculty Requirements](#), 28
- [Foundation Courses](#) | [Foreign Language](#) | [Faculty Electives](#) | [Electives](#)
- [Award of the BFA/BA Degree](#)
- [Registration](#)

[Examinations:](#), 32

- Oral/Written Supplemental Examinations
- Review of Examination Results
- Exemptions in Case of Illness
- Medical Certificates
- Calculation of Honours
- Aegrotat Degree

[Programmes Offered in the Faculty](#), 35

[Programme Requirements](#), 36
[BFA Creative Arts](#), 36
[BA Caribbean Studies](#), 38
[Minors: Cultural Studies](#) | [Music](#), 39

[Course Descriptions:](#) 40

[Co-Curricular Courses](#) | [Cultural Studies](#) | [Dance](#)
[Film](#) | [Foreign Language Requirement](#) |
[History, Theory, Criticism \(HUMN\)](#) | [Music](#) | [Theatre](#)

[FAQS](#)

[Useful Links](#)

WELCOME FROM THE DEAN



Dear Student

Welcome to The Faculty of Culture, Creative and Performing Arts, the intellectual heart of cultural and creative studies at The University of West Indies—Cave Hill.

The Departments and programmes that comprise the Faculty of Culture, Creative and Performing Arts offer a rich array of courses leading to the degrees of Bachelor of Arts (BA), Bachelor of Fine Arts (BFA), Master of Arts (MA), Master of Philosophy (MPhil), and Doctor of Philosophy (PhD).

The Faculty of Culture, Creative and Performing Arts empowers students with a broad knowledge of essential fields of inquiry and with flexible skills that nurture cultural intelligence.

The Faculty promotes activities that contribute to the development of a Caribbean civic-mindedness and creative spirit through research and scholarship, the practice of creative arts, classes, lectures, workshops, seminars, master classes, symposia and outreach opportunities to schools and communities in the Caribbean and beyond. In a complex and interconnected world, students must learn how to critically navigate their way through cultural knowledge, data, and disparate forms of informational technology that together contribute to the full realization of human potentials. For this reason, this interdisciplinarity of the degrees in the Faculty of Culture, Creative and Performing Arts is suited to address new problems creatively. The interdisciplinary approach is essential in a rapidly-evolving world where careers are constantly changing in function and scope. The Faculty of Culture, Creative and Performing Arts is focused on extending the frontiers of knowledge through research. Please feel free to explore the degrees and courses within the Faculty of Culture, Creative and Performing Arts at The University of West Indies-Cave Hill.

Once again, I welcome you to the intellectual heart of cultural and creative arts at The University of West Indies.

David Akombo, PhD
Dean, Faculty of Culture, Creative and Performing Arts

HOW TO USE THIS HANDBOOK

This interactive Faculty handbook provides information on programmes and courses offered in the Faculty of Culture, Creative and Performing Arts at the Cave Hill Campus of The University of the West Indies. It is also your guide to the regulations governing your undergraduate degree.

Please read this booklet carefully in conjunction with the relevant faculty and departmental websites. These are a major source of detailed information pertaining to the courses and programmes offered each semester.

This guide is intended for students entering the Faculty from academic year 2020-2021. Continuing students must refer to the Faculty Regulations that govern their year of entry - available on the [Cave Hill Online \(CHOL\)](#) and [Faculty](#) websites.

The University reserves the right to make such changes to the contents of this publication as may be deemed necessary.

DISCLAIMER

The information in this booklet is accurate at the time of printing. Subsequent publications may therefore reflect updated information. Students should consult their Dean where clarification is required.

DISCLAIMER - PROGRAMMES & COURSES

Notwithstanding the contents of Faculty Handbooks, course outlines or any other course materials provided by the University, the University reserves the right at any time to altogether withdraw or modify programmes or courses as it deems necessary.

DISCLAIMER – PRIZES & AWARDS

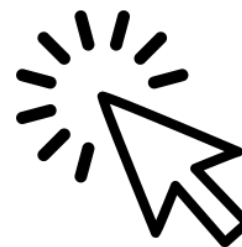
In the case where Faculty/Student Prizes or Awards may be listed, the Faculty does not bind itself to award any or all of the listed prizes/awards contained herein or its stated value and reserves the right to modify or altogether remove certain prizes/awards as described in either or both the electronic and printed versions of the Faculty Handbook.

For similar programmes offered at the other UWI campuses, please visit their websites as follows:

Mona Campus (Jamaica)
[Faculty of Humanities and Education](#) in association with the [Edna Manley College of Visual and Performing Arts](#).

St Augustine Campus (Trinidad & Tobago)
Department of Creative and Performing Arts
<https://sta.uwi.edu/fhe/dcfa/>

Department of Literary, Cultural, and Communication Studies
<https://sta.uwi.edu/fhe/dlcc/cultural-studies>



Easily navigate this handbook by clicking on the in-document links or click the external links to access information on resources



ACADEMIC CALENDAR

HERE ARE SOME IMPORTANT DATES FOR YOU TO KNOW

| SEMESTER I | |
|--|------------------------|
| Semester Begins | August 30, 2020 |
| Teaching Begins | September 7, 2020 |
| Teaching Ends | November 27, 2020 |
| Review/Study Week | November 30-December 4 |
| Examinations Begin | December 7, 2020 |
| Examinations End | December 22, 2020 |
| Semester I Ends | December 22, 2020 |
| SEMESTER II | |
| Semester Begins | January 17, 2021 |
| Teaching Begins | January 18, 2021 |
| Deadline for transfer applications to the Faculty of Law | January 31, 2021 |
| Deadline for transfer applications to Faculties other than Law | March 31, 2021 |
| Teaching Ends | April 9, 2021 |
| Review/Study Week | April 12-16, 2021 |
| Semester Break | April 19-25, 2021 |
| Examinations Begin | April 26, 2021 |
| Examinations End | May 14, 2021 |
| Semester II Ends | May 14, 2021 |
| GRADUATION CEREMONIES 2019/2020 | |
| All Campuses | January 11-16, 2020 |

FACULTY & STAFF

OFFICERS OF THE FACULTY



Dean, Faculty of Culture, Creative and Performing Arts
Dr. David Akombo

(246) 417-4776 | david.akombo@cavehill.uwi.edu

David Akombo, PhD, is an internationally recognized music educator, researcher and scholar in the fields of music education and interdisciplinary research in the arts. His eclectic research interests include music education, ethnomusicology, cultural studies, community music, comprehensive musicianship, music and cognition, music technology, psychology of music, and music and biomedical sciences. Dr. Akombo is the author of fourteen books and book chapters, over thirty articles in peer review journals and encyclopedic entries published in *The SAGE International Encyclopedia of Music and Culture* and *The Encyclopedia of Society and Culture in the Ancient World*.

<https://www.cavehill.uwi.edu/fccpa/faculty-staff/academic-staff/dr-david-akombo.aspx>



Deputy Dean, Errol Barrow Centre for Creative Imagination
Mr. Andrew Millington

(246) 417- 4783 | andrew.millington@cavehill.uwi.edu

Andrew Millington has lived and worked in the United States for over thirty years as a filmmaker and Professor of Film, Howard University in Washington, DC. A Senior Lecturer in Motion Picture Arts, he is an award-winning independent writer, director, producer and editor of film whose work includes the narrative feature film *Zora's Dream* (2017), *Guttaperc* (2000) and the short film *Masks* (1998). A documentary *Shakespeare in the Caribbean; The Caribbean in Shakespeare* was commissioned by the British Council and completed in 2017. Mr. Millington's teaches in the areas of Film Production, Directing, Producing, Screenwriting, Caribbean Film, Film History, Creative Research Project. His research interests include Films of the Caribbean and the African Diaspora, Cultural identity, Nationalism and Film, Slavery and Film, Historical Memory and Forgetting.

<http://www.cavehill.uwi.edu/fccpa/faculty-staff/academic-staff/mr-andrew-millington.aspx>



Head, Department of Cultural Studies
Professor Aaron Kamugisha

(246) 417- 4183 | aaron.kamugisha@cavehill.uwi.edu

Aaron Kamugisha, PhD, is Professor of Caribbean and Africana Thought. His areas of teaching include Africana intellectual history, Black critical theory, Black social and political thought, Caribbean cultural Studies, Caribbean social, political and cultural thought, Black popular culture, Cultural studies. His primary intellectual and research interests encompass the intellectual history and the social, political and cultural thought of the African Diaspora. He is the author/editor of 11 volumes on Caribbean and Africana thought, including most recently, *Beyond Coloniality: Citizenship and Freedom in the Caribbean Intellectual Tradition*.

<https://www.cavehill.uwi.edu/fccpa/faculty-staff/academic-staff/prof-aaron-kamugisha.aspx>

CONTACT US:

E-mail: fccpa@cavehill.uwi.edu

Office Tel: (246) 417-4776

Web Page: <http://www.cavehill.uwi.edu/fccpa>

ADMINISTRATIVE AND TECHNICAL STAFF

FACULTY/DEAN'S OFFICE

Administrative Officer

Ms. Alison Johnson, BSc (UWI)

(246) 417-4777 | alison.johnson@cavehill.uwi.edu

Secretary

Ms. Dawn-Marie Bishop, BSc, MSc (UWI)

(246) 417-4776 | dawn-marie.bishop@cavehill.uwi.edu

TECHNICAL STAFF

Senior Technical Officer

Ms. Paula Mascoll, BFA (BCC)

(246) 417-4779 | paula.mascoll@cavehill.uwi.edu

Technical Officer (Sound)

Mr. Ronellon Farley, BA (Middlesex)

(246) 417-4768 | ronellon.farley@cavehill.uwi.edu

Technical Officer (Audio Visual and Multimedia Services)

Mr. Franchero Ellis, BSc (UWI)

(246) 417-4768 | franchero.ellis@cavehill.uwi.edu

Technical Officer (Film)

Mr. Jason Russell, BSc (Full Sail)

(246) 417-4768 | jason.russell@cavehill.uwi.edu

DEPARTMENT OF CULTURAL STUDIES

E-mail: culturalstudies@cavehill.uwi.edu

Office Tel: (246) 417-7635

Stenographer/Clerk

Ms. Erlene Cain, BA (UWI)

(246) 417-7635 | erlene.cain@cavehill.uwi.edu



ERROL BARROW CENTRE FOR CREATIVE IMAGINATION

ACADEMIC PROGRAMMES

E-mail: fccpa@cavehill.uwi.edu

Office Tel: (246) 417-4776

FACILITIES

E-mail: ebcci@cavehill.uwi.edu

Manager

Mrs. Carla Springer-Hunte

BSc (UWI), MA (City Univ. London.)

(246) 417-4797 | carla.springer@cavehill.uwi.edu

Administrative Assistant

Ms. Nicole Pinder, BSc (UWI)

(246) 417-4776 | nicole.pinder@cavehill.uwi.edu

ACADEMIC STAFF

DEPARTMENT OF CULTURAL STUDIES

[Burrowes, Marcia](#)—Lecturer in Cultural Studies

BA, (UWI), MA, PhD (Warwick)
(246) 417- 4406 | marcia.burrowes@cavehill.uwi.edu
Room: A23, Faculty of Humanities and Education

[Hume, Yanique](#)—Lecturer in Cultural Studies

BA (UVM), MA, PhD (Emory)
(246) 417-4424 | yanique.hume@cavehill.uwi.edu
Room: X9, Faculty of Humanities and Education

[Kamugisha, Aaron](#)—Professor of Caribbean and Africana Thought & Head of Department (BSc, MPhil (UWI), PhD (York)

(246) 417-4183 | aaron.kamugisha@cavehill.uwi.edu
Room: Cultural Studies Office, Faculty of Humanities and Education

[McGinnis, David](#)—Lecturer in Theatre

MFA (Nevada)
(246) 417-4776 | david.mcginis@cavehill.uwi.edu
Room: RNPC

[Millington, Andrew](#)—Senior Lecturer in Film and Deputy Dean, FCCPA

BA (UWI), MFA, MA (Howard)
(246) 417-4783 | andrew.millington@cavehill.uwi.edu
Room: RNPC

[Watson, Russell](#)—Lecturer in Cinematography

Cert Ed (UWI), BFA (SAIC), MFA (SAIC)
(246) 417-4776 | russell.watson@cavehill.uwi.edu
Room: RNPC

[Weekes, Yvonne](#)—Lecturer in Theatre

BA, Cert Ed, Med, PhD (UWI)
(246) 417-4782 | yvonne.weekes@cavehill.uwi.edu
Room: RNPC

ERROL BARROW CENTRE FOR CREATIVE IMAGINATION (EBCCI)

[Akombo, David](#)—Dean,

PhD (Florida), MMus (Bowling Green State), MA (Point Loma Nazarene), BEd (Kenyatta)
(246) 417-4776 | david.akombo@cavehill.uwi.edu
Room: RNPC.

[Comissiong, Aisha](#)—Lecturer in Dance

MA (UWI)
(246) 417-4776 | aisha.comissiong@cavehill.uwi.edu
Room: RNPC

[Cumberbatch, L. Amanda](#)—Lecturer in Theatre

B.A. UWI, M.A. (Warwick)
(246) 417-4776 | lisa.a.cumberbatch@cavehill.uwi.edu
Room: RNPC

[Demerson, Rainy](#)—Lecturer in Dance

BA (UCLA), MA (NYU), MFA (Hollins), PhD (UC Riverside)
(246) 417-4776 | rainy.demerson@cavehill.uwi.edu
Room: RNPC

STUDENT AFFAIRS IMPORTANT CONTACTS

ADMISSIONS SECTION

Tel: (246) 417-4119 | Fax: (246) 438-9145 | Email: admissions@cavehill.uwi.edu

Website: <https://www.cavehill.uwi.edu/Administration/admissions.aspx>

Student Affairs, Admissions is responsible for the acceptance and processing of all applications, transfers and registration for undergraduate study at The University of the West Indies. This section of Student Affairs is located on the ground floor of the Main Administration Building.

| | | |
|---|-----------------------------|---|
| Assistant Registrar | Mr. Timothy Arthur, BA, MSW | 417-4119 timothy.arthur@cavehill.uwi.edu |
| Administrative Assistant | Mrs. Deborah Knight | 417-4122 deborah.knight@cavehill.uwi.edu |
| Administrative Assistant | Mrs. Carol Jordan, BSc, MSc | 417-4123 carol.jordan@cavehill.uwi.edu |
| Culture, Creative & Performing Arts Faculty Clerk | Mrs. Nidra Grant | 417-4113 nidra.grant@cavehill.uwi.edu |
| Summer School Representative | Mrs. Carol Jordan, BSc, MSc | 417-4114 carol.jordan@cavehill.uwi.edu |
| Secretary | Ms. Kathy-Ann Watson | 417-4120 kathy-ann.watson@cavehill.uwi.edu |

EXAMINATIONS SECTION

Tel: (246) 417-4119 | Fax: (246) 438-9145 | Email: examinations@cavehill.uwi.edu

Website: <https://www.cavehill.uwi.edu/Administration/examinations.aspx>

The Examinations Section is responsible for conducting all University examinations and executing a number of related functions. This section is located on the ground floor of the Main Administration building.

| | | |
|---|-----------------------------|---|
| Assistant Registrar | Ms. Orwyn Herbert, BSc, MSc | 417-4133 orwyn.herbert@cavehill.uwi.edu |
| Administrative Assistant | Mrs. Eudine Spooner | 417-4139 eudine.spooner@cavehill.uwi.edu |
| Administrative Assistant | Ms. Ingrid Lashley | 417-4135 Ingrid.lashley@cavehill.uwi.edu |
| Culture, Creative & Performing Arts Faculty Clerk | Ms. Susan Moore | 417-4137 susan.moore@cavehill.uwi.edu |
| Secretary | Ms. Tamesha Bryant | 417-4134 tamesha.bryant@cavehill.uwi.edu |

EXAMINATIONS SECTION—STUDENT RECORDS UNIT

Tel: (246) 417-4140 | Fax: (246) 438-9145 | Email: examinations@cavehill.uwi.edu

Website: <https://www.cavehill.uwi.edu/Administration/records.aspx>

The Student Records section is responsible for the management of all student records. It is also responsible for the production of transcripts and the administration of Scholarships & Bursaries. This Office is located on the ground floor (Entry Level) of the Main Administration building.

| | | |
|---|-----------------------|---|
| Administrative Assistant | Ms. Lisa Phillips | 417-4140 lisa.phillips@cavehill.uwi.edu |
| Stenographer/Clerk (Transcripts & Academic Records) | Ms. Esther Layne, BSc | 417-4143 esther.layne@cavehill.uwi.edu |

ABOUT THE FACULTY

HISTORY

The Faculty of Culture, Creative and Performing Arts was established in October 2019 and officially opened on August 1, 2020. The Faculty comprises the Department of Cultural Studies, responsible for the delivery of all courses in cultural studies and the Errol Barrow Centre for Creative Imagination, which offers the courses in the creative and performing arts.

PROGRAMMES

At the undergraduate level, the Faculty offers the Bachelor of Fine Arts (BFA) and the Bachelor of Arts (BA) programmes, as well as Minors in Music and in Cultural Studies. The Faculty also offers graduate degrees in Creative Arts (MA) and Cultural Studies (MA, MPhil, PhD).

TEACHING FACILITIES

There are several rooms/lecture theatres at The UWI devoted primarily to teaching needs. Classes in the Creative Arts are usually held at the Faculty. These include the George Lamming Pedagogical Centre, Cinemathèque, Dance Studio, Performance Studio, Music Rehearsal Room, and the Mac computer Lab. Other classes may also be held on the main campus in the Roy Marshall Teaching Complex, the SAGICOR Centre for Lifelong Learning, the CLICO Centre for Teaching Excellence and elsewhere. Some graduate classes are held at the School for Graduate Studies and Research.



Click image to view the [Faculty Video](#). Subscribe to our YouTube channel

WHY STUDY CULTURE

At the Faculty of Culture, Creative and Performing Arts, students critically examine how cultural practices and meanings are produced, circulated and changed over time including its application to the study and appreciation of the Creative Economy. Many influential thinkers the world over believe that culture and the creative economies are the defining characteristic of the twenty-first century. Societies which focus on community development by prioritizing the creative imagination are likely to improve productivity, innovation and achieve sustainable economic growth.

The Arts are a critical component in the study of culture and the creative economy. Students use theory and history to understand art and cultural expression as they explore their individual and collective identities and representations. In the areas of Film, Digital Media, Dance, Theatre or Music, students use this knowledge to critique and create exciting new ways of seeing, experiencing and sustaining the world in which we live.

The central aim of Cultural Studies and the Creative and Performing Arts is to promote the study of culture and cultural expression at the UWI as an important area of scholastic and creative inquiry and research and, by so doing, stimulate academic discourse, encourage creative practice, engage in community outreach and promote the understanding of Caribbean culture and identity regionally and within a broader global context.

In the Faculty of Culture, Creative and Performance Arts we situate our investigations of culture in a comparative framework that centers the Caribbean, and the broader African diaspora within an expansive global network. Through our theoretical and creative outputs, we recognize the social imperatives of our times while acknowledging the historical and socio-political structures that provide further contextual meaning to our critical and expressive exploration of our world.

UNDERGRADUATE ADMISSIONS

QUALIFICATIONS

Before registration, and before beginning the courses leading to the degree in the Faculty of Culture, Creative and Performing Arts, candidates must have satisfied the following requirements.

UNIVERSITY MATRICULATION REQUIREMENTS

The University Matriculation requirements for entry to a degree programme —

EITHER:

(a) **Full Matriculation:** Passes in five subjects of which, at least two are CAPE/GCE 'A' Levels, or an Associate Degree with a GPA of 2.50, while the remainder may be an acceptable pass in CSEC/GCE/BGCSE examinations (including English) on entry to UWI;

OR:

b) **Lower Level Matriculation:** At least five (5) acceptable passes at CSEC/GCE/BGCSE examinations (including English) including one of the following: a foreign language, mathematics, geography, or an approved science subject;

AND:

ENGLISH LANGUAGE REQUIREMENT: English Language is compulsory for admission to all programmes of The University of the West Indies. Candidates who do not possess one of (i) Grade I in CSEC, (ii) English A, (iii) a Grade A in GCE O' Level English Language, (iv) a Grade 1 in CAPE Communication Studies OR (v) a Grade A or B in the GCE General Paper, are required to take the English Language Proficiency Test (ELPT) *before* entry (also see [PROFICIENCY TEST FOR NEW STUDENTS](#) in the next section).

FACULTY ENTRY REQUIREMENTS

The entry requirements of the Faculty of Culture, Creative and Performing Arts are:

- a minimum of five (5) passes in CSEC General Proficiency Grade I, II or III (Grade III if done after 1998), or GCE O' Levels at least Grade C, or BGCSE examinations, including English Language.
- the entry requirements of the particular academic department in which they propose to take courses (Interviews or auditions for Creative Arts).

DISCIPLINE SPECIFIC ENTRY REQUIREMENTS

BFA CREATIVE ARTS; BA DANCE; BA FILM; BA THEATRE

Within the normal matriculation requirements, the following are the minimum qualifications specific to the concentration chosen as indicated below.

All qualified applicants to the BFA Programme will be invited to an interview and/or audition.

DANCE CONCENTRATION/MAJOR



Applicants intending to specialize in **Dance** will be assessed by a ballet or modern dance sequence, as well as a one to two minute self-choreographed or repertory solo to instrumental music (other dance styles are welcomed in the solo audition). Applicants must also submit a resume or brief summary of Dance Study, written goals statement and a dance reel. Group work and performance footage are accepted.

THEATRE CONCENTRATION/MAJOR



Applicants specializing in **Theatre**, are required to audition as well as present/perform an unseen Caribbean piece given to them to during the audition. They are expected to prepare and present (i) two prepared actor's pieces, including a monologue and/or (ii) A song or a segment of a song of no more than two minutes' length.

FILM CONCENTRATION/MAJOR



Applicants specializing in **Film** are required to submit a creative work (film/video) of one to three minutes length, in which they played a key creative role (writer, director, editor). Alternatively, applicants may submit three film clips which have inspired them with brief notes as to why they have selected each clip. A photo-essay, photo-story and/or portfolio of photographs are also accepted with the submission.

BA CARIBBEAN STUDIES PROGRAMME

Within the normal matriculation requirements, the following are the minimum qualifications for entry to the Level I courses indicated:

French Courses

For entry into the Level I course FREN1401, one of the following is required:

1. Both units of CAPE in French OR
2. BCC Associate Degree with French as major OR
3. A pass in FREN0103 Beginners' French III OR
4. A "B" in FREN0102 Beginners' French II (before 2009)

Students with special experience/qualifications may also be accepted into the Level I programme with the prior approval of the Head of Department. Requests for such should be made through the Head of Department.

Students should note that a CSEC pass alone does not qualify one for entry into Level I of the French programme. Students with CSEC alone will be required to take the beginners courses in French
i. FREN0102 AND
ii. FREN0103.

Spanish Courses

For entry into the Level I course SPAN1001 Spanish Language IA:

Both units of CAPE in Spanish OR

1. BCC Associate Degree with Spanish as major area
2. A pass in SPAN0103 Beginners Spanish III OR
3. At least "B" in SPAN0102 Beginners Spanish II (before 2009).

Students with special experience/qualifications may also be accepted into the Level I programme with the prior approval of the Head of Department. Requests for such should be made through the Head of Department.

Students should note that a CSEC pass alone does not qualify one for entry into the Level I of the Spanish programme. Students with CSEC alone will be required to take the beginners courses in Spanish: SPAN0102 and SPAN0103.

BFA MUSIC AND BA MUSIC WITH EDUCATION PROGRAMMES

In addition to fulfilling general requirements for admission to the Faculty, applicants must have completed an Associate Degree in Music or Grade 7 ABRSM (Associated Board Royal Schools of Music). In addition, candidates must also submit a portfolio of work and attend an interview.

ENGLISH LANGUAGE PROFICIENCY TEST (ELPT) FOR UNDERGRADUATE APPLICANTS

All applicants to the University are required to take a proficiency test in English. <http://www.cavehill.uwi.edu/fhe/study-humanities/english-proficiency-test.aspx>. The application form for the test is available online at <https://www.cavehill.uwi.edu/admissions/english-language-proficiency-test.aspx>.

At Cave Hill, the test is normally scheduled to take place in April preceding the start of the academic year. Students who have obtained one of the following are exempted from taking the test:

- Grade 1 in CSEC General Proficiency in English A
- Grade 1 or 2 in the CAPE Communication Studies
- Grade A in the Cambridge GCE O' Level English Language
- Grade A or B in the Alternative Ordinary (AO) General Paper
- Entrants to the Faculty of Law, who already hold a degree or a pass in English Literature at Advanced Level.
- Graduates of the Barbados Community College (BCC) receiving Grade B or higher in the course CORE 100 English and Communication.

Those who pass or are exempted from the ELPT do two of the Level I English Language Foundation courses: (1) FOUN1006 Exposition for Academic Purposes (required) and (2) either FOUN1003 Introduction to Creative Non-Fiction OR FOUN1004 An Introduction to Argument (also see Foundation Courses in the Faculty Regulations Concerning Undergraduate Degrees section).

Those who fail or did not take the ELPT (and do not possess one of the exemptions listed above) are required to take the remedial course FOUN0100: Fundamentals of Written English and then to do the two Level I English Language Foundation courses. FOUN0100 is coordinated by the Academic Literacies Programme in the Faculty of Humanities and Education and is offered in both semesters for a fee of BB\$500 and in the Summer School for the regular Summer School fee.

About the English Language Proficiency Test

The test lasts for two hours and normally covers the following areas:

- **Grammar** Candidates are required to answer alternative/multiple choice items on any or all of the following :
 - Grammar of the simple sentence
 - Grammar of complex/compound sentences
 - Idiomatic usage
 - Mechanics of writing and spelling. The focus is on the candidate's ability to distinguish between correct and incorrect structures rather than on their knowledge of formal grammar.
- **Meaning** - Candidates should be able to detect differences in meaning based on punctuation and should also be able to recognise ambiguous sentences and be able to rewrite them in a way that disambiguates their meanings. Candidates must demonstrate an understanding of idiomatic English (idioms, proverbs, figurative expressions)
- **Reading** Candidates will be required to read three or four passages and to critically analyse the passages to summarise the main ideas.
- **Writing** Candidates are required to write a 750-800 word essay in which they have to demonstrate satisfactory performance in the following areas:
 - **Structure and organisation**
 - Clear coherent thesis
 - Clear introduction, body and conclusion
 - Good paragraphing skills
 - Adequate use of connective devices
 - **Content**
 - Adequate number of points to address the issue
 - Coverage of all parts of the question
 - Originality of ideas or treatment of the topic
 - **Style**
 - Fluency
 - Appropriate variety and level of formality
 - Good grammar (few errors)

For more information concerning the ELPT, visit the [Faculty of Humanities and Education](#) page.

Click to download a [Sample Test](#).



DEFINITIONS OF KEY TERMS

The following are terms you are likely to encounter over the course of your programme.

Academic Year: The academic year normally runs from August 1 until July 31.

Academic Advising: All students are assigned an Academic Advisor on entry to the Faculty, who is there to provide guidance in relation to your academic career. The name of your Academic Advisor appears on your Cave Hill Online Line (CHOL) account.

Academic Warning: A student whose GPA falls below 2.0 in any one semester will be placed on “academic warning”.

Award of Honours: Awards assessed on the student’s performance in all credits gained from Level II and Level III courses, inclusive of Caribbean Studies Project and exclusive of Foundation Courses.

Co-Curricular Courses/Credits: Courses offered through the Office of Student Services, designed to complement your programme. Students are eligible for **no more than three (3)** co-curricular credits towards their degree.

Core Courses: Courses that are compulsory in the degree programme concerned.

Course Code: An alphanumeric code used to identify a course e.g. MUSC2400. The alpha part of the code identifies the subject area (e.g. MUSC is Music), while the first digit of the numeric part of the code identifies the level of the course (e.g. 2004 is level 2).

Credit/Credit Hours: This is the University’s way of measuring work towards a degree. To graduate, a student must complete a minimum number of credits/credit hours.

Discipline: a field of study, inquiry, research or branch of knowledge, taught and researched at the university level.

Electives: Courses that are optional in the degree programme concerned.

Exemptions and Credits: A student may be granted credits for courses completed and passed in other UWI programmes or at other recognised institutions.

Exemptions without Credit: Exemptions granted as above but not for credit. In this case, students will be required to replace the exempted course with another course to obtain the relevant credits.

Full-Time Registration: A student who is fully matriculated and therefore registered for not more than 15 and not less than 12 credits per semester. Full-time students should not be in full-time employment.

Grade Point Average (GPA): GPA is the average obtained by dividing the total grade points earned by the total quality of hours for which the student is registered for any stated period of time, excluding hours on the foundation courses, audited courses and courses taken for preliminary credits.

Oral/Written Supplemental: Students in their final year who have failed **two** final course needed to graduate with at least 45% may be eligible for an oral examination in the course.

Overrides: During the registration add/drop period, the override feature allows students to apply online to register for a course for which they have not met the course entry criterion and therefore have received an error prompt. Students can request overrides for full classes, missing prerequisite, etc. The requests are routed to the relevant department which has the discretion to grant overrides.

Part-Time Registration: A student who is admitted based on CSEC qualifications only must be registered as a Part Time student. Part-time students shall register for no more than 15 credits (2+3 courses) per academic year in the first level of the programme. Such students in possession of one A level, may register for no more than 9 credits per semester.

Plagiarism: A form of cheating and is a serious offence. See section of this Handbook on [University Regulations on Plagiarism](#).

Pre-requisite: A course that must be passed before enrollment in a desired class.

Programme: A sequence of courses (designed to achieve pedagogical goals), the taking of which is governed by certain regulations and the satisfactory completion of a minimum of which (determined by such regulations) makes a candidate eligible for the award of a degree/diploma/certificate.

Major: An area of study that requires a specific number of credits including prescribed courses from Levels I, II and III from a single discipline.

Matriculation: The process of enrolment into the University.


Minor: A specific number of credits including prescribed courses from Levels II and III from a single discipline.

Required to Withdraw: Students will be required to withdraw from the Faculty if, after receiving an academic warning, do not improve and have a GPA of less than 2.00 in the following semester.

Semester: Half-year term in the academic year, normally a 13-week period of instruction.

Special: A prescribed combination of courses offered which leads to a degree.

Summer School: Optional period of study governed by Summer School Regulations. This period of study is normally held from May to July each year. The courses offered in the Summer Session are not always the same each year.



GETTING STARTED GENERAL STUDENT INFORMATION

In this Section:

[Academic Advisors](#)

[Timetabling](#)

[Categories of Courses and Prerequisites](#)

[Beginners' Language Courses](#)

[Course Registration:](#)

- Approval of Courses
- Changes in Course Registration
- Credits and Exemptions
- Faculty Prizes

Academic Advisors

Academic counselling is available for all students within the Faculty. Whether you need to discuss your academic progress, are experiencing difficulty in your academic programme, need help with your degree requirements, course selection etc., an academic advisor is available to assist you.

Each student is assigned an academic advisor for the duration of his/her undergraduate career and is advised to meet with this advisor at least once per semester. Students should contact their Department or check their CHOL account to learn who their academic advisor is and to arrange a meeting as early as possible.

Availability of Courses and Timetabling

The Faculty reserves the right to withdraw or to add courses as may be necessary or desirable but, except in cases of extreme emergency or difficulty, no course will be added or withdrawn during an academic year. The Faculty does not guarantee that all courses listed will be available this academic year. Additionally, timetabling constraints may impose restrictions on the combinations of courses permissible. Students are not permitted to register for courses that clash on the timetable.

Categories of Courses and Prerequisites

Each course is classified either as a **Foundation course** (FOUN) or as a **Faculty course**. All UWI students must take a minimum number of Foundation courses as part of their degree programme. Faculty courses are courses in various disciplines administered by Departments.

Each course is designated as appropriate to Level I, II or III, or as appropriate to more than one level.

Foreign Languages—Beginners' courses are offered in foreign languages.

Credit Weighting—Semester-long courses have a weighting of three (3) credits. Year-long courses, including the Level III course HUMN3901 Capstone Project, have a weighting of six (6) credits.

Prerequisites—Some Level II and Level III courses have prerequisites. For details on these, please consult the section on course descriptions.

Co-Curricular Courses—A maximum of one (1) co-curricular course (3 credits) at either level II or III can count towards the overall number of courses for the degree. However, co-curricular courses, are awarded on a pass/fail basis and are not used in calculating the class of degree.

Beginners' Language Courses

(6 credits maximum towards degree)

Beginners' courses may be offered in French, Spanish, Chinese, Portuguese and any other foreign language that may be added from time to time. Not more than two beginners' courses (total 6 credits) would be considered towards the credits required for the degree.

These courses are open to the following students:

- those who have no previous knowledge of the language concerned;
- those who have a limited knowledge of the language concerned, but no academic qualification;
- those with academic qualifications, but whose knowledge of the language is deemed by the Department concerned to be inadequate for admission to normal Level I courses.

Course Registration

APPROVAL OF COURSES FOR REGISTRATION

Prior to registering online (via the [CHOL](#) website) each semester, **students must consult with their Academic Advisors and/or the Faculty Office in selecting their courses.** This is extremely

important especially for students at Level III who have to satisfy the requirements for graduation.

CHANGES IN COURSE REGISTRATION

Students may make changes to their courses registration in each semester up to the deadline published by Student Affairs, Admissions. Changes in registration will not be permitted after the deadline date without the approval of the Dean.

NB: Students are responsible for checking their online registration to ensure that they are registered for the correct course(s), and/or have successfully de-registered from the course(s) they wish to drop. Registration for a course constitutes registration for the examination in that course and includes payment of relevant fees.



CREDITS AND EXEMPTIONS

Students transferring into Level I from another Faculty, or who have undertaken relevant studies at another tertiary institution, may request credits for, and/or exemptions from, Level I courses which are similar in content to those which they have successfully completed elsewhere. Such students should complete the appropriate credits/exemptions form available on the Faculty website or from the Faculty Office, giving specific information on the course followed, including the name of the course, the period of study, and the level and grade obtained. The granting of all credits and exemptions must be approved by Academic Board through Faculty Board. Students may be provisionally registered pending approval of their request.

NB: Students who receive an **exemption without credit** are required to do another course to make up for the number of credits.

Exemption with Credit

Exemption with credit may be granted from FOUN1101 Caribbean Civilization for students passing the CAPE Caribbean Studies at Grade I or II only.

Exemption without Credit

Exemption **without credit** may be granted from FOUN1006 Exposition for Academic Purposes for students possessing CAPE Communication Studies at Grade I or II only. However, the student must take another FOUN Language course for the three credits.

Faculty Prizes

The following undergraduate prizes are awarded to students who have obtained a level of excellence in their academic studies.

Foundation Courses Prizes

These prizes are awarded by the Faculty of Humanities and Education to the student across campus with the highest aggregate mark in FOUN1006, FOUN1003 or FOUN1004 and FOUN1008.

The Faculty Prize

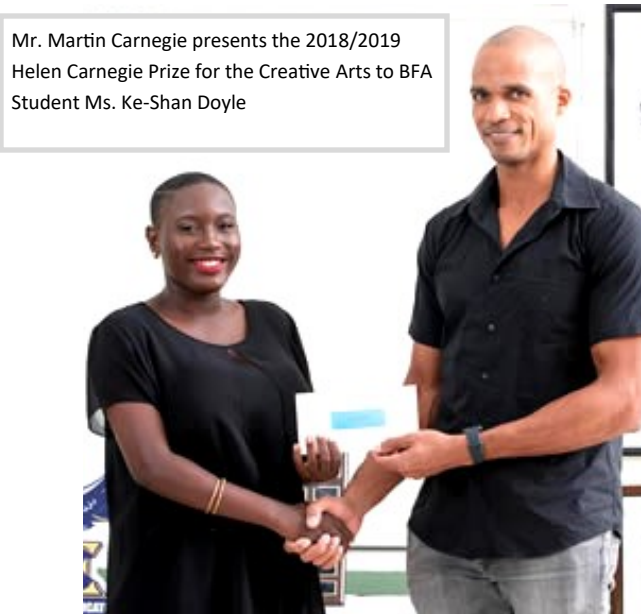
The Faculty prize is awarded to the undergraduate student with the best overall results in the Faculty on completion of Level I or II or III of the degree programme.

Departmental Prizes

The Departmental prize is awarded for exemplary performance in Level I or II or III examinations at the undergraduate level.

Helen Carnegie Prize for the Creative Arts

This prize is awarded annually to the most deserving student in the Creative Arts.





STUDENT DISABILITY POLICY



“A reasonable accommodation is a modification to the delivery of instruction and method of assessment for a course, program, facility or service that seeks to eliminate or minimize disability-related barriers. It aims to facilitate the student’s learning experience and for the instructor to fairly evaluate the student's progress without interference from the disability.”

The UWI Cave Hill Student Disability Policy promotes “an inclusive campus that enables the productive participation of all students regardless of disability” and calls for the provision of accommodations for students with disabilities. Therefore, students with disabilities may receive reasonable accommodations to enable them to participate in all aspects of campus life. [Click here](#) to download the Disability Policy.

All students are required to meet approved standards of competency in all aspects of their work, and students with disabilities are no exception. The provision of an accommodation does not mean compromising the content, quality or level of instruction.

Preliminary Steps

Before coming to Cave Hill Campus find out about Services to Support persons with disabilities:

- Peruse the UWI website to find out about the services being offered, to support students' success.
- Prepare a list of questions and speak to the Disability Services Coordinator (DSC) in the Office of Student Services, if necessary.
- Be prepared to discuss your functional limitations and any concerns. All information is kept confidential.

Register with the Student Health Clinic (SHC).

Complete online registration form: www.cavehill.uwi.edu/student-services/health-wellness/health-clinic/registration.aspx
Complete Student Intake Questionnaire.

This form consists of a series of questions that provide historical information related to their functional limitations and accommodations. This form will be given when you meet with the Director, Student Services to discuss accommodations.

Documentation Required

If you are likely to require accommodations, complete the *Application for Accommodation for Persons with Disabilities* ([Click here](#)) and submit it to the Office of Student Services in a sealed envelope.

You are required to provide documentation of your disability from a certified services provider, e.g. doctor, educational psychologist, occupational therapist.

For further information on accommodations, contact the Office of Student Services
E-mail: studentservices@cavehill.uwi.edu | Tel: (246) 417 -4165
Website: <https://cavehill.uwi.edu/student-services/disabilities.aspx>



UNIVERSITY REGULATIONS ON PLAGIARISM

In this Section:

- Application of Regulations
- Definition of Plagiarism
- Evidence of Plagiarism
- Student Statement on Plagiarism
- Electronic Vetting for Plagiarism
- Level 1 Plagiarism
- Level 2 Plagiarism
- Clearance of Charge of Level 2 Plagiarism
- Level 2 Plagiarism—Appeal to Senate
- Delegation by Dean or Head of Department
- Conflict of Interest Disqualification

Application of these Regulations

1. These Regulations apply to the presentation of work by a student for evaluation, whether or not for credit, but do not apply to invigilated written examinations.

Definition of Plagiarism

2. In these Regulations, “plagiarism” means the unacknowledged and unjustified use of the words, ideas or creations of another, including unjustified unacknowledged quotation and unjustified unattributed borrowing

“Level 1 plagiarism” means plagiarism which does not meet the definition of Level 2 plagiarism;

“Level 2 plagiarism” means plagiarism undertaken with the intention of passing off as original work by the plagiariser work done by another person or persons.

3. What may otherwise meet the definition of plagiarism may be justified for the purposes of Regulation 2 where the particular unacknowledged use of the words, ideas and creations of another is by the standards of the relevant academic discipline a function of part or all of the object of the work for evaluation whether or not for credit, for example:

(a) The unacknowledged use is required for conformity with presentation standards;

(b) The task set or undertaken is one of translation of the work of another into a different language or format;

(c.) The task set or undertaken requires producing a result by teamwork for joint credit regardless of the level of individual contribution;

(d) The task set or undertaken requires extensive adaptation of models within a time period of such brevity as to exclude extensive attribution;

(e) The task set or undertaken requires the use of an artificial language, such as is the case with computer programming, where the use of unoriginal verbal formulae is essential.

4. It is not a justification under Regulations 2 and 3 for the unacknowledged use of the words, ideas and creations of another that the user enjoys the right of use of those words ideas and creations as a matter of intellectual property.

Other Definitions

5. In these Regulations,

“Chairman” means the Chairman of the relevant Campus Committee on Examinations;

“Examination Regulations” means the Examination and other forms of Assessment Regulations for First Degrees, Associate Degrees, Diplomas and Certificates of the University;

“set of facts” means a fact or combination of facts.

Evidence of plagiarism

6. In order to constitute evidence of plagiarism under these Regulations, there shall be identified as a minimum the passage or passages in the student’s work which are considered to have been plagiarised and the passage or passages from which the passages in the student’s work are considered to have been taken.

Student Statement on Plagiarism

7. When a student submits for examination work under Regulation 1, the student shall sign a statement, in such form as the Campus Registrar may prescribe, that as far as possible the work submitted is free of plagiarism including unattributed quotation or paraphrase of the work of another except where justified under Regulation 3.

8. Quotation or paraphrase is attributed for the purpose of Regulation 7 if the writer has indicated using conventions appropriate to the discipline that the work is not the writer’s own.

9. The University is not prohibited from proceeding with a charge of plagiarism where there is no statement as prescribed under Regulation 7.

Electronic vetting for Plagiarism

10. The results of any electronic vetting although capable, where the requirements of Regulation 7 are satisfied, of constituting evidence under these Regulations, are not thereby conclusive of any question as to whether or not plagiarism exists.

Level 1 Plagiarism

11. In work submitted for examination where the Examiner satisfied that Level 1 plagiarism has been committed, he/ she shall penalise the student by reducing the mark which would have otherwise been awarded, taking into account any relevant Faculty regulations.

Level 2 Plagiarism

12. Where an examiner has evidence of Level 2 plagiarism in the material being examined, that examiner shall report it to the Head of Department or the Dean and may at any time provide the Registrar with a copy of that report. In cases where the examiner and the Dean are one and the same, the report shall be referred to the Head of the Department and also to the Campus Registrar.

13. Where any other person who in the course of duty sees material being examined which he or she believes is evidence of Level 2 plagiarism that other person may report it to the Head of Department or the Dean and may at any time report it to the Campus Registrar who shall take such action as may be appropriate.

14. Where a Dean or Head of Department receives a report either under Regulation 12 or 13, the Dean or Head of Department, as the case may be, shall where in concurrence with the report's identification of evidence of Level 2 plagiarism, report the matter to the Campus Registrar; or where not concurring in the identification of evidence of plagiarism, reply to the examiner declining to proceed further on the report; or where concluding that there is evidence of Level 1 plagiarism, reply to the examiner indicating that conclusion and the Examiner shall proceed as under Regulation 11.

15. Where a report is made to the Campus Registrar under Regulation 14a or 16, the Campus Registrar shall lay a charge and refer the matter to the Campus Committee on Examinations.

16. Where the Campus Registrar receives a report alleging Level 2 plagiarism from the Examiner or any other person except the Dean or Head of Department, the Campus Registrar shall refer the matter to a senior academic to determine whether there is sufficient evidence to ground a charge of plagiarism and where such evidence is found, the Campus Registrar shall proceed as under Regulation 15.

17. Where the matter has been referred to the Campus Committee on Examinations pursuant to Regulation 15, proceedings under these Regulations prevail over any other disciplinary proceedings within the University initiated against the student based on the same facts and, without prejudice to Regulation 21, any other such disciplinary proceedings shall be stayed, subject to being reopened.

18. If the Campus Committee on Examinations is satisfied, after holding a hearing, that the student has committed Level 2 plagiarism, it shall in making a determination on the severity of the penalty take into consideration:

- a) the circumstances of the particular case;
- b) the seniority of the student; and
- c) whether this is the first or a repeated incidence of Level 2 plagiarism.

19. Where the Campus Committee is of the view that the appropriate penalty for an offence of Level 2 plagiarism is for the student to be:

- a) awarded a fail mark;
- b) excluded from some or all further examinations of the University for such period as it may determine;
- c) be dismissed from the University, it shall make such recommendation to the Academic Board.



Clearance on a Charge of Level 2 Plagiarism

20. A determination of the Campus Committee on Examinations that Level 2 plagiarism has not been found will be reported to the Campus Registrar who shall refer it to the Examiner and notify the student. Where the Committee has not identified Level 2 but has identified Level 1, it shall be reported to the Campus Registrar who shall refer it to the Examiner.

Level 2 plagiarism: Appeal to the Senate

21. A student may appeal to the Senate from any decision against him or her on a charge of plagiarism made by Academic Board.

Delegation by Dean or Head of Department

22. The Dean or Head of Department, as the case may be, may generally or in a particular instance delegate that officer's functions under these Regulations.

Conflict of Interest Disqualification

23. Any person who has at any time been an Examiner of work or been involved in procedures for laying charges in relation to which an issue of plagiarism is being considered under these Regulations shall withdraw from performing any functions under these Regulations other than those of Supervisor and Examiner.



UNIVERSITY GRADE POINT AVERAGE (GPA) REGULATIONS

(REVISED MARCH 2014)

1. The Board for Undergraduate Studies, in the delegated exercise of Senate's powers as the academic authority for the University under Statute 25, makes the following regulations to govern the Grade Point Average system in the University, effective 2003/2004 academic year for all candidates newly entering a programme. Persons who enter the system prior to 2003/2004 academic year to pursue first degrees will be considered under the GPA scheme effective 2006/2007. All students entering the Faculty of Law in the academic year 2005/2006 and the Faculty of Medical Sciences in the academic year 2006/2007 shall be governed by the GPA Regulations in the calculation of the award of their respective degrees. However, students entering the Faculty of Law prior to 2005/2006 and the Faculty of Medical Sciences prior to 2006/2007 will be treated under the old system of classification. A student who entered the University prior to 2003/2004 and changes his/her major subsequent to the introduction of GPA will be considered to be "newly entering a programme".

2. In accordance with Statute 47 and subject to these regulations all students shall normally spend a minimum of three academic years in The University of the West Indies before being eligible for the award of a First Degree.

3. (i) For purposes of these regulations, the following meanings shall apply, except where the context otherwise requires:

(a) Credit Hours Earned: "Credit hours earned" means the credits for each course that count toward the degree requirement and for which a passing grade is obtained.

(b) Quality Hours: "Quality hours" means the credits for each course that is included in the GPA calculation. Quality hours shall be assigned even when a grade of F is obtained in a course. Courses that are not used in the determination of the GPA shall be assigned zero quality hours.

(c) Quality Points: "Quality points" means the numerical value assigned to the relevant letter grade earned.

(ii) For the purposes of these Regulations:

(a) Level I, II and III Courses: Levels I, II and III courses are courses so designated by the Board for Undergraduate Studies.

(b) Grade Points: Grade points are determined by multiplying the quality hours by the quality points for a course.

(c) Grade Point Average (GPA): Grade Point Average is the average obtained by dividing the total grade points earned by the total quality hours for which the student has registered for any

stated period of time, excluding courses taken on a pass/fail basis, audited courses, courses taken for preliminary credit and courses for which the designation I or IP is awarded under Regulation 6(iv).

(d) Weighted Grade Point Average: Weighted Grade Point Average is the average determined by applying appropriate weights for Levels I, II, and III courses to the grade points and the quality hours used in determining grade point average as set out at Regulation 3(ii)(c) above.

(e) Credit Hours: The credit values for courses, as well as for projects, laboratory sessions, foreign language classes or other contact hours, shall be determined by the respective Faculty Board and approved by the Board for Undergraduate Studies.

(iii) Pass/Fail Course Provision: Credit hours earned in courses taken on a Pass-Fail basis shall not be included in calculating grade point averages.

4. (i) The class of degree shall be awarded on the basis of the Weighted GPA as set out in these regulations.

(ii) In determining the Weighted GPA, the weighting to be used for each Level I, II and III course shall be as prescribed in Faculty Regulations.

(iii) Except for the purpose of determining the class of degree, the term GPA in these regulations shall mean the GPA as defined at Regulation 3(ii) (c) above.

5. (i) First Degrees awarded by the University, with the exception of the BSc (Engineering), The Bachelor of Science (Petroleum Geoscience), the Bachelor of Science (Surveying and Land Information), LLB, MBBS, DDS, and DVM, shall be classified as follows:

First Class Honours (Weighted GPA 3.60 and Above)
Upper Second Class Honours (Weighted GPA 3.00 – 3.59)
Lower Second Class Honours (Weighted GPA 2.50 – 2.99)
Pass (Weighted GPA 2.00 – 2.49)

(ii) Award of Honours in GPA System: Honours shall be awarded taking into account all Level II and Level III courses, excluding the Foundation courses.

(iii) First Degrees awarded by the University for the Bachelor of Science (Engineering), the Bachelor of Science (Petroleum Geoscience) and the Bachelor of Science (Surveying and Land Information), shall be classified as follows:

First Class Honours (Weighted GPA 3.60 and Above)
Upper Second Class Honours (Weighted GPA 3.00 – 3.59)

FACULTY OF CULTURE, CREATIVE AND PERFORMING ARTS
UNDERGRADUATE REGULATIONS, PROGRAMMES & COURSES HANDBOOK 2020–2021

Lower Second Class Honours (Weighted GPA 2.50 – 2.99)

Pass (Weighted GPA 2.00 – 2.49)

(iv) First Degrees awarded by the University for the Bachelor of Laws (LLB) shall be classified as follows:

First Class Honours
Second Class Honours (Upper Division)
Second Class Honours (Lower Division)
Pass

(v) The Degrees of MB BS, DDS and DVM shall be classified as follows:

Honours with Distinction; Honours; Pass

6. (i) The letter grades for completed courses used in the calculation of GPA shall be the following:

A—four quality points
B—three quality points
C—two quality points
F—no quality points

(ii) Plus and minus modifiers may be used with letter grades A through C.

(iii) In the determination of GPA, the defined grades with the corresponding quality points shall be:

| | | | |
|------|-----|------|-----|
| A+ = | 4.3 | C+ = | 2.3 |
| A = | 4.0 | C = | 2.0 |
| A- = | 3.7 | F1 = | 1.7 |
| B+ = | 3.3 | F2 = | 1.3 |
| B = | 3.0 | F3 = | 0.0 |
| B- = | 2.7 | | |

(iv) The following designations may be assigned, but shall not be used in the calculation of Grade Point Average:

PC: Preliminary Credits – used for matriculation purposes or the satisfying of prerequisites only

EX: Exemption

EI: Examination Irregularity – Candidate disqualified from examination on account of breach of the Regulations

EQ: Examination Query

(v) The following designations may be assigned and shall count towards the GPA:

FA: When a student is absent from an examination without a valid reason

FC: Failed Coursework – indicates that a candidate has failed to satisfy the Examiner in the coursework component of the course

FE: Failed Examination – when a candidate has successfully completed the coursework requirement but has failed to satisfy the Examiners in the

examination component of the course

AM: Absent Medical

IM: Incomplete Medical

V: Audited - when the course has been taken in accordance with Regulation 14

NV: When a student has been permitted to audit a course but has not done so satisfactorily

P: Pass - a pass obtained in a course taken on a Pass/Fail basis

F: Fail

ANP: Absent No Penalty - when a student is absent from an examination for acceptable reasons other than medical reasons

I: Incomplete - indicates that the student has made progress in a course but at the end of the semester has not finished the work required to receive a letter grade. An 'I' designation is not counted in credit hours earned, or quality hours until a letter grade is reported. If neither a letter grade nor notification of an extension of time is received by the Registry from the Office of Dean, the 'I' designation is replaced by an 'F' letter grade at the end of the first six weeks into the next semester. An extension of time may be granted, but shall not normally extend beyond the end of the semester in which the extension is granted. *Any remaining I symbol at the end of the period of extension will be deemed an 'F'.*

NR: Not Reported - grade not yet available.

IP: In Progress - when a dissertation, thesis, project, student teaching, practicum, internship, proficiency requirement, or other course intended to last more than one semester is not completed during the semester in which the student is registered. The IP designation must be replaced with an appropriate grade on completion of the course.

7. The scheme to be used for conversion of numerical marks to letter grades shall be as prescribed in Faculty regulations as follows:

| | | | |
|------|-----|------|-----|
| A+ = | 4.3 | C+ = | 2.3 |
| A = | 4.0 | C = | 2.0 |
| A- = | 3.7 | F1 = | 1.7 |
| B+ = | 3.3 | F2 = | 1.3 |
| B = | 3.0 | F3 = | 0.0 |
| B- = | 2.7 | | |

8. The courses to be used for the purpose of determining the Weighted GPA for the class of degree to be awarded shall be as prescribed in Faculty Regulations.

9. Where a course has been repeated, the penalty to be applied for failure and the grade to be used in the computation of the

student's GPA if the course is subsequently passed, shall be as prescribed in Faculty Regulations.

10. For the purpose of determining the Weighted GPA, failed courses shall be treated as prescribed in Faculty Regulations.

11. Where credit for a course taken at another institution is requested, it is the student's responsibility to provide all the information needed by the University to enable it to assess the course.

Credit hours earned from another institution at the time of admission to The University of the West Indies will not be used in the computation of a grade point average.

12. The following shall apply to credits earned by a UWI undergraduate from another approved institution:

(i) A UWI student who wishes to take academic courses elsewhere and apply those credits toward The UWI degree must obtain approval in advance from the relevant Academic Board on the recommendation of the Board of the Faculty in which he/she is registered.

(ii) A student must have obtained a minimum UWI GPA of 3.00 to be approved to take courses as an exchange/transfer student.

(iii) Only the grade equivalent as determined by the Board for Undergraduate Studies of the results achieved and not the marks or grades so earned at another institution shall be used in the computation of the student's GPA.

13. (i) Except where otherwise prescribed in Faculty Regulations, a student whose GPA for a given semester is less than or equal to 2.00 shall be deemed to be performing unsatisfactorily, and shall be placed on warning. A student on warning whose GPA for the succeeding semester is less than 2.00 will be required to withdraw. However, a student may be reinstated if his/her GPA improves beyond 2.00 by credits obtained in Summer School. The credits would be rolled in to the GPA of the preceding semester of the academic year.

(ii) A student on warning shall be counselled by the Dean or a designated faculty advisor. Such a student may, except where otherwise prescribed in Faculty Regulations, be permitted by the Academic Board on the recommendation of Faculty Board to carry a reduced course load.

14. (i) A registered student may be permitted to audit a course on the approval of the Dean and the Head of Department.

(ii) Auditing means recorded attendance at the lectures, tutorials and laboratory sessions for a given course without the requirement of sitting the final exam.

(iii) Satisfactory attendance certified by the Head of Department shall be awarded the designation V. In absence of such certification, the designation NV shall be recorded.

(iv) No academic credit may be granted for auditing a course.

15. A student who voluntarily withdraws from the University and who applies for re-admission within five (5) years shall be granted

exemption and credit for courses previously passed, subject to the time limit for the maintenance of credits stipulated in the relevant Faculty Regulations and subject to the stipulation that the courses previously passed are not determined by the Board of the relevant Faculty to be obsolete.

(iii) Where exemption and credit are granted in accordance with (i), the grades obtained at previous attempts at such courses shall be used in the determination of the student's GPA.

16. A student who was required to withdraw for reasons of failure to progress, as prescribed in Faculty Regulations, may be readmitted on the following conditions:

(i) A minimum of one (1) year must have passed since the date of withdrawal;

(ii) All grades previously obtained shall continue to apply for the purpose of determining the student's GPA;

(iii) Work done during the period between the student being required to withdraw and being granted readmission may be eligible for credit under Regulation 11.

17. Where there is a conflict between Faculty Regulations and these regulations, these Regulations shall apply.

How to calculate your Weighted GPA

STEP ONE: A 'grade point' is assigned for every course in which you receive a final grade. For example, if you receive an A as a final grade, you will be assigned a grade point of 4.0.

STEP TWO: The grade point assigned for each course completed is multiplied by the 'credit hours' of the course to determine your 'quality points'. For example, if you receive a grade point of 3.7 [equivalent of letter grade A-] for a 3-credit course the quality points would be calculated as follows: $3.7 \times 3 = 11.1$ quality points.

STEP THREE: Your 'Weighted GPA' is the average obtained by dividing the total quality points earned in your programme to date by the total credit hours taken, excluding courses taken on a pass/fail basis, audited courses, courses taken for preliminary credit, incomplete courses and any other courses which do not count towards the class of degree according to Faculty regulations.

For example: 54 quality points earned divided by 15 credit hours [equivalent to five 3-credit courses] = a Weighted GPA of 3.6.



HUMN3901

FINAL YEAR

CAPSTONE THESIS/PROJECT

This year long course for BFA final year students will involve the production of a strong, well-constructed, compelling work of art in film, theatre, writing and/or dance. The student will work under the close supervision of the lecturer and be expected to make class presentations and provide a journal of his/her activities.

This course offers students the opportunity to work as community of creative learners. Students discuss their own ideas and are provided with weekly critiques from their peers as well as guest practitioners, Faculty and professional mentors from the Creative Industry. The course is an independent research in which students take the lead role in producing a film, dance or play. Those who do not wish to present a work for an audience can write a full length film or play. Students may also present a written research paper of interest to the Creative Industry.

GENERAL REGULATIONS

Students must ensure that their Research Paper/Project complies with the Faculty guidelines before submitting it. A copy of guidelines will be available to all students registered for the course.

Failures

Students who do not submit their paper/project by the deadline date for submission shall be deemed to have failed and must register as normal in the next academic year.

Students who, having duly submitted, did not pass at the first attempt and who gained a minimum of 45% and wish to graduate without losing time may re-submit by the stipulated date, provided that all regulations governing Final Year Supplemental Examinations (see UWI Examinations Regulations) are observed.

Students who fail the Research Paper/Project on the first attempt are allowed a total of four additional submissions within a period of two years. Any change in topic must be approved by and registered with the Moderator.

Deferral

Full-time students who are allowed to take more than 36 credits (12 courses) but not more than 42 credits (14 courses) in their final year to complete the degree may register their Research Paper/Project as deferred. Such students will be permitted to submit their study not later than the last Friday in July. The same applies to final year students who, as a result of having failed a course in Semester I, need to gain 21 credits in Semester II to complete the degree. Students in these categories are still required to register in semester I and meet with their supervisor and coordinator.

Corrections

All studies shall be marked as received. However, after marking, a study may be returned for correction of minor editorial/stylistic errors, for purposes of lodgement in the Library, but not for remarking.

Online Registration of Capstone Thesis/Project

Students are reminded that the research paper/project is a year-long course carrying six (6) credits, and students are therefore required to register online for the paper in each semester.

NOTE: Students who, at the beginning of an academic year, need only the Capstone project to complete the degree, are reminded that they are still required to register online for this research paper and to submit the study at the normal time.

SUPERVISION

Each student will be assigned a Faculty Advisor at the beginning of Semester 1 who will supervise the student's work throughout the academic year. Students are required to meet bi-weekly with their advisors, who will sign and date progress notes.

Although the main advice concerning the academic worth and the feasibility of a topic will be received from your Capstone Advisor, students are encouraged to discuss their technical and design needs with the Senior Technical Officer and Technical Team, particularly as it pertains to the staging of the Creative Project.

For full details on this course requirements, assessment, deadlines etc., download the HUMN3901 Guidelines from our [Student Resources](#) page.



STUDENT BODIES AND SERVICES



OFFICE OF STUDENT SERVICES

The Office of Student Services offer a wide range of services and programmes to foster your holistic development and progression from Orientation to Graduation and beyond. Their services and programmes include:

- [STUDENT HEALTH CLINIC](#)
- [PSYCHOLOGICAL COUNSELLING](#)
- [THE FIRST YEAR EXPERIENCE](#)
- [CAREER DEVELOPMENT](#)
- [MENTORSHIP PROGRAMME](#)
- [COMMUNITY OUTREACH PROGRAMMES](#)
- [CAMPUS SHUTTLE SERVICES](#)

To learn more, visit the [Office of Student Services](#) online.

STUDENT ENROLMENT AND RETENTION UNIT (SERU)

SERU is an information and relationship management hub for students. The SERU manages student recruitment programs, support student engagement and success initiatives, and work with other units and departments to ensure that policies, processes and practices place the needs and interests of our students first.

CAMPUS IT SERVICES

The Campus IT Services (CITS) is the campus' information technology unit responsible for providing infrastructural, software, and user services to support academic and administrative activities. CITS has seven 24-hour access computer laboratories all with internet access, available for students' use. Other services include MyCaveHill eLearning (online lecture notes and course tools), email services, network user accounts and so on. For more information, visit <https://www.cavehill.uwi.edu/campusitservices/home.aspx>

STUDENT ORGANISATIONS

Get involved and join one of the many student organisations on Campus. This is the opportunity to build networks, improve your skills, broaden your horizons and provide you with valuable experience. Visit the following links to find out what they are.

[-https://www.cavehill.uwi.edu/campus-life/clubs-and-societies.aspx](https://www.cavehill.uwi.edu/campus-life/clubs-and-societies.aspx) and

[-https://www.cavehill.uwi.edu/studentservices/support-services/clubs-societies.aspx](https://www.cavehill.uwi.edu/studentservices/support-services/clubs-societies.aspx)

THE WRITING CLINIC



The Writing Clinic is available to all undergraduate and graduate students of The University of the West Indies, as well as staff members who require support in writing projects, assignments, proposals, or in their general writing skills. The Clinic offers developmental as well as remedial support.

Are you experiencing "writer's block"?

Book an appointment with the Clinic, let us help you work through it.

WHAT DO WE DO

- Provide support for student writing
- Provide support for staff writing
- Offer one-on-one tutoring in writing for students
- Offer one-on-one consultation on writing projects for academic and/or senior admin staff
- Diagnose and treat chronic areas of weakness in writing
- Provide writing resources for individualized instruction

HOW IS IT DONE

- Through a flexible and needs-specific programme of individual tutoring, mentoring, and consultation.
- Through easily accessible writing resources.

CONTACT US

To access the services of the Clinic, call for an appointment at 417-4405 or visit the office of the Department of Language, Linguistics and Literature located in the Faculty of Humanities and Education.



FACULTY REGULATIONS CONCERNING UNDERGRAD DEGREES

In this Section:

[Programme Requirements:](#)

- Majors
- Double Majors
- Specials
- Minors

[Faculty Requirements:](#)

- Foundation courses
- Faculty Electives
- Foreign Language Requirement
- Co-Curricular Courses

[Award of the BFA/BA Programme Registration](#)

- Level I Students— Full-time | Part-time
- Level II Students
- Level III Students

[Transferring to/from another Faculty](#)

[Academic Warning](#)

[Request to Withdraw](#)

[Extra Courses](#)

[Leave of Absence](#)

These regulations govern all undergraduate degrees offered in the Faculty of Culture, Creative and Performing Arts. Students should acquaint themselves with these regulations.

PROGRAMME REQUIREMENTS

MAJORS

1. A major is a student's principal subject of study. This means that students must do at least 12 core courses in the subject chosen for a total of 36 credits. Courses must be chosen according to the requirements specified by each discipline (see the various Requirements for Majors, in the Majors and Specials section).

DOUBLE MAJORS

2. Students may choose to do a "Double Major" within the Faculty; that is, at least 36 credits in each of two subject areas. Students wishing to do a double major including a Major from outside the Faculty must seek special approval

from the Dean of each Faculty involved.

SPECIALS

3. Students may seek to do a "Special" in a subject. This consists of 54 credits (18 courses) in the discipline and requires the permission of the Head of the Department. This evidently reduces the number of courses outside the discipline which a student may opt to do.

N.B.: Normally, students will not be allowed to pursue a Minor along with a "Special".

MINORS

4. Although it is not compulsory for students to pursue a Minor with their Major, for those students who want to do so, there are structured Minors available in a variety of disciplines. Those students wishing to pursue a Minor must get approval from the Dean. Students should note that they cannot normally take up a Minor before completing at least six (6) courses at level I. At the end of their degree, students who have a declared Minor will be certified as attaining a Minor where they have fulfilled the requirement of the Minor in the discipline they have chosen. (A Minor will normally consist of at least 18 credits which must include at least fifteen credits at Level II/III, and including at least 3 credits at Level III).

5. Students must note that approval to pursue out-of-Faculty or cross-Faculty Minors is not automatic. This requires the permission of the two Deans involved, and in some cases, the approval of one or both Faculty Boards. Minors taken from other Faculties will follow those Faculties' requirements, unless there are arrangements between the respective Faculties to vary the structure of the Minor. Students should also note that taking Minors in other Faculties might require them to do extra courses, notwithstanding the stipulation that a degree in the Faculty of Culture, Creative and Performing Arts consists of 90 credits or 30 courses spread over the various levels.

FACULTY REQUIREMENTS

6. In addition to the requirements for the Major, the following information explains the Faculty requirements for the degree programme:

- 2 English Language Foundation Courses
- 2 Out-of-Faculty Foundation Courses (FOUN1201 and FOUN1301)
- 2 Level 1 Faculty courses (electives) outside the Major but selected from within the Faculty which includes the Foreign Language Requirement if required.
- Final Year Research at Level III

FOUNDATION COURSES

7. All students entering the Faculty are required to do four (4) Foundation courses for a total of twelve (12) credits by the time they graduate. Although they are all coded as Level I courses, only the Foundation Courses in English Language must be taken at Level I. The others may be taken at Level II.

NOTE: 'FOUN0100 Fundamentals of Written English' must be taken by students who have not passed, taken, or been exempted from the Proficiency Test in English before registering for any of the Foundation Language course. This course has no credits.

8. The Foundation course FOUN1006 Exposition for Academic Purposes is compulsory for all students entering the Faculty, unless otherwise specified.

(a) Students must also do either FOUN1003 Introduction to Creative Non-Fiction or FOUN1004 An Introduction to Argument as their second Foundation Course in English Language.

(b) In addition, students must do FOUN1201 Science, Medicine and Technology in Society and FOUN1301 Law, Governance, Society and Economy in the Caribbean, both of which are out-of-Faculty courses. Please refer all enquiries for these courses to the relevant Faculty.

(c) The Foundation Courses are:

Foundation Courses in English Language

FOUN1006 Exposition for Academic Purposes

FOUN1004 An Introduction to Argument

FOUN1003 Introduction to Creative Non-Fiction

The Foundation Language courses are administered by the Faculty of Humanities and Education

Out-of-Faculty Foundation Courses

FOUN1101 Caribbean Civilisation is administered by the Faculty of Humanities and Education.

FOUN1201 Science, Medicine and Technology in Society is administered by the Faculty of Science and Technology and the Faculty of Medical Sciences.

FOUN1301 Law, Governance, Economy and Society in the Caribbean is administered by the Faculty of Social Sciences and the Faculty of Law.

THE FOREIGN LANGUAGE REQUIREMENT

9. All students registered in the Faculty of Culture, Creative and Performing Arts who do not have at least CSEC General Grade II before 1998, or Grade III after 1998, or its equivalent in a foreign language are required to complete three (3) credits in one of the following beginners' foreign language courses at Level I of their programme:

CHIN1001 Chinese Language IA

FREN0101 Beginners' French

SPAN0101 Beginners' Spanish

PORT1001 Portuguese Language IA

This course can be used as one of the two required Faculty electives at Level 1.

FACULTY ELECTIVES

10. An elective is a course (in any Faculty) which a student **chooses** (elects) to do, as opposed to a course which a student is **required** to do. In virtually all cases, electives are necessary in order to make up the required 90 credits for the degree. As used in these regulations, the term "Faculty Elective" is an elective within the Faculty of Culture, Creative and Performing Arts.

ELECTIVES

11. Students may acquire the other credits required to attain the total of 90 credits (30 courses) by doing:

Extra courses in the subject of their Major

Faculty electives: courses in other subjects within the Faculty

Out-of-Faculty courses: up to ten courses in other Faculties

Co-curricular Courses: Credit for a maximum of **one (1)** Co-curricular Course (level II or III) can be counted toward the overall number of courses for the degree (i.e. 30 courses). However, Co-curricular courses are assessed on a pass or fail (P/F) basis. They do not have a GPA rating and, therefore, are not used in calculating the **class** of degree.

Any permissible combination of the above.

CO-CURRICULAR COURSES



Enhance your Curriculum Vitae!

A maximum of three (3) credits of Co-curricular courses can count towards your degree. Courses offered are:

- Sports Courses: Athletics, Basketball, Cricket, Football, Netball, Volleyball
- Debating
- Leadership with Service
- Peer Education in Response to HIV/AIDS
- Using Photography to Document University Life
- Alcohol and Other Drugs of Abuse
- Student Entrepreneurial Empowerment Development (SEED)
- Basic Peer Helping
- Sea Turtle Project

Further Information on Co-Curricular credits is available at the Office of Student Services .

<https://www.cavehill.uwi.edu/student-services/academic-support/co-curricular-credits.aspx>

E-mail: studentservices@cavehill.uwi.edu

Tel.: (246) 417-4165/6/7

AWARD OF THE BFA/BA DEGREE

12. In order to qualify for a BA or BFA Degree, a student must:

- (a) complete at least 90 credits (30 courses), of which 9 credits (3 courses) shall be for Foundation Courses.

Level I

c) 10 courses (or 30 credits) as outlined in their programme structure, including the two English Language Foundation courses, one Foreign Language if required and one Faculty elective outside the Major (see Foreign Language requirement);

Level II

d) 30 credits as outlined in their programme structure.

Level III

e) 30 credits as outlined in their programme structure.

f) Only in exceptional circumstances, such as when courses may not be available at Levels II or III, and with the approval of the Dean, will deviations from the norm be permitted.

REGISTRATION

LEVEL I STUDENTS:

(2) FULL-TIME PROGRAMME

a) A full-time student shall complete the degree programme in no fewer than six and no more than twelve semesters.

b) A full-time student should normally register for twelve to fifteen credits per semester, except in the case of the final two semesters of the degree programme in which a student may seek permission to register for a maximum of 21 credits each semester (including HUMN3901 Capstone/Thesis Project where required), to complete the degree.

- c) A full-time student must:
- have full matriculation
 - devote his/her full time to study and not hold full-time employment;
 - A full-time Level I student must register for a total of ten courses for the academic year.
 - A full-time Level I student may seek permission to register for up to two extra courses, and the Dean may grant permission after an assessment of the student's academic potential. An extra course in the Level I programme, if passed, may be counted towards completion of the Level I programme if necessary, and the student not required to indicate which is the extra course.

(3) PART-TIME PROGRAMME

- A part-time student shall complete the degree in no fewer than eight and no more than eighteen semesters. A student with lower level matriculation must register as a part-time student.
- Part-time students at Level I (as identified in (a)), must take 15 credits in their first year of registration. These must include the two English Language Foundation courses (unless exempted). However, a student who has at least one A' Level may do 18 credits (6 3-credit courses) in the first year of registration if the Dean is satisfied that he or she has adequate time and academic potential to cope with the extra load.
- A part-time student with full matriculation (i.e. having at least two A' Levels or an Associate Degree with a GPA of 2.50 on entry to the University) should normally register for 12 to 18 credits in an academic year.
- Normally, a part-time student will be required to spread the Level I programme over four semesters. At least one Foundation course must be done in the first semester.
- A part-time student will not normally be permitted to register for Level II courses unless he or she has gained at least eighteen Level I credits (completed 6 Level I courses).

(4) LEVEL II STUDENTS

- No student shall be permitted to register for Level II courses before completing the Level I programme, unless that student is simultaneously registered to complete the relevant Level I courses.
- It is the student's duty to ensure that he/she has the necessary prerequisites for the Level II courses for which



he/she is registering. Any registration in breach of prerequisite requirements is invalid.

(5) LEVEL III STUDENTS

- No student shall be permitted to register for Level III courses before completing the Level I and Level II courses, unless the student is simultaneously registered to complete those courses.
- A student who fails a Level III course that is not compulsory, may either repeat it or substitute another Level III course.
- Exemption for credit in respect of courses done elsewhere or during a previous UWI studentship will not apply to the final year research paper./project.
- Registration for HUMN3901 Capstone/Thesis Project must take into consideration the rule on the maximum permissible load.

The responsibility in respect of prerequisites applies as at (*4b) above.

(6) CHANGING FROM PART-TIME TO FULL-TIME STATUS OR VICE VERSA:

- A full-time student who takes full-time employment in any year will be required to change to part-time registration.
- A part-time student with lower level matriculation may transfer to full-time status after gaining 24 credits (successfully completing 8 courses).

c) A part-time student who becomes eligible for full-time status may change his/her registration by registering for the requisite number of courses up to the deadline for registration in any year.

7) ACADEMIC WARNING—A student whose term GPA falls below 2.0 in any one semester will be placed on “academic warning”. This is an alert to the student that they must improve their performance in the subsequent semester in order to continue in their programme. A student on academic warning is strongly advised to meet with his/her Academic Advisor before registering in the semester following. If the GPA remains below 2.00 in the subsequent semester, the student will be required to withdraw from the programme.

8) REQUEST TO WITHDRAW—Students will be required to withdraw from the Faculty if, after receiving a warning letter concerning their poor academic performance in one semester, do not improve and have a GPA of less than 2.00 in the following semester.

Students required to withdraw from the University may reapply for admission to the University after at least one academic year has lapse since their withdrawal.

9) EXTRA COURSES taken in the Level I programme will in no circumstances be submitted for credit in the Level II programme, or otherwise be counted towards the number of courses required for the Degree save as provided at 2(e) above. An extra course shall, however, count as satisfying the prerequisite for entry to other courses where it is so required.

Only two Beginners’ courses may count towards the Level I programme, and no such course may form part of the Level II or Level III programme.

10) TRANSFERRING TO/FROM ANOTHER FACULTY

a) Students wishing to transfer from one Faculty to another should note the details for application dates listed in the [Academic Calendar](#).

a) [Applications](#) can be accessed through The UWI website. Students are to return the completed forms to the Faculty Office for approval by the Dean. Students should note that the transfer, once approved, will be processed in time for the new academic year, and that they will receive notification of approval from the

Student Affairs office.

- b) Students transferring into Level 1 from another Faculty must satisfy the relevant matriculation requirement.
- c) Students transferring into the Faculty may apply for exemption from or credit for courses completed in another Faculty or institution. (Request for Exemptions Forms are available on the [Faculty website](#)).
- d) Exemptions with credit are not normally granted in respect of Level II or III courses. N.B.: Students who received an exemption without credit are required to do another course to make up the credits.
- e) A transfer student with passes obtained in the Preliminary year in the Faculty of Science and Technology may use such passes for purposes of matriculation, but may not obtain credit for any such passes.
- f) Permission will not be granted to vary the Faculty’s requirements for registration in order to facilitate students who wish to transfer to another Faculty, but students who wish to do so, may apply to read extra courses in accordance with (5) above.

11) REGULATIONS FOR LEAVE OF ABSENCE

a) Application - A student who for good reason wishes to absent herself/himself from the degree programme must apply to the Faculty Board of the candidate’s Campus through the Dean, for formal leave of absence stating the reasons for the application. The length of such leave of absence, if granted, will be subject to approval by the Academic Board of the Campus concerned, but will not normally exceed one academic year in the first instance, terminating at the end of the academic year for which the application is approved.

b) Time Limits - During a student’s undergraduate career, leave of absence may be granted for one semester or for an academic year, up to a maximum of two academic years. Leave of absence, however, will not be granted for more than two consecutive years. A student requiring more leave after the maximum has been reached will be required to withdraw from the University and reapply at a later date.

c) Deadlines - Applications for leave of absence for a semester shall normally be submitted by the end of the third week of the relevant semester. Applications for leave of absence for the academic year shall normally be submitted by the end of the third week of Semester I (see the [ACADEMIC CALENDAR](#) for deadline dates).

In this Section:

REGULATIONS GOVERNING UNDERGRADUATE EXAMINATIONS

[Oral/Written Supplemental Exams](#)

[Exemptions Granted in Cases of Illness](#)

[Medical Certificates](#)

Calculation of Honours/Class of Degree

[Aegrotat Degrees](#)

EXAMINATIONS

Students should familiarise themselves with the current Examination Regulations as stated in the UWI EXAMINATION REGULATIONS FOR FIRST DEGREES, ASSOCIATE DEGREES, DIPLOMAS AND CERTIFICATES booklet (accessible through the [Examinations Section](#)).

1. A course may be examined by one or more of the following: written examination, oral tests, coursework, or any other method or combination of methods approved by Senate.

2. In some cases, an examination consisting of one written paper is held at the end of the semester. In others, there is a coursework component. It is the student's responsibility to ensure that coursework is submitted by the required date. Students who fail to meet this requirement will receive no marks.

3. A student failing a course that is not compulsory may substitute another course in a subsequent semester or may repeat the failed course. Note that all attempts will be calculated in your cumulative GPA.

4. In order for a student's registration to be deemed completed, his/her financial obligations to the University must have been fulfilled.

5. Registration for a course constitutes registration for the examinations in that course.

6. A student who has registered for a course but who wishes to withdraw from that course must de-register online (via [CHOL](#)) not later than the official date published by the Assistant Registrar, Admissions (see the ACADEMIC CALENDAR for deadline dates).

7. A student who does not sit the examination in a course

for which he or she is registered is deemed to have failed that examination, unless permission to withdraw has been granted by the Dean. This regulation shall not apply in cases of properly attested illness duly reported to the Campus Registrar in accordance with the University Examination Regulations.

8. Students may seek permission to register to write examinations without attending classes in not more than four courses in which examinations had been taken and failed. This permission must be granted by Academic Board on the recommendation of Faculty Board which shall require consultation with the Department concerned.

9. Examinations Regulations state that:

"Any candidate who has been absent from the University for a prolonged period during the teaching of a particular course for any reason other than illness, or whose attendance at prescribed lectures, classes, practical classes, tutorials or clinical instructions has been unsatisfactory, or who has failed to submit essays or other exercises set by his teachers may be debarred by the relevant Academic Board, on the recommendation of the relevant Faculty Board, from taking any University examinations."

Note: Debarment from the examination in a course will be recommended by the Faculty based on information supplied by the relevant Head of Department on unsatisfactory attendance. Students should note that attendance at tutorials is compulsory.

ORAL/WRITTEN SUPPLEMENTAL EXAMINATIONS:

10. The Board of Examiners may recommend to the Department concerned that a student who has failed the last and only course required to complete the degree be offered an



oral or written supplemental examination in that course, provided that he/she has obtained a mark of **45-49%** in the course. This also applies where the course failed was taken in Semester I and not repeated in Semester II.

11. If a supplemental is granted, the student may choose to decline the offer.

12. The supplemental, which will be a minimum length of one hour, will be held as soon as possible after the previous examination. The student must contact the Department concerned immediately on being notified by Examinations Section, so that arrangements may be made for the supplemental.

13. The supplemental examination will concern the course as a whole, and will not be restricted to the questions set in the examination which the student failed.

14. If the supplemental is passed, the student cannot be awarded a grade higher than C, and this grade will replace that previously gained for the entire evaluation in that course.

15. If he/she fails the supplemental, the student will not have the right of appeal or review.

16. A student will be allowed only one Supplemental Examination for any one course.

REVIEW OF EXAMINATION RESULTS

17. A student who is not satisfied with the result of an examination may request a review through the Examinations Section. Requests for review of Examination results must be made within the stipulated times outlined in the [Assessment Regulations](#) (Regulation 142 - 151). Late requests might be considered outside of this time frame where there are extenuating circumstances (such as the late submission of results by the examiner - in which case, the timeframe would be counted from the date of publication, i.e. the date the results are posted).

EXEMPTIONS GRANTED IN CASES OF ILLNESS

18. A candidate who has been absent through illness for one or more examinations held in respect of Level II or Level III courses may apply for exemption from these examinations provided that:

(i) no exemption shall be granted in respect of any course unless the candidate has successfully completed all the required work for the course and has achieved, in the opinion of his tutor(s) and of the Department, a satisfactory level of performance in the course;

(ii) no exemption shall be granted unless the candidate

has obtained the minimum 30 Level I credits and at least twelve Level II credits;

(iii) no exemption shall be granted in respect of any dissertation or project;

(iv) the total number of credits for which exemption may be granted shall not exceed eighteen, except that where a student has satisfactorily completed both the Level I and Level II programmes, exemption may be granted from a total of twenty-four credits. Such exemption shall permit the student, on completion of all the other requirements for the degree of BA, to apply for an Aegrotat degree.

MEDICAL CERTIFICATES

19. Students who submit certificates as an excuse for absence from examinations are asked to note that although the student is free to visit his/her private physician, he/she is required, for the purpose of securing exemption from examinations, to comply with the following:

(i) to be examined by a practitioner from the University's panel of doctors; or

(ii) in the event of illness being so acute that the student cannot subscribe to (a), he/she should obtain a certificate from his/her private physician and in addition the physician should be required to supply the University with the reasons for the student's absence from the examinations, and;

(iii) to ensure that the report is submitted to the University Medical Officer at the [Student Health Clinic](#).

(iv) "Where the factors referred to in (a) relate to illness the report to the Campus Registrar MUST BE accompanied by a medical report, signed by the Campus Medical Officer (at the Student Health Clinic or by any other medical practitioner approved for this purpose by the university), as proof of illness. The medical report shall be submitted within seven days from the date of that part of the assessment in which the performance of the candidate is affected. A report received after this period will be considered only in exceptional circumstances".

NB: All Medical certificates should be submitted to the [Student Health Centre](#), and students should indicate the course(s) covered by the certificate. Certificates should not be submitted to the administrative office nor to Lecturers.



CALCULATION OF HONOURS/CLASS OF DEGREE

(20) The class of degree depends on the Cumulative Grade Point Average a student has accumulated in the 54 credits (18 courses) required for Honours obtained in **Level II and Level III courses**. Students should note that ALL Levels II and III courses completed, whether or not a requirement for their degree, will be included in their degree GPA calculation. The Foundation courses done at Level II are not included in this calculation.

AEGROTAT DEGREE

21. A student who has obtained at least three-quarters of the credits required for a Bachelor's Degree, but has been unable through illness to complete the programme may apply under the University Regulations for the award of an Aegrotat Degree.

22. An Aegrotat Degree will not be awarded unless the Board of Examiners considers that, in the courses which he/she has completed, the student has reached a standard which, if also reached in the remainder of the programme, would have qualified him/her for the award of a Degree.

23. An Aegrotat Degree will be awarded without class.

24. Holders of an Aegrotat Degree are not permitted to re-enter for the same Degree programme but may proceed to a second or higher degree, on complying with the Regulations for such Degree.

Opportunities to study overseas



The UWI has established Exchange Agreements with over 50 globally recognised partner institutions around the world! Cave Hill students can spend a semester or academic year abroad, studying at one of these institutions. As a student of The UWI you can therefore enjoy *“the best of both worlds”* - a quality Caribbean education and an enriching international experience. Study Abroad will enable you to broaden your perspective, deepen your academic knowledge, explore the world, and make new friends and connections that will last a lifetime!

Visit to view the list of partner institutions
<https://www.cavehill.uwi.edu/international/partners.aspx>

Hear some of our former student on their study exchange experiences
<https://www.cavehill.uwi.edu/international/current-students/student-testimonials.aspx>

Further details on the Exchange Programme can be obtained from the International Office, located in the Student Enrolment and Retention Unit (SERU) .

Telephone: (246) 417-4977 or (246) 417-4994
Email: seru@cavehill.uwi.edu
<https://www.cavehill.uwi.edu/seru/study-abroad.aspx>



PROGRAMMES OFFERED

PROGRAMMES OFFERED

BACHELOR OF FINE ARTS —CREATIVE ARTS

Students choose two concentrations from

- Dance
- Film
- Theatre

BACHELOR OF ARTS—CARIBBEAN STUDIES (New 2020/2021)

FORTHCOMING PROGRAMMES

1. BACHELOR ARTS —DANCE

2. BACHELOR ARTS—FILM

3. BACHELOR ARTS—THEATRE

4. BACHELOR ARTS—MUSIC

The Bachelor's in Fine Arts in Music prepares engages students in the practice of musical expression, engendering an appreciation of the way in which it affects how people think and feel. Students learn the importance of music to the social, moral and spiritual development of Caribbean and other cultures. The goal of the programme is to graduate students with the discipline and skills to critically study music and develop the leadership skills to inspire audiences and other musicians alike positively impact their communities.

5. BACHELOR OF ARTS—MUSIC WITH EDUCATION

The Bachelor of Fine Arts in Music with a minor in Education programme is designed to prepare students to achieve success in the world of musicianship while being introduced to core concepts of teaching and learning within the discipline of education. The goal of the program is to enable competent music educators to develop the appropriate knowledge and necessary skills of instruction to deliver a quality education in music to primary and secondary school students. The programme will inspire and motivate students to cultivate a habit of discipline and creative practice to positively impact their communities.

PROGRAMME REQUIREMENTS

BFA Creative Arts

The **Bachelor of Fine Arts (BFA) Degree** seeks to educate a cadre of artists, teachers of art, arts critics, arts officers and arts managers who will advance the exploration and appreciation of the arts in the Caribbean. It will provide the knowledge base and skills required to develop arts and cultural resources within the contemporary Caribbean. The curriculum for the BFA degree is organised around a common core of knowledge and concepts derived from developments in art history, theory and practice of the arts, interdisciplinary arts, Caribbean studies, and cultural studies.

Students complete courses in aesthetics, theory, history and criticism and follow a programme of study in **two arts disciplines** (drawn from dance, theatre and film). Students choosing dance as one of their disciplines will be required to audition prior to admission to the programme, while interviews will be conducted for those choosing theatre and moving picture arts (Film).



PROGRAMME STRUCTURE

BACHELOR OF FINE ARTS—CREATIVE ARTS

(For students entering in 2020/2021)

LEVEL I (30 Credits - 10 courses)

1. HUMN1001 Critical Foundations in the Arts (3 credits)

Faculty Requirements

2. FOUN1006 Exposition for Academic Purposes (3 credits)
3. Either FOUN1004 An Introduction to Argument OR FOUN1003 Introduction to Creative Non-Fiction (3 credits)
4. One (1) Level I Faculty elective from (3 credits)
5. (i) One (1) Beginners' Foreign Language (for all students without a CSEC or equivalent qualification in a Foreign Language (*see Foreign Language Requirement*) OR (ii) One level 1 Faculty elective for students who possess at least a Grade 3 in CSEC or equivalent in a Foreign Language.

Creative Arts Concentrations

6-7. Students must complete a minimum of six (6) credits of Level I courses in the Creative Arts according to their concentration as outlined below:

Dance concentration (6 credits)

6. DANC1301 Introduction to Dance (3 credits)
7. Either FILM1000 Introduction to Film OR THEA1000 Introduction to Theatre (3 credits each)

Film (Moving Picture Arts) concentration (6 credits)

6. FILM1000 Introduction to Film (3 credits)
7. Either DANC1301 Introduction to Dance OR THEA1000 Introduction to Theatre (3 credits each)

Theatre concentration (6 credits)

6. THEA1000 Introduction to Theatre (3 credits)
7. Either DANC1301 Introduction to Dance OR FILM1000 Introduction to Film (3 credits each)

8-10. Three (3) Level I electives

[Click to jump to Course Descriptions](#)

LEVEL II (30 credits)

Major Requirements:

1. One of:

- i. FILM2010 History and Theory of Cinematic Forms **OR**
- ii. THEA2002 History and Theory of Performing Arts

Faculty Requirements:

- 2. FOUN1201 Science, Medicine and Tech. in Society
- 3. FOUN1301 Law, Governance, Economy and Society in the Caribbean

Creative Arts Concentrations:

4-9. Students must complete a minimum of eighteen (18) credits of Level II courses in the Creative Arts as outlined:

Dance Concentration (18 credits)

- 4-5. DANC2301 Dance Technique (6 credits)
- 6. DANC2303 Modern Dance (3 credits)
- 7-9. Any nine (9) credits of level II courses chosen from the Theatre or Moving Picture Arts concentrations

Film (Moving Picture Arts) Concentration (18 credits)

Any **eighteen (18) credits** chosen from the following Level II Motion Picture Arts courses:

4-6. Any nine (9) credits chosen from the following Level II Film courses:

- FILM2000 Caribbean Film (3 credits)
- FILM2110 Production Tools (3 credits)
- FILM2115 Cinematography (3 credits)
- FILM2103 Documentary (3 credits)
- FILM2104 Production Management (3 credits)
- FILM2801 Fundamentals of Story & Narration (3 credits)
- FILM2802 Writing for Stage and Screen (3 credits)

7-9. Any nine (9) credits of level II courses chosen from Dance, Film (not completed above) or Theatre concentrations.

Theatre Concentration (15 credits)

- 4-5. THEA2210 Acting for Stage and Screen (6 credits)
- 6. THEA2203 Production and Stagecraft
- 7-8. Any 9 credits of level II courses from the Dance or Moving Picture Arts concentrations

10. One (1) Level II elective

[Click to jump to Course Descriptions](#)

LEVEL III (30 credits)

Major Requirements:

1-2. HUMN3001 Aesthetics, Theory & Criticism (6 credits)

Faculty Requirements:

3-4. HUMN3901 Capstone/Thesis Project (6 credits)

Creative Arts Concentrations:

5-9. Students must complete a minimum of fifteen (15) credits of Level III courses in the Creative Arts as outlined:

Dance Concentration (15 credits)

- 5. DANC3301 Choreography (3 credits)
- 6. DANC3302 Dance Education (3 credits)
- 7-8. DANC3303 Dance Ensemble (6 credits)
- 9. Any 3 credits of level III courses from the Moving Picture Arts or Theatre concentrations or HUMN3900 Internship (3 credits)

Film (Moving Picture Arts) Concentration (15 credits)

5-8. Any 12 credits chosen from the following FILM courses

- FILM3105 Directing (3 credits)
- FILM3102 Post-Production Editing and Sound (3 credits)
- FILM3115 Digital Media Workshop (6 credits)
- FILM3801 Playwriting (3 credits)

9. Any 3 credits of level III courses taken from Dance, Film (not completed above) or Theatre concentrations OR HUMN3900 Internship (3 credits)

Theatre Concentration (15 credits)

- 5. THEA3202 Directing Performance (3 credits)
- 6. THEA3206 Musical Theatre (3 credits)
- 7-8. THEA3210 Theatre Ensemble (6 credits)
- 9. Any 3 credits of level III courses from the Dance OR Moving Picture Arts (Film) concentrations OR HUMN3900 Internship (3 credits)

10. One (1) Level I elective

[Click to jump to Course Descriptions](#)

BACHELOR OF ARTS—CARIBBEAN STUDIES

(New 2020/2021)

The Bachelor of Arts Caribbean Studies introduces students to the interdisciplinary study of the Caribbean, with specific attention to the historical, environmental, socio-cultural features of modern existence that have come to constitute the Caribbean experience. It serves as the undergraduate programme offering of the programme in Cultural Studies, and draws on courses based within that discipline and mainly throughout the Faculties of Humanities and Education and Social Sciences, with a specific attention to crafting a programme that represents the range of knowledge currently taught on the Caribbean throughout The UWI, Cave Hill Campus.

LEVEL I (30 credits)

Major Requirements:

1. CLTR1010 Introduction to Caribbean Studies
- 2-3. **Choose Two (2) of:**
 - CLTR1100 Culture and Identity
 - CLTR1505 Cultural Studies and Caribbean Dance I
 - MUSC1020 Caribbean Popular Music and Society
4. **Choose One (1) of:**
 - FRENCH1401 French Language IA* OR
 - SPAN1001 Spanish Language IA*
5. **Choose One (1) of:**
 - FRENCH1402 French Language IB* OR
 - SPAN1002 Spanish Language IB*

Faculty Requirements

6. FOUN1006 Exposition for Academic Purposes
7. FOUN1004 An Introduction to Argument
- 8-10. Three (3) electives

*See [Entry Qualifications for these courses](#)

[Click to jump to Course Descriptions](#)

LEVEL II (30 credits)

Major Requirements

1. CLTR2000 Thinking Culture: Debates and Perspectives
2. CLTR2500 Introduction to Cultural Studies
3. **Choose One (1) of:**
 - CLTR2100 Festivals, Rituals and Caribbean Society OR
 - CLTR2402 Caribbean Intellectual Traditions

4. **Choose One (1) of:**
 - HIST2003 History of the West Indies 1 OR
 - LITS2514 West Indian Literary Classics I
5. **Choose One (1) of:**
 - FILM2000 Caribbean Film
 - HIST2004 History of the West Indies 2
 - LITS2403 Caribbean Popular Culture I
 - LITS2516 West Indian Literary Classics II
6. **Choose One (1) of:**
 - GEND2015 Gender, Sexuality and Race in Caribbean Culture OR
 - GEND2201 Women's Studies I: An Introduction

Faculty Requirements

7. FOUN1210 Science, Medicine and Technology in Society
8. FOUN1301 Law, Governance, Economy and Society in the Caribbean
- 9-10. Two (2) Electives

[Click to jump to Course Descriptions](#)

LEVEL III (30 credits)

1. CLTR3100 Theorising Caribbean Culture
2. **Choose one (1) of:**
 - CLTR3101 Race, Nationalism and Culture OR
 - CLTR3110 Sacred Arts of the Black Atlantic
3. **Choose one (1) of:**
 - CLTR3102 Exhibiting Culture: Representation, Tourism and Heritage OR
 - CLTR3103 Black Popular Culture
- 4-5. **Choose Two (2) of:**
 - GEND3701 Men and Masculinities in the Caribbean
 - GEND3703 Feminist Critiques of Development Theories: Implications for Policy and Planning
 - GOVT3018 Caribbean Government and Politics II
 - LITS3502 West Indian Literature: Special Author Seminar
 - SOCI3013 Social Policy
- 6-7. **Choose Two (2) of:**
 - ENSC3020 Case Study in Environmental Science
 - FINA3001 Caribbean Business Environment
 - GOVT3017 Caribbean Government and Politics II
 - LITS3405 Caribbean Popular Culture II
 - LING3501 Social and Linguistic History of the C'bean
 - SOCI3012 Social Planning
 - SOCI3035 Caribbean Social Problems
- 8-10. Three (3) Electives

[Click to jump to Course Descriptions](#)

MINORS OFFERED

Minors offered in the Faculty are available to any student pursuing a Major at the University. Students interested in adding the Minor to their programme must first seek permission from their respective Dean.

MINOR IN CULTURAL STUDIES

For the Minor in Cultural Studies, students will be required to complete six (6) courses for eighteen (18) credits, distributed as follows:

LEVEL I

CLTR1100 Culture and Identity

LEVEL II

2. CLTR2500 Introduction to Caribbean Cultural Studies
- 3-4. And any TWO (2) of the following courses:

CLTR2000 Approaches to the Study of Culture
CLTR 2010 Global Media and Caribbean Culture
CLTR2050 Aspects of Brazilian Culture II
CLTR2100 Festivals, Rituals and C'bean Society
CLTR2401 Popular Culture & Consciousness in 20th Century South Africa

LEVEL III

5. CLTR3100 Theorising Caribbean Culture (compulsory)
6. **ONE (1)** of the following courses:

CLTR3101 Race, Nationalism and Culture
CLTR3102 Exhibiting Culture
CLTR3103 Black Popular Culture
CLTR3110 The Sacred Arts of the Black Atlantic
CLTR3500 Discourses in Cultural Studies
LITS3405 Caribbean Popular Culture II
HIST3106 History of Carnival in Brazil
HIST3302 South Africa: Cultural History

MINOR IN MUSIC

For the Minor in Music, students will be required to complete seven (7) courses for twenty-one (21) credits, distributed as follows:

LEVEL 1

1. MUSC1010 Introduction to Critical Listening
2. MUSC1020 C'bean Popular Music and Society

LEVEL II

- 3-4. MUSC2400 Knowing Popular Music through Performance (6cr)
5. MUSC2000 General Musicianship
6. MUSC2100 Composing in Caribbean Popular Genres

LEVEL III

7. MUSC3000 The Music Industry



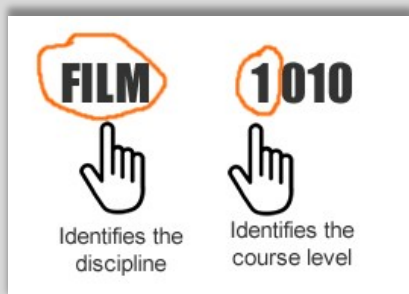
Students of the *CLTR1100 Culture and Identity* class visit the Masjid in Sobers Lane. This is one of the required courses for those minoring in Cultural Studies or one of the many courses in the Faculty available to any student as an elective.

COURSE DESCRIPTIONS

The Faculty does not bind itself to offer all the courses listed here. Not all courses will be offered in any given semester. Explore the Cave Hill On-Line (CHOL) course schedule each semester for available courses <http://www.cavehill.uwi.edu/chol>

Components of the Course Code:

Each course is assigned a unique alphanumeric code. The first four letters of the code indicate the subject area e.g. DANC is a Dance course. This is followed by four digits. The first digit in the code indicates the level of study – 1 for level one, 2 for level two and 3 for level three courses. Example: THEA1000 is a Level I Theatre course; FILM3801 is a Level III course.



Prerequisites:

Prerequisites are courses that must be completed prior to registering for a given course. Students will be unable to register for a course where the prerequisite requirement has not been satisfied.

Credit Hours:

Courses are worth either 3 or 6 credits. Unless otherwise indicated in parenthesis (), the number of credit hours for each course is 3 credits. Courses that are weighted 6 credits, are year-long and must be done in both semesters and within the same academic year, with first registration in semester I. Students must register for the course in both semesters of the academic year.

Mode of Delivery:

ALL courses are delivered in a blended format (face-to-face & online) unless otherwise indicated.

This section lists the Undergraduate Course Descriptions giving a brief summary of courses in the following disciplines:

- [Foreign Languages](#)—courses to satisfy the Foreign Language requirement
- [CLTR - Cultural Studies](#)
- [COCR - Co-Curricular Courses](#)
- [DANC - Dance](#)
- [FILM - Film \(Motion Picture Arts\)](#)
- [FOUN - Foundation Courses](#)
- [HUMN - History, Theory and Criticism](#)
- [MUSC - Music](#)
- [THEA - Theatre Arts](#)

For courses offered out of Faculty, refer to the relevant Faculty Handbook.

FOREIGN LANGUAGES

Foreign Language Requirement: All students registered in the Faculty of Culture, Creative and Performing Arts who do not have at least a CSEC General Grade II before 1998, or Grade III after 1998, or its equivalent in a foreign language are required to complete three (3) credits in one of the following beginners' foreign language courses at Level I of their programme. These courses are administered by the Faculty of Humanities and Education. <http://www.cavehill.uwi.edu/fhe>

CHINESE

CHIN1001 Chinese Language IA

This course will introduce the students to the study of the Chinese language and culture and enable them to communicate at a basic level in every-day life situations with speakers of the language. This course will also introduce students to the essentials of Chinese grammar and syntax; to writing of Chinese characters and to the Chinese specific linguistic feature of tone. The class will be delivered utilising six (6) contact hours weekly.

FRENCH

FREN0101 Beginners' French 1

An intensive course for students with little or no competence in French. Through a programme for adult beginners, students acquire the language necessary for oral and written expression in a number of authentic situations. NB: Students must pass both written and oral components in order to pass the course.

PORTUGUESE

PORT1001 Portuguese Language IA

The goal of this course is to develop in participants receptive and productive skills that will enable them to use the target language effectively to communicate with native speakers in various social contexts. Classroom activities will be based on real life situations. Reading materials include themes like art and culture, economy and industry, tourism, geography and the evolution of Brazilian society, with emphasis on its history and culture.

SPANISH

SPAN0101 Beginners' Spanish I

This course is designed for the student with little or no background in Spanish. It seeks to develop command of the essential elements of the Spanish grammar as well as basic communicative competence.

CULTURAL STUDIES (CLTR)

LEVEL I

CLTR 1010 Introduction to Caribbean Studies

This course introduces students to the interdisciplinary study of the Caribbean, with specific attention to the historical, environmental, socio-cultural features of modern existence that have come to constitute the Caribbean experience. Special attention will be given to the politics of race and ethnicity, gender and sexuality and class in the creation of the Caribbean, and the constantly changing relationship between the region's population, socio-economic conditions and natural environment. Students will gain keen insights into the importance of the region in the creation of the modern colonial world, and the forging of anti-colonial resistance to empire.

CLTR1050 Aspects of Brazilian Culture I

This course is designed for the student with little or no background in Brazilian History and Culture. It approaches basic elements of Brazilian culture in order to understand

the historical and cultural backgrounds and aspects of the "continental" country Brazil - the only Portuguese speaking country in the Americas. Different influences from Africa, Europe and Asia are critically analysed.

CLTR1501 Topics in African Cultural Traditions

This course explores the diversity of African cultural traditions. It begins with an exploration of African historiography and then turns to an examination of the dynamics of cultural change and development as a result of European imperialism and de-colonisation. The course will rely heavily on an array of regional case studies, African literature, film and music to further explore a range of cultural practices on the continent. We will be especially concerned with understanding the cultural significance of the performative and creative arts in the construction of African identities.

CLTR1505 Cultural Studies and Caribbean Dance

The movement expressions of the Caribbean have often been problematically dubbed as "folk or ethnic dance". Using conceptual frameworks provided by Cultural Studies this course explores the popular social dance forms of the Caribbean through a careful examination of the history and aesthetic principles that have guided their development and popularization. To this end, the course introduces students to a range of dance forms and later maps the stylisation process they undergo as they are moved from the streets into the studio and on to the stage.

CLTR1100 Culture and Identity

This course introduces students to the debates surrounding the formation of cultural identities. The course will demonstrate that both culture and identity are contested entities as students are shown the ways in which various, and oft times contradictory narratives of culture, shape the construct of identities. It will address such issues as the relation between culture as lived experience and institutional or sanctioned versions of Culture. It will also examine the ways in which our sense of identity and belonging are formed as well as how new cultural texts emerge to subvert dominant ideologies.

LEVEL II

CLTR2000 Thinking Culture: Debates and Perspectives

This course introduces students to key concepts in the study of culture. Students will assess how culture is conceptualised and will analyse the approaches adopted by the various disciplines. Such concepts such as high and low culture, mass culture and subculture will be examined, as well as the perspective of culture as the ordinary, or lived experience. Emphasis will be placed on reading

culture as a text as students examine how culture and cultural practices are manifested. Consequently, students will focus, for example, on key practices within youth culture and in the media as they assess how the narrative of identity is constructed through the cultural text.

CLTR 2010 Global Media and Caribbean Culture

In this course students will explore the ways the media shapes ideas about Caribbean culture, particularly Anglo-Caribbean culture. Drawing from readings in communication and cultural studies, as well as examples from a variety of mass media, the course examines the mass mediated production of Caribbean culture under three broad headings: Representations of the Caribbean, Media Flows into the Caribbean, and The Caribbean on the World Stage. This course takes a critical approach to the study of production, content and consumption of mass mediated messages about the Caribbean.

CLTR2050 Aspects of Brazilian Culture II

This course builds on CLTR1050 by providing students with a more in-depth examination of contemporary Brazilian culture and history. It foregrounds an analysis of popular cultural manifestations and examines how they intersect with broader issues of race, nation and gender. The different influences from Africa, Europe and Asia that have shaped the “continental” culture that developed in Brazil will also be critically analysed.

CLTR2100 Festivals, Rituals and Caribbean Society

In this course, students will examine the ways in which Caribbean festivals and rituals provide roots/ routes to understanding Caribbean society and culture. Emphasis will be placed on masquerade as students consider how it provides access to understanding the historical narrative in the Caribbean, as well as debates surrounding Caribbean identity/ties. A Pan-Caribbean approach will be adopted allowing students to analyse a variety of traditional, community, religious, and national festivals within the region and the diaspora.

CLTR2401 Popular Culture and Consciousness in 20th Century South Africa

This course examines the forms and institutions of popular culture in South Africa as these emerged in a context of political resistance.

CLTR2402 Caribbean Intellectual Traditions

This course introduces students to the study of Caribbean

Intellectual Traditions through a charting of its intellectual history. It allows students to interrogate key theories employed in the examination of Caribbean culture, through the writings of cultural theorists, philosophers, social theorists, historians, political thinkers, poets and novelists. These intellectual traditions are critically assessed in order to illustrate how Caribbean thinkers ideas about their region and the world.

CLTR2405 Religion and Ritual in Contemporary Africa

This course is designed to introduce students to African religious practices. The purpose is to examine initiation rites, ceremonies and rituals that mark the social transformation of individuals within specific African societies. It further examines the ways in which religious practices serve to mediate the negotiations of traditional and contemporary African life. Case studies and films from different regions will anchor discussions of the cultural, socio-political, psychological, historical and economic dimensions of rituals and religious life in Africa.

CLTR2500 Introduction to Caribbean Cultural Studies

This course intends to introduce students to the main cultural practices in the Caribbean and to relate them to the study of culture in general and the Caribbean in particular. Students will be expected to analyse the impact of race, class and gender experiences in Caribbean cultural practices, and to interpret cultural expression in its broadest political sense. Students will also be expected to show familiarity with the leading intellectual interpretations of Caribbean culture.

LEVEL III

CLTR3100 Theorising Caribbean Culture

This course allows students to interrogate key theories employed, in the examination of Caribbean culture. Theorists such as Benitez Rojo, Edouard Glissant, Kamau Brathwaite, Eudine Barriteau, Rhoda Reddock, Shalani Puri, Rex Nettleford, Frantz Fanon and Maureen Warner-Lewis will be examined. Students will analyse the writings of cultural theorists, sociologists, historians, political scientist, poets, novelists, calypsonians, reggae and dancehall artists as they seek to understand how these individuals have defined the Caribbean and have helped to shape our understanding of Caribbean culture and identity.

CLTR3101 Race, Nationalism and Culture

This course examines the idea of race and nationalism from a cultural studies perspective. Critical attention will be given to the intersection between discourses of race and nationalism, and their linkages to global economic exploitation. The relationship between imperialism and understandings of cultural sovereignty fashioned by the anti-colonial intelligentsia is a key feature of the course. Close attention will be paid to the connection between the rise of both the modern state and the concept of race, as well as race as representation.

CLTR3102 Exhibiting Culture: Representation, Tourism and Heritage

This course examines processes and issues related to the public display of culture. It seeks to theorize the political economy of exhibiting and performing cultures across a range of diverse settings including: world fairs, museum venues, cultural festivals, art galleries, tourist floor shows, trade fairs, and theme parks. Topics will include the history of such displays and associated institutions, the relationship between these institutions and their communities, the differences among the distinct exhibitionary frames, the patterns of consumption and production, and the diverse communicative processes involved in interpreting and experiencing the display and performance of culture.

CLTR3103 Black Popular Culture

This course examines ideas, performances and depictions of black popular culture from the beginning of the twentieth century into the early twenty-first century. Special emphasis will be placed on analysing key events and movements in the history of African diaspora popular culture. Additionally, public and textual criticism, and audience reception of a variety of African diaspora images and representations in popular literature, music, film, television, and art will constitute the focus of the course.

CLTR3110 The Sacred Arts of the Black Atlantic

This course examines the aesthetics and performative dimensions of Black Atlantic sacred expressions. In its interdisciplinary treatment of the diverse African-derived ritual traditions of the Caribbean, Brazil and the Southern United States, emphasis is placed on the complex interplay of continuity and change in the forms, beliefs and iconography of syncretic performance-based religions.

CLTR3200 Brazilian Film

The aim of this course is to provide a thorough knowledge base of the Brazilian film production of the last decades, inserting and understanding it in a context where aspects of Brazilian History and Culture are considered at the same time. Topics will include a brief History of the Brazilian Film and an analysis of different tendencies in Brazilian cinema, dividing the selected films into thematic groups.

CO-CURRICULAR COURSES (COCR)

Students are asked to note that only three (3) credits of Co-Curricular courses will be counted towards their degree requirements.

LEVEL II/III

COCR2052 Using Photography to Document University Life (administered by the Faculty of Culture, Creative and Performing Arts)

This course presents opportunities for students to develop technical and artistic photographic skills outside of their declared majors. It helps build good citizenship skills and a greater appreciation of the activities and important moments of university and community life.

There are more COCR Courses available to you. For the full list, check the Office of Student Services at the following link

<https://www.cavehill.uwi.edu/studentservices/academic-support/co-curricular-credits.aspx>

DANCE (DANC)

LEVEL I

DANC1301 Introduction to Dance

This is a foundation course, which is designed to develop an awareness and appreciation of dance in its artistic, social and cultural contexts. The course introduces students to dance history, anatomy and composition. Students develop fundamental movement and dance skills as well as critical skills by viewing and experiencing dance

performance.

LEVEL II

DANC2301 Dance Technique - (6 credits)

Prerequisite: DANC1301

This is the first section of a two-semester course, which aims to develop the art and discipline of contemporary Caribbean dance through a focus on technical skills, expanded vocabulary and movement capability. It explores a Caribbean aesthetic through movement improvisation as performance technique and group composition. Students undergo systematic exercises, movement sequences and movement exploration with a view to developing their own artistic voice and engaging Caribbean expressive forms.

DANC2303 Modern Dance

Prerequisite: DANC2301

This course explores the aesthetics of modern dance through intensive studio experiences, viewing performances and study of dance history, theory and literature. It examines the philosophical background and assumptions that inform important contributions to the development of modern dance ideas in the 20th century as well as their articulation through dance.

LEVEL III

DANC3301 Choreography

Prerequisite: DANC2303

This is an advanced course which focuses on dance creation and expression. It allows students to explore the creative process and the aesthetics of dance. This course examines dance as aesthetic expression focusing on form, structure, space and rhythm in composition and choreography. It explores the creative process, dance making and the execution of choreographic elements. Students create solo and duet pieces and produce an original choreographic project.

DANC3302 Dance Education

Prerequisite: DANC2303

This is an advanced course, which explores the teaching of dance in schools and community settings in the Caribbean. It explores a wide range of skills used in dance teacher education. Students examine the literature, practice and pedagogical strategies of dance education in school and community settings, particularly as it relates to social and

cultural development of the Caribbean.

DANC3303 Dance Ensemble - (6 credits)

Prerequisite: DANC2303

This is a two-semester advanced course, which provides professional experiences as part of a performing dance ensemble of the EBCCI. It helps students build technical and performance skills through exposure to increasingly complex performance material under the supervision of faculty and guest choreographers in performing repertory works. Students expand their understanding of dance composition and identify individual areas of artistic interest with continued opportunities for creative development in production roles that include: stage management, lighting design, sound design and backstage crew.

FILM (FILM)

LEVEL I

FILM1000 Introduction to Film

This course provides an introduction to the cinema as an institution and film as an art. It focuses on the film as text and the practice of film-making, paying particular attention to elements of film form, cinematic expression, mise-en-scene, narrative structure and narration.

FILM1010 Cinematic Expression

Prerequisite: FILM1000

The course is an introduction to audio visual culture, exploring principles of design, elements of film art and photography, and how they construct meaning and convey emotion. It is designed to provide students with an understanding of film art as a product of society and as a mechanism for change. Students will be required to apply their knowledge to practical design projects. Basic photographic and film production skills will be developed.

LEVEL II

FILM2000 Caribbean Film

Prerequisite: FILM1000

The course will study seminal feature films and documentaries by such filmmakers as Perry Henzell, Humberto Solas, Euzhan Palcy, Felix de Rooy, Raoul Peck, as well as a number of new and young filmmakers, many working in video. The films will reflect the diversity of the

region and its diaspora, and will include films in French, Dutch, Spanish, English and Creole. The course will explore representations of race, culture and landscape, migration and nation, as well as the impact of history, economics and politics of the region on the development of Caribbean cinema.

FILM2010 History and Theory of Cinematic Forms

Prerequisite: FILM1000

This course introduces students to the major theories of film and their relationship to critical practice. It will provide students with knowledge of the history and theory of cinematic forms such as film and digital media in order to establish a critical and historical context for the study of film. The development of moving picture art is examined through lectures, readings and screenings of important works that will help students navigate a variety of important conceptual models and critical approaches to the study of film. Students will analyse film as an art form, a communications tool and an entertainment source.

FILM2103 Documentary

Prerequisite: FILM2115

This course has a dual purpose: first, to examine the theoretical, historical, ethical and aesthetic context of documentary practice; and second, to produce group documentary projects as a means of allowing students to explore personally the range of issues and challenges that documentary filmmakers face.

FILM2110 Production Tools

Prerequisite: FILM1000

This course builds on the knowledge gained in Introduction to Film. It introduces students to intermediate production skills, concepts, tools and techniques for film and digital video. It examines technical and aesthetic elements, proper use, professional practice and the logistics of the film shoot.

FILM2104 Production Management

Prerequisite: FILM2110

This course explores all aspects of the work of the producer from pre-production planning, through production and post-production. Students assume the role of a producer responsible for creating or acquiring a story idea and developing it through conceptualization, budgeting, treatment, proposal, funding, scheduling, outreach, marketing and distribution.

FILM2115 Cinematography

Prerequisite: FILM2110

This course examines the theoretical and practical work of the director of photography. Students learn about the raw materials of the photographic process, the proper operation of cameras, lights and ancillary equipment, field production techniques. They gain experience in lighting, filming and audio recording to create effective stories. The course expands on basic video and film lighting techniques, technical considerations and aesthetics of lighting.

FILM2801 Fundamentals of Story and Narration

Prerequisite: FILM1000 or THEA1000

This is an introductory course, which provides students with a comprehensive understanding of the nature of storytelling, story forms as well as the cultural function and significance of stories. The course focuses on how different cultures organize and narrate their stories, paying particular attention to story traditions in Caribbean culture. Students learn how to craft stories, analyse and critique story forms for use in contemporary performing and creative arts.

FILM2802 Writing for Stage and Screen

Prerequisite: FILM2801

This course examines fundamental elements of writing for stage and screen paying particular attention to dramatic structure, storytelling techniques, film language, genre, cinematic rendering character and thematic development as well as techniques for writing effective dialogue. Students analyse and discuss successful screenplay mechanics as well as write their own short plays.

LEVEL III

FILM3100 The Emergence of Cinema and the Rise of Nation

Prerequisites: FILM1000 and FILM1010

This course looks at the emergence of cinema up to the post-World War Two era. It foregrounds the debates about realism and fantasy, soviet cinema and its relationship to communist state and socialist realism. It will look specifically at the relationship between German Expressionism and the growth of fascism, the emergence

of neo-realism and the early period of Hollywood and its ideologies and its perpetuation of the star system. As an entry into European modernism, it will look at the importance of cinema in the shaping of European nationalisms.

FILM3102 Post-Production Editing and Sound

Prerequisite: FILM2115

This course examines the theoretical, technical and artistic aspects of editing digital video and audio. It emphasizes editing as an art and a vehicle for effective communication and development of story ideas. Students explore a variety of editing styles and techniques.

FILM3105 Directing

Prerequisite: FILM2115

This course examines the work of the director in film and digital media, focusing on the development of aesthetic values, cinematic languages and advanced interpretative cinematographic skills. It focuses on directorial decision-making, visual storytelling, plot development, scene continuity, dramatic interpretation and use of narrative structures. The course also explores the role of the director as a team leader in pre-production, production and post-production.

FILM3115 Digital Media Workshop - (6 credits)

Prerequisite: FILM2110

This course explores the use of computer-based tools in the design and authoring of stories using interactive digital media. Students learn visual and aural design principles, editing digital images, sounds, video, text and motion graphics.

FILM3801 Playwriting/Screenwriting

Prerequisite: FILM2801

This writing workshop explores longer narrative forms. It helps students improve their writing and develop more advanced skills through their own writing, reading the writing and criticism of colleagues under the guidance and mentorship of the workshop leader. The course goes through the actual step-by-step process of writing a play from initial story idea to first draft.

FOUNDATION COURSES (FOUN)

The Foundation Language courses are administered by the [Faculty of Humanities and Education](#).

FOUN0100 Fundamentals of Written English (0 Credits)

Preliminary Level - Semester I OR II

This course is required by all students entering the University who: were not exempted from the Proficiency Test; did not pass the test or did not take the test at all. The course is designed to: (1) develop the students' competence in academic writing; (2) equip them with the ability to evaluate oral and written rhetoric; and (3) develop skills in language usage required for university education and the workplace.

FOUN1006 Exposition for Academic Purposes

(This course is designed to: (1) equip students with the study and research skills they will need in order to get the maximum benefit from all their courses at the University; (2) familiarize them with the linguistic situation in the Caribbean and break down common misconceptions they usually have about it; (3) introduce students to the rhetorical modes of discourse; and (4) develop skill in critical thinking and reading.

FOUN1004 An Introduction to Argument

This course is designed to develop the critical and analytical skills of the student in the area of argument (emotional and logical).

FOUN1003 Introduction to creative Non- Fiction

This course introduces the skills required for writing about 'real life' creatively, and preparing scholarly, narrative research papers.

FOUN1101 Caribbean Civilization

Objectives: to develop an awareness of the main process of cultural development in Caribbean societies, highlighting the factors, the problematics and the creative output that have fed the emergence of Caribbean identities; to develop a perception of the Caribbean as wider than island nations or linguistic blocs; to stimulate students' interest in, and commitment to Caribbean civilization and to further their self-determination.

FOUN1201 Science, Medicine and Technology in Society.
Administered by the [Faculty of Science and Technology](#)

The overall aim of the course is to develop the ability of the student to engage in an informed manner in public discourse on matters pertaining to the impact of science, medicine and technology on society. The course will help students to appreciate the essential characteristics of the scientific method as a mode of enquiry into nature and to understand why it provides the foundations of the technological world.

FOUN1301 Law, Governance, Society and Economy in the Caribbean. Administered by the [Faculty of Social Sciences](#)

The course will introduce the student to a number of major social institutions in Caribbean society. It seeks to expose the student to the historical as well as contemporary aspects of Caribbean society, including legal, political and economic systems.

HISTORY, THEORY & CRITICISM (HUMN)

LEVEL I

HUMN1001 Critical Foundations in the Arts

This course introduces students to the arts as a mode of inquiry. It seeks to enrich the student's understanding of the arts and the experience of the arts. It uses an interdisciplinary approach, which provides the basic knowledge and skills necessary for advanced study in the arts. Students learn the vocabulary, terminology and methodology of the arts paying particular attention to issues of aesthetics in art criticism, history and theory.

LEVEL III

HUMN3001 Aesthetics, Theory and Criticism - (6 credits)

Prerequisite: FILM2010 or THEA2002

This is a two-semester course, which provides a theoretical and methodological context for advanced critical study and practice of the arts. Part one presents an introduction to primary issues of aesthetics and the philosophy of art and examines the critique of traditional aesthetics; part two focuses on the application of theory and methodology to criticism and interpretation of the arts. The course also examines central questions in Caribbean arts and aesthetics.

HUMN3900 Internship

Prerequisite: Permission of the Dean

This course is designed to provide practical on-the-job experiences in planning, production, operation, marketing and performance to complement in-class coursework.

HUMN3901 Capstone/Thesis Project - (6 credits)

This year-long course will involve the production of a strong, well-constructed, compelling work of art in film, theatre, writing and/or dance exhibiting the student's unique voice and style. Students are encouraged to coordinate their own creative teams and present a proposal for a creative project or research paper. Students who do a creative project will work in a variety of roles: one will be a major role and the other a minor role. The lecturer/coordinator must approve all roles and projects. The students will work under close supervision of an advisor and be expected to make class presentations as well as provide a journal of their activities. Students may also do a research paper of interest to the Culture, Creative and Performing Arts.

MUSIC (MUSC)

LEVEL I

MUSC1010 Introduction to Critical Listening

This course introduces students to elements of music, musical style and the major musical forms. It examines the structure and composition of music with an emphasis on learning to become an active listener. Students will become familiar with important musical terminology, forms and instruments in order to better understand, enjoy and talk critically about music.

MUSC1020 Caribbean Popular Music and Society

Prerequisite: MUSC1010

Popular music has a prominent place in Caribbean culture. Drawing on folk and traditional music it often provides socio- political commentary on Caribbean societies, and in many instances, is associated with distinctive dance styles. Through its focus on listening and analysis, this course provides an opportunity for students to explore Caribbean popular music and to understand its structures, particular eras and stylistic differences

LEVEL II

MUSC2000 General Musicianship

Prerequisite: MUSC1020

This course introduces students to the fundamentals of basic musicianship and focuses on aural training, sight-reading and music theory while exploring the melodic, rhythmic and harmonic materials of Caribbean music.

MUSC2400 Knowing Popular Music through Performance (6 credits)

This year long course is based on the premise that the performance of popular genres is a necessary skill for any musician operating in the Caribbean or world music fields. How these genres are constructed and presented is required knowledge for all musicians whether their focus is performance or education. This knowledge is best acquired through individual performance in an ensemble context as the popular music is grounded in live group playing.

MUSC2100 Composing in Caribbean Popular Genres

This course seeks to develop skills and interest in composing. It also aims to foster an experience of the process of composing and thereby allows students to personally contribute to the development of Caribbean popular music as composers/performers and as an informed audience.

LEVEL III

MUSC3000 The Music Industry

A knowledge of how the music industry works is indispensable for all musicians. The modern musician is as much involved in the business world as he is in the artistic world. This course provides an overview of the music industry and includes topics such as copyright and intellectual law and its application to Caribbean societies, taxation as it relates to cultural industries, legal and financial requirements of show promotion, and marketing and the media.

THEATRE (THEA)

LEVEL I

THEA1000 Introduction to Theatre

This course focuses on the theatre as artistic expression. It is designed to develop a working vocabulary, awareness and appreciation of theatre in its artistic, social, and historical contexts. Students explore the theory and practice of forms of theatre in a variety of cultural settings.

LEVEL II

THEA2002 History and Theory of Performing Arts

Prerequisite: THEA1000 or DANC1301

This course examines the ways performance has been conceived and expressed in selected historical periods, various art forms and across cultures. It also introduces students to the theories and practices of the performing arts.

THEA2203 Production and Stagecraft

Prerequisite: THEA1000 or DANC1301 or FILM1000

This course provides intensive practical work in a professional theatrical environment, which requires the integration of dramatic concepts, performance and production. In addition to theatre applications, it examines technical production for digital video. The course seeks to enhance students' command of production and theatrical craft skills, design principles, flat construction, platform construction, scenic painting, rigging, mask making and lighting technology.

THEA2210 Acting for Stage and Screen - (6 credits)

Prerequisite: THEA1000 or DANC1301 or FILM1000

This course examines the theory and practice of acting. It explores fundamental principles and techniques of acting through the use of theatre games, exercises, and character/script analysis; analysis of the physical, vocal, emotional, technical preparation and research required for dramatic performance; examination of basic theatre terminology and protocol; the importance of the script and the actor's relationship with an audience. Students learn the discipline of acting through physical, vocal, and improvisational exercises.

LEVEL III

THEA3202 Directing Performance

Prerequisite: THEA2210 or FILM2110

This course provides an introduction to the art of directing for the stage. Through lectures and seminars, students will learn about the elements of direction, including play selection, text analysis, venue selection, casting the play, overseeing the rehearsal process, collaborating with the design team and technical crew, and developing a working knowledge of the economics of live theatre production. Students do a stage production at the end of semester 1 and act in a short film at the end of semester 2.

THEA3206 Musical Theatre

Prerequisite: THEA2210 or DANC2301

This course expands the student's range of theatrical expression and develops skills useful to Caribbean tourism and cultural industries. It explores the theory, technique and forms of musical theatre. It provides students with practical applications of dramatic, musical and choreographic elements used in musical theatre. Students prepare and present selected songs and scenes as they develop audition techniques.

THEA3210 Theatre Ensemble - (6 credits)

Prerequisite: THEA2203 or THEA2210

This is a two-semester advanced course, which provides professional experiences as part of a theatre ensemble of the Errol Barrow Centre for Creative Imagination. It helps students build technical and performance skills through exposure to increasingly complex performance material under the supervision of faculty and guest playwrights, producers and directors.

OUT-OF-FACULTY COURSES

For courses NOT offered within the Faculty of Culture, Creative and Performing Arts, students should consult the [Handbook of the relevant Faculty](#) or visit the [CHOL](#) course catalogue.

OTHER FACULTY HANDBOOKS

<https://www.cavehill.uwi.edu//chol/document-library.aspx>



FREQUENTLY ASKED QUESTIONS

The following are some of the common questions related to your degree programme. If your questions are not answered here, please contact us at the Faculty Office.

ACADEMIC GUIDANCE

Q. Who is my Academic Advisor?

The Academic Advisor is there to offer guidance in relation to your academic career at UWI. Each student is assigned an Academic Advisor from a faculty member within their discipline at the start of their degree. It is expected that you meet at least once per semester. The name of your Academic Advisor is posted on your CHOL account or you may check with the Faculty Office.

Q. How best can I track my courses?

Log into your CHOL account and select degree evaluation. To manually track your courses, the Registration Aide is available in the Document Library on our Faculty website.

REGISTRATION

Q. What do the English Language Proficiency Test (ELPT) results mean?

A pass in (or exemption from) the ELPT means that you may register for the required English Language Foundation courses i.e. FOUN1003, FOUN1004, FOUN1006. If you have failed the ELPT, you must register for and pass the course FOUN0100 Fundamentals of Written English BEFORE registering for any of the English Language Foundation courses. There is a fee attached to taking FOUN0100.

Q. How do I know what courses to register for?

You should refer to the Faculty Handbook which outlines the requirements for your programme.

Q. How do I register for my courses?

To add your semester courses, you log on to your Cave Hill Online Student Information System (CHOL) account at www.cavehill.uwi.edu/chol

Q. How many courses should I register for in each semester?

FULL-TIME students may register for ten (10) courses per academic year (Aug-May) i.e. 5 courses in semester I and 5 courses in semester II. Please note that students who are in full-time employment are not permitted to register full-time.

PART-TIME students register for five (5) courses per academic year (Aug-May) i.e. 3 courses in semester I and 2 courses in semester II OR vice versa. Note that part-time students who possess one 'A' level or CAPE pass may register for 6 courses in the academic year, i.e. 3 in semester I and 3 in semester II. Level I of your Programme will extend over a period of four semesters or two academic years.

Please note that registration is done on a semester by semester basis. Therefore, you can only register for semester I courses in August/September and semester II courses in January/February.

Q. Do I register Full-Time or Part-Time?

At UWI, full-time and part-time refer to the number of courses you are registered for and not the time of day the courses are offered. In other words, full-time students can expect to attend classes anywhere between 8.00 a.m. and 9.00 p.m.

Full-time status: To enter the full-time Programme, your letter of offer to UWI should indicate acceptance into the 3-year programme (full matriculation). Note that students eligible to study full-time, have the option to register part-time and can change to a full-time registration in a subsequent semester if they so desire.

Part-time status: To enter the part-time Programme, your letter of offer should indicate acceptance into the 4-year programme (lower level matriculation). Students with lower level matriculation are not permitted to register full time until they have successfully completed 24 credits.

Q. I was accepted into a four-year programme. Can I switch to full-time studies?

A four-year programme indicates that you are accepted for part-time studies. You may switch to full-time studies only after successfully completing 24 credits of courses at level I.

Q. I was accepted into a three-year (full-time) programme. Can I switch to part-time studies?

Yes, full-time students may opt to register part time i.e. 5-6 courses in the academic year.

Q. How is my Programme structured?

To be awarded the Bachelor's degree, you need to complete 90 credits (approximately 30 courses) over the length of your programme (3-4 years). Each degree programme is divided into three Levels - Level I, Level II and Level III.

At each Level, you are required to complete 10 courses (30 credits), each worth 3 credits unless otherwise stated. Courses worth 6 credits are the equivalent of 2 courses.

The Programme is broken down into three parts: i.e. Major Requirements, Faculty Requirements, Electives

Q. How do I interpret the course code?

Each course is assigned an alphanumeric code. The first four letters of the code indicate the subject area e.g. DANC is a dance course. This is followed by four digits. The first number indicates the level: 1 for level one, 2 for level two and 3 for level three. For example: DANC1301 - Level I Dance course; FILM2801 - Level II Film course; THEA3001 - Level III Theatre course.

Q. Do I need to take a Foreign Language?

Yes, if you do NOT possess a CXC General level pass at grades I, II or III (Grade III from 1998) or equivalent in a foreign language, then you MUST complete ONE of the following to satisfy the Faculty's foreign language requirement:

- (1) FREN0101 Beginners' French OR
- (2) SPAN0101 Beginners' Spanish OR
- (3) PORT1001 Portuguese Language 1A OR
- (4) CHIN1001 Beginners' Chinese

Q. What if I already have a Foreign Language?

If you already have the foreign language qualification, you should take a level I humanities elective to obtain the three credits.

Q. What out-of-Faculty Foundation courses are students of the Faculty required to do?

FCCPA students are required to do the following two out-of-Faculty foundation courses:

- FOUN1201 Science, Medicine and Technology in Society
- FOUN1301 Law, Governance, Economy & Society

These courses are level 1 but fit within your level II structure.

Q. Do I have to do courses outside my Faculty?

No. You have the option of taking out-of-faculty electives at any level where your programme permits. Note that permission is sometimes required from the Faculty offering the course.

Q. Can I get special permission to do extra courses?

Yes. Students who are in their final year of study (that is, they will complete at the end of the second semester), with the permission of the Dean, can be allowed to add up to 6 extra credits per semester.

Q. Can I register for Co-Curricular Credits?

Yes. Co-curricular courses are offered through the Office of Students Services. Co-curricular credits are done at Levels II or III and only 3 credits of co-curricular courses will be counted towards the degree requirements. The grading for co-curricular credits is pass or fail.

Q. Where do I receive approval for over-rides for course registration errors?

The Department responsible for the course as well as the Faculty Office processes over-rides for prerequisite errors, course clashes, and full classes. If a student wishes to exceed the maximum credit hours, they should contact the Faculty Office.

Q. How many courses am I permitted to do during the Summer School?

Students are allowed to do a maximum of **three** 3-credit courses during the summer.

ACADEMIC STATUS

Q. There is a “warning” status on my on-line student record. What does this mean?

A “warning” status reflects poor academic performance (i.e. the receipt of a term GPA of 1.99 or less). This should be taken seriously and the student should seek counsel from his/her academic advisor. If such poor performance is maintained by a student for the following semester, the student will be asked to withdraw from the UWI.

Q. I was asked to withdraw as a result of unsatisfactory performance, how soon will I be allowed to resume my studies?

No sooner than one (1) year after the date of withdrawal. A student who has been required to withdraw may request a meeting with the Dean, who may decide to waive the requirement.

Q. How do I go about applying for Leave of Absence?

A student who for good reason wishes to be absent from an academic programme for a semester or an academic year must apply for formal Leave of Absence through the Dean’s Office. The leave of absence request form may be downloaded from the Faculty website.

Leave of Absence may be granted for one semester or for an academic year. Leave of Absence, however, will not be granted for more than two consecutive academic years, or in the first year of the programme. A student who wishes to deregister from all courses in the first year of their programme must request deferral until either the next semester or the next academic year.

Q. Is there a deadline for making a Leave of Absence application?

Yes. Applications for leave of absence must be made no later than final date of the official registration period of the relevant semester.

MAKING CHANGES TO YOUR PROGRAMME

Q. How do I change to another major in my Faculty?

This request has to be made by downloading the Change of Option form from the Document Library on the Faculty’s

website <http://www.cavehill.uwi.edu/fccpa>. The completed form should be submitted to the Dean's Office for processing. The request should be submitted no earlier than the start of your second academic year.

Q. Can I add a Minor to my programme?

You may apply to add a minor to your programme by completing and submitting the Change of Option form to the Dean's Office. You may also apply to add one minor from another Faculty but this will also require permission of the relevant Dean. Kindly note that Minors are not usually permitted when pursuing a Special.

Q. When do I declare my minor?

A. Students must declare their minor on entry to level two and no later than the end of the semester I registration period at the beginning of their final full academic year at UWI.

Q. If I pursue 15 credits in any discipline area would I automatically be awarded a minor in that area?

No. You must formally declare the minor by completing a Change of Option form and submitting to the Dean's Office. You should also check the relevant Faculty Handbook for the courses required for that Minor. The Change must be submitted no later than the first week of September in your final academic year.

Q. How do I transfer to another Faculty?

All students wishing to transfer to another faculty must apply to the programme of their choice. The [application form](#) is available on the [Student Affairs website](#) and should be completed in triplicate.

Q. Can I complete part of my programme at another University?

Yes, students of the Faculty have the option of pursuing courses at another university under the Student Exchange programme. Please visit the Student Enrolment and Retention Unit (SERU) to learn more about the [Study Abroad/Student Exchange programme](#).

EXAMINATIONS

Q. I missed an exam. What should I do?

If you missed an exam, you can retake it at the next available sitting. You should re-register for the course at the next offering. Kindly note that this will be recorded as a fail and will impact your GPA. If you missed an examination for medical reasons, you should visit the Student Health Clinic.

Q. I am ill and unable to attend class or write an exam. What should I do?

If you are suffering an illness that precludes you attending class, submitting your coursework assignments on time or from taking final examinations, a medical is required from the Student Health Clinic. All registered students should register with the Clinic in order to access the services available.

Q. Where can I apply for a review of my examination script?

A student who is dissatisfied with their examinations results may request a review of the results within the time period prescribed by the Examinations Section. Students who failed their examination may apply for a **consultation** (where they go through the script with the lecturer). Additionally, any student can apply for a **remark** of his/her examination script. In the case of a remark, the grade may be changed in any direction. There is a stipulated time-frame published by the Examinations Section for requesting a review. Note that there is an administrative fee for the remark only.

Q. How do I apply to do a course by 'Exams only'?

A final year student can request permission from the Examinations Section, through the Dean to register for one or two courses by 'exams only'. Exams Only permits the student to complete the course without attending instructional sessions and without submitting coursework. To be eligible, the student should have been previously registered, attended classes

and completed all course work for the said course. Exams Only may be granted in cases where students were unable to complete the exam on medical grounds or under exceptional circumstances. Exams Only will not be granted for a first time course attempt.

Q. Can I carry forward coursework marks for a failed/incomplete course?

Where for medical reasons (certified by the Student Health Clinic), a student has failed a course, or not written the final examination, permission may be sought from the Dean to carry forward their coursework marks obtained in the respective course, where the course is repeated within one academic year.

If your questions were not answered here, just contact us at the Faculty Office.

Tel: (246) 417-4776 Email: fccpa@cavehill.uwi.edu

Office Hours: Monday – Friday, 9.00 a.m.-5.00 p.m.



CONNECT WITH US

USEFUL LINKS

These links presented here connect you to UWI offices, services and online documents.

CAVE HILL ONLINE (CHOL) STUDENT INFORMATION SYSTEM

Register for courses; view course catalogue; timetable; access grades, personal information, official information, and handbooks; notices on academic matters; examinations schedule etc.
<http://www.cavehill.uwi.edu/chol>

MYCAVEHILL E-LEARNING

<https://myelearning.cavehill.uwi.edu/login/index.php>

STUDENT AFFAIRS:

- ADMISSIONS OFFICE—<https://www.cavehill.uwi.edu/admissions/undergraduate-home.aspx>
- EXAMINATIONS OFFICE—<https://www.cavehill.uwi.edu/chol/examinations.aspx>

LIBRARY:

SIDNEY MARTIN LIBRARY—<https://www.cavehill.uwi.edu/mainlibrary/home.aspx>
LIBRARY CATALOGUE - http://cavehillpac.cavehill.uwi.edu/F/MHBMGK63STG8ABX8KYHSPA3IM63N52XGUS1RHM3FUR6M3YFJJS-04022?RN=607381879&pds_handle=GUEST

FINANCING:

The Bursary—<https://www.cavehill.uwi.edu/administration/bursary.aspx>
Pay Fees Online—https://secure.touchnet.net/C24201_tsa/web/login.jsp
Fees and Financial Aid—<https://www.cavehill.uwi.edu/financial-aid/home.aspx>

ONLINE DOCUMENT LIBRARIES

Faculty Handbooks—<https://www.cavehill.uwi.edu/chol/document-library.aspx>.

- Examinations Documents—<https://www.cavehill.uwi.edu/administration/examinations.aspx>
- Medical Certificate/Report—https://www.cavehill.uwi.edu/chol/examinations/examinations-documents/medical_health_form.aspx
- Status Letter Request—<https://www.cavehill.uwi.edu/chol/forms/status-letter-request.aspx>
- Transcript Request —<https://www.cavehill.uwi.edu//chol/examinations/request-transcript.aspx>
- Transfer Application— <https://www.cavehill.uwi.edu//admissions/transfer-students.aspx>

POLICY DOCUMENTS:

- UWI Code of Principles and Responsibilities—
<https://www.cavehill.uwi.edu/chol/documents/other-documents/uwi-code-of-principles-and-responsibilities.aspx>
- Student Charter—<https://www.cavehill.uwi.edu//resources/documents/student-charter.pdf>



**Consider applying for one of
our graduate programmes
on completion of your
first degree!**

**Our programmes will
broaden your knowledge
and skills and build on
your undergraduate degree**

**PROGRAMMES
OFFERED:**

**MA CREATIVE ARTS
GRADUATE
DIPLOMA IN
CULTURAL STUDIES
MA, MPhil, & PHD
CULTURAL
STUDIES**

Find out more at

<https://www.cavehill.uwi.edu/gradstudies/home.aspx>

Or contact the School for Graduate Studies and Research
Tel: (246) 417-4910 **Email:** gradstudies@cavehill.uwi.edu



THE UNIVERSITY OF THE WEST INDIES
CAVE HILL CAMPUS, BARBADOS
FACULTY OF CULTURE, CREATIVE AND PERFORMING ARTS

OFFICE HOURS

Monday-Friday 8.30 AM—4.30 PM

CONTACT US

DEAN'S OFFICE

TEL: (246) 417-4776

E-MAIL: FCCPA@CAVEHILL.UWI.EDU

DEPARTMENT OF CULTURAL STUDIES

TEL: (246) 417-7635

E-MAIL: CULTURALSTUDIES@CAVEHILL.UWI.EDU

ERROL BARROW CENTRE FOR CREATIVE IMAGINATION

TEL: (246) 417-4776

E-MAIL: FCCPA@CAVEHILL.UWI.EDU (ACADEMIC PROGRAMMES)

EBCCI@CAVEHILL.UWI.EDU (FACILITIES)



CONNECT WITH US

UNDERGRADUATE