



THE UNIVERSITY OF THE WEST INDIES  
CAVE HILL CAMPUS

FACULTY OF LAW  
UNDERGRADUATE HANDBOOK  
2022-2023

<http://www.cavehill.uwi.edu/law/home.aspx>

Last Updated: August 29, 2022

This booklet gives information on Courses offered in the Faculty of Law at the Cave Hill Campus of The University of the West Indies (Barbados). For courses offered at the other Campuses, please see Faculty booklets for the Mona (Jamaica) and St. Augustine (Trinidad & Tobago) Campuses.

Students should consult the Dean's office where clarification is required. These regulations govern the programmes of study for all students entering in 2022/23. Students who started programmes in previous years are governed by the regulations in force in their year of entry which can be found online at [www.cavehill.uwi.edu/law](http://www.cavehill.uwi.edu/law)

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 publication. Subsequent publications may therefore reflect updated information.

---

## THE MISSION AND VISION AND CORE VALUES OF THE UNIVERSITY OF THE WEST INDIES

### Mission

To create knowledge, foster innovation and advance education for the progressive transformation of Caribbean peoples.

### Vision

To be an excellent global university within the Caribbean world.

### 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 practises 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.



Application Procedure .....	18
Applicants from the Commonwealth Caribbean (Except Guyana) .....	18
Students from Non-Contributing Countries .....	18
International Students .....	18
Admissions Procedure .....	18
Direct Entry to Part II.....	19
Exemptions from Foundation Courses .....	19
LECTURES AND TUTORIALS.....	19
Casebook Method.....	19
Course Descriptions .....	19
Book Lists 20	
FACULTY ADVISERS .....	20
FACULTY COMMUNICATIONS.....	20
REGULATIONS .....	20
EXAMINATIONS .....	20
LEAVE OF ABSENCE.....	20
SUPPLEMENTAL EXAMINATIONS.....	20
Nature of Supplemental Exams .....	20
Faculty's Policy .....	20
ACADEMIC FORGIVENESS POLICY.....	21
PROFESSIONAL TRAINING.....	24
REGULATIONS FOR THE DEGREE OF BACHELOR OF LAWS (LLB, FULL TIME).....	25
QUALIFICATIONS FOR ADMISSION .....	25
DIRECT ENTRY TO PART II .....	25
COURSE EXEMPTIONS.....	25
LEAVE OF ABSENCE .....	25
COURSE REQUIREMENTS FOR THE LLB .....	26
ACADEMIC PROGRAMME.....	26
FULL TIME REGISTRATION .....	26
COURSE OF STUDY .....	26
EXEMPTIONS.....	28
<i>Foundation English Course</i> .....	28
<i>Other Non-Law Courses</i> .....	29
DEFINITIONS FOR PURPOSES OF EXEMPTIONS.....	29
COURSE OF STUDY FOR DIRECT ENTRY .....	29
STUDENTS WHO READ LAW COURSES WHILE NOT LLB STUDENTS .....	30
STUDENTS RE-ADMITTED TO THE FACULTY .....	30
SCHEME OF EXAMINATIONS .....	30
PART I EXAMINATIONS .....	31
PART II EXAMINATIONS .....	31
PART III EXAMINATIONS .....	32
REGULATIONS TO ENABLE THE HOLDING OF SUPPLEMENTAL EXAMINATIONS IN PART III OF THE LLB DEGREE PROGRAMME.....	32
GENERAL 33	
REGULATIONS GOVERNING COURSEWORK TAKEN AS PART OF A COURSE .....	33
COURSES EXAMINED ONLY BY COURSEWORK.....	34

ENTRY TO EXAMINATIONS.....	34
AWARD OF DEGREE .....	34
AEGROTAT DEGREE.....	37
STUDENTS PURSUING CO-CURRICULAR COURSES FOR CREDIT .....	37
PLAGIARISM DECLARATION .....	38
APPLICATION OF REGULATIONS .....	38
GRADE POINT AVERAGE REGULATIONS .....	39
UNIVERSITY REGULATIONS ON PLAGIARISM (FIRST DEGREES, DIPLOMAS AND CERTIFICATES)....	44
Application of these Regulations: .....	44
Definition of plagiarism.....	44
Other definitions .....	44
Evidence of plagiarism .....	45
Student Statement on Plagiarism .....	45
Electronic vetting for plagiarism .....	45
Level 1 plagiarism.....	45
Level 2 plagiarism.....	45
Clearance on a charge of Level 2 plagiarism.....	46
Level 2 plagiarism: Appeal to the Senate.....	46
Delegation by Dean or Head of Department.....	46
Conflict of interest disqualification.....	47
SCHOLARSHIPS AND PRIZES.....	48
Scholarships .....	48
<i>The Joy and Anthony J. Bland Bursary</i> .....	48
<i>The Patterson Cheltenham Q.C. Scholarship</i> .....	49
<i>The Sir Richard Cheltenham Q.C. Scholarship</i> .....	50
<i>The Olton Springer Scholarship</i> .....	51
<i>The Telford Georges Memorial Scholarship</i> .....	52
<i>David Nathaniel King Memorial Scholarship Regulations</i> .....	52
Prizes     53	
Dean's List .....	53
THE LAW LIBRARY .....	54
Library Hours.....	54
About The Law Library .....	55
Library Security.....	55
Conduct in the Library.....	56
Handling of Library Books & Materials .....	56
Closing Time .....	56
Library Membership and Book Loan Eligibility .....	56

## INTRODUCTION

The Faculty of Law was established at the University of the West Indies in 1970 with headquarters at the Cave Hill Campus. Its primary objective is to provide the academic qualification which will lead to the practice of law in the Commonwealth Caribbean. However, the traditional legal skills learnt in the course of the LLB Degree, including concise oral argument, systematic presentation of essential issues, clarity and precision of written opinions and detached and balanced judgment are also useful and reliable skills for many other professions, such as the civil and police service, accountancy, banking and commerce. We encourage our students to think of a variety of career paths and to pursue all of their options.

The Faculty of Law offers both undergraduate and postgraduate programmes. At present the undergraduate programme is offered only to students from, or nationalities of, territories which contribute to the Faculty. Students from other jurisdictions should query the Admissions department of the Registry regarding their eligibility for entry.

The full time LLB programme is divided into three parts, spanning a period of three years, and is offered at the Cave Hill Campus.

A student is generally required to complete each part successfully before being allowed to enrol for the part following. However, very limited trailing of courses is permitted into parts II and III of the programme.

The degree offered by the Faculty of Law is the LLB which may be awarded in the following categories:

- First Class Honours
- Upper Second Class Honours
- Lower Second Class Honours
- Pass

Graduate studies in the Faculty may lead to the Graduate Diploma, the LL.M., M.Phil. and Ph.D. The LL.M. is awarded primarily on the basis of coursework. The M.Phil. and Ph.D. by research are available to suitably qualified candidates.

Full details on the Faculty's graduate programmes are contained in the Faculty's Graduate Information Guide, the Faculty Office or the website of the School for Graduate Studies and Research <http://www.cavehill.uwi.edu/gradstudies/home.aspx>

## DEAN'S MESSAGE

Your decision to study law is the first step of the journey of inquiry into legal matrix that undergirds all aspects of Caribbean society. At the Faculty of Law at Cave Hill, we will provide you with an intellectually stimulating environment within which to excel. Our academics are among the best in their fields with leading monographs and textbooks on diverse areas of Caribbean law. The skills you will develop during your stay with us will enrich your lives and prepare you for a career not only in the legal profession, but in business, finance, journalism, and many others.

We teach law at Cave Hill within the context of the Caribbean society in which we live. This is reflected in the teaching by members of the Faculty of Law, many of whom are trained in the West Indian legal tradition, and by our emphasis on using Caribbean case law and materials in our teaching. The Faculty of Law Library, where these rich legal resources are housed, is second to none in the entire Commonwealth Caribbean. The research of the members of the Faculty of Law seek to explore and find solutions to the legal problems that confront our Caribbean society. You will be exposed to these issues among many others during your Lectures and Tutorials.

The Faculty of Law at Cave Hill, the oldest Faculty of Law at the University of the West Indies, modelled on the Faculties of Law of great English Universities, uses the tutorial system as one of the foundational pillars on which our legal education is grounded. This method of teaching will develop and strengthen your communication, analytical, research and writing skills. You will be encouraged to engage in stimulating debates with your lecturers and tutors, not only on the current state of the law but the way in which the law should develop to better our Caribbean society. As you will come to appreciate, law should, and must be an agent of social change and we will, through our teaching and course offerings, facilitate this appreciation.

It is not surprising therefore that those skills developed and nurtured at the Faculty of Law at Cave Hill have created a cadre of distinguished alumni whose influence in the Caribbean, the region and the world is unmatched. One does not need to look far to see the direct influence of the Faculty of Law in politics across the Caribbean region given the significant number of Prime Ministers and Presidents it has produced. Similarly, many of our alumni hold prominent positions in the justice system such as Chief Justices, Chancellors, Attorneys General, and Ministers of Justice. In the business and finance arenas too, you see former graduates of the Faculty of Law. Our graduates are everywhere and so will you, equipped with the skills harnessed at the Faculty of Law to allow you to thrive in any environment, be it legal practice (private and public), business, finance, accounting, journalism, politics, and management, to name a few.

Your journey with us no doubt will prepare you for the world you will encounter when you leave Cave Hill. We provide you with a comprehensive range of courses within a stimulating environment where the finer traditions of the legal profession will be harnessed. We encourage you to make the most of that experience during your time with us by participating in the activities of the student's Law Society, mooted competitions, mentorship activities, internships, sporting competitions, island associations among many others. Your experience at Cave Hill will be a dynamic and rewarding one.

Not only are our graduates penetrating most areas of endeavor in our Caribbean society and elsewhere, but they also hail from across the countries and territories served by The University of the West Indies. We boast not only of a diverse and strong team of academic staff at the Faculty of Law, but our student body is perhaps the most diverse across the Faculties of Law in The University of the West Indies and located on the most diverse Campus at the University of the West Indies. This experience, the true "UWI" experience, assists in encouraging and fostering integration among our people.

We welcome you and thank you for choosing Cave Hill Law where excellence in legal education and research continues to burn bright.

Professor Eddy D. Ventose  
Dean, Faculty of Law  
August 2022

**ACADEMIC CALENDAR 2022/2023****Graduation Dates**

Sunday, October 10, 2022	Five Islands
Saturday, October 16, 2022	Open Campus
Saturday, October 23, 2022	Cave Hill
Thursday, October 28–Saturday 30, 2022	St Augustine
Saturday, November 04–Sunday 02, 2022	Mona

**Semester I Dates 2022/2023**

Semester I <i>begins</i>	Sunday, August 29, 2022
Teaching <i>begins</i>	Monday, September 06, 2022
Teaching <i>ends</i>	Friday, November 26, 2022
Review Week	Sunday, November 28 – Saturday December 04, 2022
Examinations	Monday, December 06 – Wednesday, December 22, 2022
Semester I <i>ends</i>	Wednesday, December 22, 2022

**Semester II Dates 2022/2023**

Semester II <i>begins</i>	Sunday, January 16, 2023
Teaching <i>begins</i>	Monday, January 17, 2023
Teaching <i>ends</i>	Friday, April 15, 2023
Review Week	Sunday, April 17, 2023 – Tuesday, April 26, 2023
Examinations	Wednesday, April 27, 2023 – Friday, May 13, 2023
Semester II <i>ends</i>	Friday, May 13, 2023

**University Meetings**

Cross Campus Meetings at Cave Hill, October 11–14, 2022

Finance and General Purposes Committee, Wednesday October 27, 2022

Cross Campus Meetings at Mona, February 07–11, 2023

Cross Campus Meetings at St. Augustine, May 16–20, 2023

Annual Business Meeting of Council, Friday April 29, 2023

**STAFF LIST 2022/2023****Faculty of Law Officers – Dean and Deputy Deans**

Dean and Professor of Law	Ventose, Eddy D. LLB (UWI), LLM Cantab., DPhil Oxon; Leg Ed Cert Attorney-at-Law and Solicitor (England and Wales)
Deputy Dean (Academic and Student Affairs)	Matthews, Janeille BA Villanova; MPA & JD Harvard; MPhil & PhD LSE; Leg Ed Cert Attorney-at-Law
Deputy Dean (Graduate Studies and Research)	Hippolyte, Antonius LLB, LLM & PhD Hull; PG Dip Leg Research Hull; EMBA Univ S Wales; MCI Arb

**Academic Staff**

Professor of International and European Union Law	Kaczorowska-Ireland, Alina BCL Univ Poznan; DEA & PhD Univ Nie Barrister (France)
Professor of International Law and Regional Integration Law	Berry, David S BA Toronto; LLB UBC; LLM Queens; PhD Edin; Leg Ed Cert; FCI Arb Barrister & Attorney-at-Law
Senior Lecturer	Ostroukh, Asya LLB & LLM Kuban State Univ (Russia); PhD Inst State and Law, Russian Academy of Sciences; Docent; PhD Edin
Lecturer	Ali, Carla LLB LLM UWI; Leg Ed Cert Attorney at Law
Lecturer	Babb-Schaefer, Corlita LLB UWI; LLM PhD Cantab; Leg Ed Cert Attorney at Law and Solicitor (England and Wales)
Lecturer	Burke, Erskine LLB LLM UWI; Leg Ed Cert Attorney at Law
Lecturer	Foster, Nicole LLB UWI; LLM Cantab; LLM WCL; Leg Ed Cert Attorney-at-Law
Lecturer	James, Westmin LLB UWI; LLM Cantab; Leg Ed Cert Attorney-at-Law
Lecturer	Lancaster, Alana BSc LLB & PG Dip Dev Studies UG; M Nat Res Management UNPHU; LLM Dalhousie

Lecturer

Yearwood, Ronnie  
BSc & LPC College of Law Moorgate; GDL BPP Univ Law School; LLM &  
PhD Newcastle  
Attorney-at-law and Solicitor (England and Wales)

**Faculty Office Staff**

Administrative Assistant (Projects)	Payne, Lorna BSc & MSc (UWI)
Administrative Assistant (Law)	Primus, Karen BSc (UWI)
Stenographer/Clerk	McDonald, Destinee
Stenographer/Clerk	Philips, Justin
Stenographer/Clerk	Wood, Shamelia
Office Assistant	Mapp, Beal
Office Attendant	Clarke, Donna
Office Attendant	Hinds, Joycelyn

**Law Library**

Officer in Charge, Law Library	Browne, Junior Cert IT, BSc & LLB (Hons) UWI; MA Lib & Info Sci (USF);
Librarian & Head, Technical Services Division	Webster, Waveney BSc & MSc (ILS) (Aberyswyth)
Librarian & Head, Public Services Division	Greene, Sheldine BSc & MSc (ILS) (RGU)
Administrative Assistant (Administration & Projects)	Knight, Erene
Stenographer/Clerk	Gilkes, Leeandra BSc (Hons) (UWI)
Library Clerk	Clarke, Stephanie
Library Clerk	Craig, Larry BA (Hons) (UWI)
Library Clerk	Griffith, Michael
Library Clerk	Lovell, Janice
Library Clerk	Millington, Phonseal
Library Clerk	Roach, Joy-Ann
Library Clerk	Waithe, Henderson
Office Assistant	Jones, Terry



**PRINCIPAL OFFICERS OF THE UNIVERSITY OF THE WEST INDIES**

<b>Visitor</b>	The Hon Mr Justice Fitzherbert Rolston Nelson retired JCCJ, MA Oxon; LLM Lond
<b>Chancellor</b>	Mr. Robert Bermudez
<b>Vice-Chancellor</b>	Professor Sir Hilary Beckles KA, BA, PhD Hull, Hon DLitt Brock, Hon DLitt Hull, Hon DLitt Glasgow, Hon DLitt KNUST, Hon DHL University of the Virgin Islands
<b>Chairpersons, Campus Councils</b>	
<b>Cave Hill</b>	Sir Paul Bernard Altman KA, GCM, BCH, JP, BBA Mia, Hon LLD UWI
<b>Five Islands</b>	Mr. Aziz Fares Hadeed CBE
<b>Mona</b>	The Hon. Earl Jarrett OJ, CD, JP, Hon LLD UWI, FCA, MSc UW
<b>St. Augustine</b>	Ms. Sharon Christopher LLB UWI, LLM London, LEC, Acc. Dir
<b>Open Campus</b>	Her Excellency Dr. June Soomer BA, PhD UWI
<b>Pro-Vice Chancellors &amp; Campus Principals</b>	
<b>Cave Hill</b>	Professor R. Clive Landis BSc Birmingham, MSc Loyola, PhD Loyola
<b>Five Islands Campus</b>	Professor Densil Williams BSc, MSc UWI, PhD Manchester
<b>Mona</b>	Professor Dale Webber BSc, MSc, PhD, UWI
<b>Open Campus (ag.)</b>	Dr Francis Severin BA, MSc, PhD UWI
<b>St. Augustine</b>	Professor Brian Copeland BSc UWI, MSc Toronto, PhD Southern Cal
<b>Pro-Vice Chancellors</b>	
<b>Board for Graduate Studies &amp; Research</b>	Professor Rose-Marie Belle Antoine LLB UWI, LLM Cambridge, DPhil Oxon, Attorney-at-Law
<b>Board for Undergraduate Studies</b>	Professor C. Justin Robinson BSc UWI, MSc FIU, PhD U of Manchester

**Global Affairs (Interim)**

Dr Stacy Richards-Kennedy  
 BA UWI, PG Dip UWI, MSc American U, MBA American U,  
 EdD U of Sheffield

**Deputy Campus Principals****Cave Hill**

Professor Winston Moore  
 BSc UWI, MSc Warwick, PhD Surrey

**Mona**

Professor Ian Boxill  
 BSc, MPhil UWI, PhD Colorado State

**Open Campus (ag.)**

Dr. Emily Dick-Forde  
 BSc UWI, MPhil U of Cambridge, FCPA, FCMA,  
 PhD U of Dundee

**St. Augustine**

Professor Indar Ramnarine  
 BSc UWI, MSc Wales, MBA Heriot-Watt, PhD UWI

**University Registrar**

Dr. Maurice Smith JP  
 JP, CPFEEd Howard, BSc NCU, MSc NSU, EdD Howard

**University Bursar (Ag)**

Mrs. Andrea McNish  
 BSc, MSc UWI, FCCA, CA

**Public Orators****Cave Hill**

Dr. Kenneth Connell  
 MBBS, DM UWI, PhD KCL

**Five Islands**

Miss Andrea Veira  
 BSc UWI, Dip.Ed. UWI, MA University of Derby

**Mona**

Dr Livingston White  
 BA UWI, MBA FSU, PhD FSU

**St. Augustine**

Professor Elizabeth Walcott-Hackshaw  
 BA Boston Univ., MA Boston Univ., PhD Boston Univ.

**Open Campus**

Dr. Francis Severin  
 BA, MSc, PhD UWI

**OFFICERS OF THE CAVE HILL CAMPUS**

Campus Registrar	Mr. Rommel Carter BA UWI, MBA Hull
Campus Bursar	Ms. Lisa A. C. Alleyne BSc UWI, FCCA, FCA, MBA Oxford Brooks, MCFI

**STUDENT AFFAIRS****Admissions**

Assistant Registrar (Temporary)	Mrs. Carol Jordan, BSc, MSc, PGDip 417-4119
Administrative Assistant, Admissions (Ag)	Ms. Kathy-Ann Long, BSc 417-4122
Law Faculty Clerk	Mr. Kemar John 417-4124
Summer School Representative	Mrs. Neisha Applewhaite-Douse 417-4127
Secretary	Ms. Kathy-Ann Watson 417-4120

**Examinations**

Senior Assistant Registrar	Ms. Orwyn Herbert 417-4133
Administrative Assistant	Mrs. Eudine Spooner 417-4139
Administrative Assistant	Miss Ingrid Lashley 417-4135
Stenographer/Clerk	Miss Tamesha Bryant 417-4935

**Records**

Administrative Assistant	Miss Lisa Phillips, BSc 417-4140
Stenographer/Clerk (Transcripts & Academic Records)	Ms. Claudine Patterson 417-4147

**School for Graduate Studies and Research**

Director	Professor Kahiudi Mabana
----------	--------------------------

417-4910

Senior Assistant Registrar

Mr. Owen Ellis  
417-4902

Administrative Assistant

Mrs. Fay Williams  
417-4909

Law Faculty Clerk

Miss Anita Carter  
417-4908

## UNDERGRADUATE STUDIES ADMISSIONS

### Entry Requirements

The normal entrance qualification for the Faculty of Law is the basic Matriculation standard of FIVE subjects, at least TWO of which must be at 'A' level or equivalent level (i.e., CAPE I and II in the same subject area would equate to one 'A' level subject), the remainder at CXC general. There are no special subject requirements in addition to those necessary for Matriculation. **The competition for places in the Faculty is such that very high "A" level grades/Cape 1 and II and very high averages in undergraduate degrees are required for an applicant to stand a reasonable chance of gaining admission.**

The Faculty is prepared to consider applications from persons who do not strictly satisfy Matriculation standards but who have equivalent academic qualifications. In particular, mature applicants over 21 who have shown evidence of academic and professional achievement can be considered. (Reference should be made to the Regulations Governing Matriculation in the University Regulations). This may provide an opportunity to read for a Law degree for those who have already been associated with the practice of law in some way - e.g. clerks of the courts, legal assistants, civil servants, police officers and so on.

### Application Procedure

Applications for entry into the Faculty must be done online through the Campus' Admissions website: <http://www.cavehill.uwi.edu/admissions/undergraduate.aspx>. except for specially admitted students. For local applicants, original certificates (which will be returned to the applicant), must be accompanied with (1) one copy of each document. For overseas applicants, certified copies of each document must accompany the application along with transcripts from Universities attended previously (in the case of non-UWI graduates).

### Applicants from the Commonwealth Caribbean (Except Guyana)

Applicants from other parts of the Commonwealth Caribbean must apply to the Assistant Registrar (Student Affairs), University of the West Indies, Cave Hill Campus, Barbados.

Applicants are reminded that the deadline date for applications must be complied with. The closing date for applications to the Faculty of Law is January 31. Late applications may not be considered.

### Students from Non-Contributing Countries

Following a ruling of the University Grants Committee, students from Commonwealth Caribbean Countries which have not yet agreed to contribute to the Faculty of Law will only be admitted when applicants from contributing countries have all been placed.

### International Students

A limited number of international students may be admitted to the Faculty of Law, provided that there is an exchange programme or cooperative agreement in place between their home university and the University of the West Indies. Other international students who do not fall into this category may be accommodated under the University's Study Abroad Programme. Please contact the Assistant Registrar (Student Affairs), Cave Hill Campus, for further information.

### Admissions Procedure

All applicants will receive notification of their eligibility and the decision in relation to their case when first offers are made. **It is imperative that any deadlines for acceptance set by the University are adhered to.** Applicants should therefore read University replies with the utmost care.

## Direct Entry to Part II

The Faculty may permit a student to complete the LLB in two years under the Direct Entry programme. In order to be eligible for entry into this programme a student must have either completed, or be exempt from all the non-law subjects in Part I (the three Foundation courses), as well as possess a high quality University degree. Students who qualify under Faculty Regulations for such exemption may be considered for direct entry to the Part II course at Cave Hill. A limit on numbers may be imposed on the grant of this direct entry.

It should be noted that the Direct Entry programme is an accelerated one, with students taking six to seven courses per semester rather than the traditional five courses per semester. As a result, the workload for Direct Entrants is significantly heavier than that for regular LLB students.

## Exemptions from Foundation Courses

Students in the LLB programme are required by the University to complete all Foundation courses, unless they have passed them in a previous degree or are exempted from them. Exemptions for Foundation courses may be determined by the Faculty, or course director, of the relevant course. In processing exemption requests the Faculty is generally guided by the following considerations:

- Exemptions from Caribbean Civilisation may be granted to a student with a prior degree in History, which includes a number of courses focusing on Caribbean history;
- Exemptions from Science Medicine and Technology may be granted to a student who possesses a prior, broad-based degree in Science. This degree should include courses from the various branches of science, not a single subject area;
- Exemption from An Introduction to Argument may be granted to a student who possesses a prior degree in English Literature.

Possession of a prior undergraduate or graduate degree will not necessarily entail exemptions from Foundation courses.

## LECTURES AND TUTORIALS

Teaching in law subjects will in most of the courses in Part I and Part II take the form of **lectures, seminars and tutorials**. In tutorials the student will be expected to develop the techniques of argument and presentation of cases and to produce essays, opinions and small project work under a tutor's guidance. **The tutorial is a very important aspect of the teaching programme in the Faculty, and attendance at tutorials is compulsory.**

## Casebook Method

The student will be encouraged to learn the art of legal reasoning by use of the case-book method. This involves the preparatory reading of selected materials, followed by class discussion designed to deduce the legal rules inherent in the materials and their use and limits in future situations.

## Seminars

In the advanced courses, teaching may be conducted by means of seminars. This involves the preparatory reading of selected materials and the use of this to analyse and discuss a presentation based on these materials during classes.

## Course Descriptions

Details of all courses offered by the Faculty of Law in our LLB programme are found in our Cave Hill Law *Undergraduate Course Guide*, published on the Student Resources section of the Faculty website at

<https://www.cavehill.uwi.edu/Law/students/student-resources.aspx>. This Course Guide will be updated from time to time as new courses are added to our curriculum or old courses are revised.

### Book Lists

Book lists will be issued separately for each course and detailed reading and work sheets will be made available from time to time during the session. Required and recommended readings will also be posted on each course website.

### FACULTY ADVISERS

Students are each assigned to a Faculty Adviser for the duration of their undergraduate career in the Faculty. The Adviser will give help and advice on matters both of an academic and non-academic nature if such advice is sought. The Faculty Adviser is to be regarded by students as an important Faculty resource.

### FACULTY COMMUNICATIONS

**Students must use their 'mycavehill' email accounts to communicate to the staff of the Faculty.** Each email must include the **student's name and ID number**, as well as succinctly state the nature of the request. Communications sent from other email accounts will not be answered by the Faculty. If a form is required to complete your request, please download the form from the Faculty's or Campus' website and submit it at the same time as your email.

### REGULATIONS

It is the responsibility of each student to know and comply with the Faculty and University Regulations related to his or her degree. Students should consult the Dean's Office if clarification is required.

### EXAMINATIONS

Final examinations are normally held at the end of each Semester. In some courses, however, examinations may take the form of essays and/or course work submitted during the Semester, together with an examination at the end of a Semester, or solely by means of an extended research paper, submitted during the course of the academic year (as in the Independent Research Paper Course). Other courses will involve multiple forms of assessment, including assessment on the basis of class participation, midterm examinations, etc.

### LEAVE OF ABSENCE

Please see Regulation 6, below.

### SUPPLEMENTAL EXAMINATIONS

#### Nature of Supplemental Exams

Supplemental examinations are examinations sat during the summer examination period by students who have failed or otherwise not completed (i.e., Absent Medical) a course in the same academic year. These exams are administered without additional instruction by the course director. The grade for supplemental examinations is counted out of 100%; previously completed coursework does not count towards the supplemental grade.

#### Faculty's Policy

The Faculty of Law analysed student performance in supplemental examinations over a five-year period prior to amending our Regulations. The Faculty concluded that most students were failing or performing very poorly in these exams. The Faculty noted that this performance was negatively affecting the class of degree of our students; in some cases it was limiting their ability to graduate. As a result, the Faculty took the decision to allow supplemental exams only in exceptional cases.

The relevant regulations are Regulation 27 in the full time degree programme and Regulation 30 in the part time degree programme. These provide:

“A candidate who fails a course may, with the permission of the Board of the Faculty, be permitted to sit a supplemental examination in that course.”

In interpreting this Regulation, Faculty Board adopted the following policy guideline on supplemental exams:

“The Board of the Examiners, on behalf of Faculty Board, may permit a student to sit a maximum of two supplemental examinations for Part III Law courses offered in the current academic year where the student obtained a mark in the F1 band in each failed course.”

This guideline generally restricts supplemental exams to cases where:

1. A student has failed no more than **two courses**,
2. both in **Level III**, and
3. both failures are at the **F1 level**.

The guideline aims to assist those students who are ready to graduate and are being held back by only one or two courses, which they came very close to passing on their first attempt

The Faculty’s policy guideline provides *guidance* to the Board of Examiners. The Board may exercise its discretion to permit examinations in other cases. Those students who are not granted permission to sit supplemental examinations will be required to either retake the course in the following academic year (Level I and Level II courses), or to either retake or replace the course in the following academic year (Level III courses).

All requests by a student to write a supplemental examination must be addressed to the Board of Examiners of the Faculty of Law on the prescribed form and submitted by the date indicated on the form, in advance of the Board of Examiners meeting which follows Semester II examinations. These forms are available on the Faculty’s website.

Please note that Supplemental examinations are only available for courses failed in the **same academic year**.

### **ACADEMIC FORGIVENESS POLICY**

In the 2016-2017 academic year the Board of Undergraduate Studies clarified the University’s academic forgiveness policy by providing the following guidelines for Faculties:

1. Academic Forgiveness is normally applied to students who withdraw either voluntarily or because the University required them to withdraw.
2. The Guiding Principle is that the integrity of the programme the student is expected to complete must be preserved.
3. In the case of 1 above, that is RTW or Voluntary withdrawal, such students must remain out of the UWI system for a minimum of ONE year, unless they are changing Faculties.
4. When students who have been granted academic forgiveness are re-admitted to UWI, the Dean of the Faculty will determine which courses, if any, may be used as transfer credits. The maximum number of transfer credits is 30 credits which would normally be Level 1 in accordance with Statute 47.
5. The Dean of the Faculty has the discretion to determine which Level 2 or 3 courses may be considered for exemption with credit when a student has previously withdrawn but must seek approval from BUS.
6. When students TRANSFER from one Faculty to another, without withdrawing, the student is considered a continuing student, and transfers with his/her full record.

Under this policy the Faculty of Law will consider re-applicants who satisfy the above conditions for re-entry. The Faculty of Law only exempts with credit completed Level 1 courses. The readmitted student therefore will be required to take or re-take the required ten (10) Level II courses and ten (10) Level III courses. This may mean a student has to repeat a course previously successfully completed.

A student readmitted under the academic forgiveness policy will have his or her degree GPA re-set to a neutral value, as if he or she were starting again as a new Level II student. As a result, the student's degree classification will be determined by performance after readmission. Previous failures will not count towards the degree GPA.

**THE FOREIGN LANGUAGE REQUIREMENT (FOR STUDENTS ENTERING IN ACADEMIC YEAR 2022/23)**

1. **All** students registered in the Faculty of Law 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 approved foreign language courses:
  - CHIN1001 Chinese Language IA
  - FREN0101 Beginners' French
  - SPAN0101 Beginners' Spanish
  - PORT1001 Portuguese Language IA
  - Or any other foreign language course approved by the Board, Faculty of Law.

A student may substitute FOUN 1201 Science, Medicine and Technology in the Commonwealth Caribbean with an approved foreign language course.

2. International students whose first language is not English and who matriculated into the Faculty of Law with English as a Second Language qualifications shall be exempted without credit from the foreign language requirement.
3. Instead of completing any of the approved foreign language courses, a student may complete self-directed learning path towards achieving the foreign language competency. Those who do so must demonstrate their competency to the satisfaction of The UWI, that is, at the *Common European Framework of Reference for Language: Learning, Teaching, Assessment* (CEFR) A1 level or its equivalent in other countries.
4. Students who do not possess any formal certification in a foreign language but who might otherwise be competent in a foreign language shall take a proficiency test to the satisfaction of The UWI (i.e., CEFR A1 or its equivalent) in order to be exempted without credit from the foreign language requirement.
5. All students must satisfy the foreign language requirement at any time during their undergraduate law programme and must complete the foreign language requirement to be eligible to graduate.

## PROFESSIONAL TRAINING

Entry into the legal profession of all of the Commonwealth Caribbean territories is regulated by the law of the particular territory, but as a result of a regional agreement the basic requirements tend to follow a common pattern.

Since 1975, a Legal Education Certificate is normally required by a prospective lawyer. This is granted by the (West Indian) Council of Legal Education which was established in April 1971. The Certificate will be granted to a student who successfully completes a two year course of full time training at one of the Council's three Law Schools in Jamaica, Trinidad or The Bahamas.

The students will be taught by a system of practical instruction designed to give training in the basic and essential skills of the practising lawyer.

Entry into a Law School will normally be granted to any applicant holding the UWI LLB degree. Students who hold law degrees from other universities may be required to sit an entrance examination which is held in July of each year. The deadline for applications to the Law Schools is January 31 of the proposed year of study. Application forms are obtainable from the Faculty of Law or from one of the three Law Schools at the addresses below:

Norman Manley Law School  
P.O. Box 231  
Mona Campus,  
Kingston 7  
JAMAICA

Hugh Wooding Law School  
P.O. Bag 323  
Tunapuna Post Office  
TRINIDAD

The Eugene Dupuch Law School  
P.O. Box SS-6394  
Nassau  
THE BAHAMAS

Holders of a Certificate of Legal Education will be regarded by all Governments in the West Indies as having satisfied institutional and educational requirements for practice. However local legislation may add further requirements, such as the requirement of nationality, which must be satisfied before the right to practise is granted in a particular territory.

## REGULATIONS FOR THE DEGREE OF BACHELOR OF LAWS (LLB, FULL TIME)

1. All students of the University of the West Indies are subject to the General Regulations for Students approved by the Senate of the University. Where there is a conflict between these Regulations and the University Regulations, the University Regulations shall apply, except where a Regulation of the Faculty is expressly permitted by the Board for Undergraduate Studies.

## QUALIFICATIONS FOR ADMISSION

2. In order to be eligible for entry to the programme of study for the Bachelor of Law Degree in the Faculty of Law (Cave Hill), applicants must satisfy the normal entrance qualification of the basic Matriculation standard of FIVE subjects, at least TWO of which must be at CAPE (Units 1 and 2) or equivalent level, the remainder at CSEC general or equivalent level. There are no special subject requirements in addition to those necessary for Matriculation.
3. Subject to the University's Regulations Governing Matriculation, the Faculty may consider applications from persons who do not strictly satisfy Matriculation standards but who have equivalent academic qualifications. In particular, mature applicants over 21 who have shown evidence of academic and professional achievement can be considered.

## DIRECT ENTRY TO PART II

4. Exemption from all the non-law subjects in Part I is a concession granted by the Board of the Faculty of Law (Cave Hill). Students who qualify under Faculty Regulations for such exemption may be considered for direct entry to the Part II course of studies. A limit on numbers may be imposed on the grant of this direct entry.<sup>1</sup>

## COURSE EXEMPTIONS

5.
  - (a) Graduates holding degrees from The University of the West Indies or from the University of Guyana may already have studied certain subjects specified for The University of the West Indies law degree. Any student fulfilling the required conditions of the Faculty Regulations may apply for appropriate exemption.
  - (b) Students who hold Commonwealth common-law type law degrees from other universities will not as a rule be accepted for the LLB degree. Such students may in certain circumstances be admitted to read for the LL.M. degree. These graduates will, in any case, be able to apply for entry to the Professional Law Schools for the practical training.
  - (c) Students who have already studied a single subject in the course of studies and who are not granted exemption or who are granted exemption without credit may be required to study a different subject in its stead.

## LEAVE OF ABSENCE

6.
  - (a) A student who for good reason wishes to absent himself or herself from the programme, must apply for formal leave of absence to the Faculty Board, through the Dean, stating the reasons for the application.
  - (b) The length of a leave of absence, if granted, will be subject to approval by Academic Board, but will not normally exceed one year in the first instance, terminating at the end of the academic year for which the application is approved.

---

<sup>1</sup> See the notes on Exemption from Foundation Courses, above.

- (c) Save in very exceptional circumstances, leave of absence may not be granted for more than two consecutive years.
- (d) The deadline for requests for leave of absence for any semester shall be the end of the third week of the semester and the third week of Semester I for leave of absence for the academic year.

### COURSE REQUIREMENTS FOR THE LLB

- 7. Every student in his or her first year is required to read Foundation courses unless exempted from so doing under the terms of the Faculty Regulations. Every first year student is required by the University to read such Foundation courses as may be prescribed by the Faculty of Law (Cave Hill).

### ACADEMIC PROGRAMME

- 8. Courses for the LLB degree are delivered in three parts, as indicated below.

### FULL TIME REGISTRATION

- 9. A candidate for the LLB degree shall normally be registered as a full-time student.
- 10. It shall be the responsibility of the candidate to consult the Faculty Regulations to ensure that he or she is properly registered.

### COURSE OF STUDY

- 11. Subject to Regulations **20** and **21** candidates for the LLB degree shall pursue a course of study extending over not less than three academic years and with a minimum value of ninety-three credits, which must include credits for the Law courses listed in Regulations **13** and **15**, before being eligible for the award of the degree.
- 12. Subject to Regulations **20** and **21**, the course of study for the LLB degree shall be in three parts. Unless otherwise permitted by the Board of the Faculty, Part I courses shall be taken in the first year, Part II courses in the second year and Part III courses in the third year.
- 13. The courses offered in Part I for examination shall be:

#### YEAR I<sup>2</sup>

##### *Semester I*

FOUN1004	An Introduction to Argument <sup>3</sup>
FOUN 1101	Caribbean Civilization
FOUN 1201	Science, Medicine and Technology in the Commonwealth Caribbean <sup>4</sup>
LAW 1010	Law and Legal Systems
LAW 1110	Criminal Law I

<sup>2</sup> Details of all courses offered in the Faculty may be found in our the *Undergraduate Course Guide*, as available in the Student Resources section of the Cave Hill Law Faculty website at <https://www.cavehill.uwi.edu/Law/students/student-resources.aspx>.

<sup>3</sup> Replaces FOUN 1002 Language Argument.

<sup>4</sup> Note that the Board of Undergraduate Studies has authorised Faculties to allow students to substitute a foreign language course for one of the required Foundation courses. The Faculty of Law (Cave Hill) allows its students to replace FOUN 1201 Science, Medicine and Technology in the Commonwealth Caribbean, **and that course only**, with a foreign language course (see page 24 for further information).

LAW 1231 Legal Methods, Research and Writing I

**Semester II**

LAW 1020 Constitutional Law  
 LAW 1120 Criminal Law II  
 LAW 1232 Legal Methods, Research and Writing II  
 LAW 1310 Law of Torts I  
 LAW 1410 Law of Contract I

14. (a) For purposes of these Regulations a Foundation Course means any course designated a foundation course by the University.
- (b) All questions relating to the permitted number of opportunities to sit a Foundation Course shall be governed by regulations and procedures of the relevant Faculty.
15. The courses offered in Part II for examination shall be:

**YEAR II<sup>5</sup>**

**Semester I**

LAW 2010 Law of Torts II  
 LAW 2110 Law of Contract II  
 LAW 2210 Real Property I  
 LAW 2310 Public International Law I  
 LAW 2510 Jurisprudence

**Semester II**

LAW 2220 Real Property II  
 LAW 2320 Public International Law II  
 LAW 2710 Administrative Law  
 LAW 2810 Equitable Remedies  
 LAW 2910 Commonwealth Caribbean Human Rights Law

16. (a) The courses offered in Part III for examination shall be 10 courses chosen from the List of Optional Courses as may be made available in that year.
- (b) Subject to Regulation 21, each candidate is required to take five courses in each Semester.
- (c) The List of Optional Courses comprises such of the following courses as are offered in the relevant Semester and any Optional Course subsequently approved, including not more than 6 credits offered in a Faculty other than the Faculty of Law (Cave Hill) and approved by the Dean of the Faculty of Law (Cave Hill). Courses taken in a Faculty other than the Faculty of Law (Cave Hill) must be Level III courses.

**LIST OF OPTIONAL COURSES (YEAR III)<sup>6</sup>**

LAW 3010 Industrial Relations Law

<sup>5</sup> Details of all courses offered in the Faculty may be found in our the *Undergraduate Course Guide*, as available in the Student Resources section of the Cave Hill Law Faculty website at <https://www.cavehill.uwi.edu/Law/students/student-resources.aspx>.

<sup>6</sup> Details of all courses offered in the Faculty may be found in our the *Undergraduate Course Guide*, as available in the Student Resources section of the Cave Hill Law Faculty website at <https://www.cavehill.uwi.edu/Law/students/student-resources.aspx>.

LAW 3020	Employment Law
LAW 3030	Discrimination in Employment
LAW 3110	Company Law
LAW 3120	Law of Corporate Management
LAW 3130	Law of Corporate Finance
LAW 3140	Law of Corporate Insolvency
LAW 3150	Revenue Law
LAW 3165	International Commercial Arbitration
LAW 3170	Law of Trusts
LAW 3180	Administration of Trusts and Estates
LAW 3210	Family Law I (Relating to Husband and Wife)
LAW 3220	Family Law II (Law Relating to Children)
LAW 3260	Gender and the Law in the Commonwealth Caribbean
LAW 3280	International Mooting
LAW 3290	Supervised Independent Research Paper
LAW 3330	International Trade Law
LAW 3340	European Union Law
LAW 3350	Oil and Gas Law
LAW 3360	Caribbean Energy and Gas Law
LAW 3400	Insurance Law
LAW 3450	Caribbean Environmental Law
LAW 3460	International Environmental Law
LAW 3550	General Principles of Private International Law
LAW 3560	Specialized Problems in Private International Law Litigation
LAW 3620	Law of International Organisations
LAW 3630	Caribbean Integration Law
LAW 3640	Introduction to Offshore Law
LAW 3650	Competition Law in the CARICOM Single Market and Economy
LAW 3660	Caribbean Securities Regulation
LAW 3720	International Law of Human Rights
LAW 3740	Comparative Law
LAW 3760	Intellectual Property
LAW 3765	Law, Technology and the Internet
LAW 3770	Advanced Legal Writing
LAW 3840	Alternative Dispute Resolution
LAW 3850	Public Law Remedies
LAW 3890	Introduction to Legislative Drafting
LAW 3900	Law Exchange Elective

17. Every course has a value of three 3 credits unless otherwise specified

## EXEMPTIONS

### Foundation English Course

18. (a) The Board of the Faculty may recommend to the Senate of the University that a candidate who is a graduate of another University whose degrees are recognised by the Senate as conferring eligibility for matriculation for entry to degree programmes be exempted from the required Foundation English Course in any part of the LLB programme.
- (b) The Board of the Faculty may recommend to the Senate of the University that a candidate who has a Foundation English course pass be exempted from the required Foundation English Course in any part of the LLB programme.

### Other Non-Law Courses

19. The Board of the Faculty may recommend to the Senate of the University that a candidate be granted exemptions from Foundation Courses where the candidate has successfully completed the same or similar courses at the university level.

### DEFINITIONS FOR PURPOSES OF EXEMPTIONS

20. For purposes of Regulation **18** above, the following definition shall apply:
- (a) A Foundation English pass means a pass in the examination for, and the completion of, a Foundation English course in The University of the West Indies or the University of Guyana or any other such course which the Board of the Faculty shall, on the advice of the Faculty of Humanities and Education, recognise for the purposes of this Regulation.

### COURSE OF STUDY FOR DIRECT ENTRY

21. Students who gain Direct Entry into Year Two of the LLB programme may be exempted from all Foundation courses, but would be required to take a combination of Part I and Part II Law courses and examinations prescribed for Direct Entry Students in Regulation **21(a)** below and, in the following year, such combination of Part II and Part III law courses prescribed for Direct Entry Students in Regulation **21(b)** below.

- (a) The courses offered for the examination for Part II for the purposes of this Regulation shall be:

#### ***Semester I***<sup>7</sup>

LAW 1010	Law and Legal Systems
LAW 1110	Criminal Law I
LAW 1231	Legal Methods, Research and Writing I
LAW 2210	Real Property I
LAW 2310	Public International Law I
LAW 2510	Jurisprudence

#### ***Semester II***

LAW 1020	Constitutional Law
LAW 1120	Criminal Law II
LAW 1232	Legal Methods, Research and Writing II
LAW 1310	Law of Torts I
LAW 1410	Law of Contract I
LAW 2320	Public International Law II

- (b) The courses offered for the examination for Part III for the purposes of this Regulation shall be:

#### ***Semester I***

LAW 2010	Law of Torts II
LAW 2110	Law of Contract II

#### **AND**

Five courses chosen from the List of Optional Courses stated in Regulation **16(c)** above.

<sup>7</sup> Details of all courses offered in the Faculty may be found in our the *Undergraduate Course Guide*, as available in the Student Resources section of the Cave Hill Law Faculty website at <https://www.cavehill.uwi.edu/Law/students/student-resources.aspx>.

**Semester II**

LAW 2710	Administrative Law
LAW 2810	Equitable Remedies
LAW 2220	Real Property II
LAW 2910	Commonwealth Caribbean Human Rights Law

**AND**

Three courses chosen from the List of Optional Courses stated in Regulation **16(c)** above.

**STUDENTS WHO READ LAW COURSES WHILE NOT LLB STUDENTS**

22. Subject to the University Regulations regarding the time limits for maintenance of credits a candidate who has completed any course of study in another Faculty of the University of the West Indies and has passed the examinations in any of the courses (other than in non-law courses) in any part of the LLB programme, when not registered as a candidate in the Faculty of Law (Cave Hill), shall be entitled to full exemption and credit for any course or courses he or she has successfully completed, and shall be required to take, in addition to all Part I and Part II courses not yet completed, such number of Part III courses as would be required in order to complete a minimum of two year's work of 60 credits before being awarded the LLB Degree.<sup>8</sup>

**STUDENTS RE-ADMITTED TO THE FACULTY**

23. Subject to the University Regulations, in the event that the Senate of the University permits a candidate to register afresh notwithstanding any other regulation that would otherwise have barred that candidate from registering for further Parts of the LLB degree, the Board of the Faculty may recommend to the Senate that such a candidate who has already successfully completed the courses and examinations prescribed for Part I and Part II of the LLB programme be exempted from the courses and examinations for those Parts and be permitted to register for the required number of courses and examinations for Part III.

**SCHEME OF EXAMINATIONS**

24. The examinations for each Part may comprise all or any of the following: written papers, oral examination or continuous assessment of semester work as shall be determined in accordance with University Examination Regulations.
25. (a) A candidate must pass the examinations set for each Part.
- (b) A candidate shall, subject to Regulation **13**, not be eligible to enter for the examinations for Part II unless:
- (i) he or she is exempted from Part I under Regulation **21**, Regulation **22**, or Regulation **23**;
  - or
  - (ii) he or she has passed the examinations for Part I; or
  - (iii) he or she would have passed the examinations for Part I on his or her first or second sitting but for a failure in some of the courses in that Part.
- (c) A candidate shall, subject to Regulation **15**, not be eligible to enter for the examinations for Part III unless:
- (i) he or she has passed the examinations for Part II; or

---

<sup>8</sup> Please note that this Regulation sets out the requirements that the student not only (1) complete any incomplete Level I and II courses, but also (2) complete 60 credits of **new courses** after entering the LLB programme. Thus no matter how many Law courses were completed in a previous UWI degree by a student, he or she must nevertheless complete 60 additional LLB programme credits after entering the Faculty of Law programme.

- (ii) he or she would have passed the examinations for Part II on his or her first or second sitting but for a failure in some of the courses in that Part.
26. (a) Where a candidate is eligible to enter for the examinations for Part II by virtue only of Regulation **25(b)(iii)**, he or she shall, as a condition of such entry, enter also to sit the examinations in Part I in the courses in which he or she has failed.
- (b) If the candidate, by the end of the year in which he or she enters Part II, has not passed the courses which he or she had failed in Part I, he or she may not, without the permission of the Board of Examiners, be permitted to re-sit the examinations or to sit any further examinations in any Part of the LLB degree.
- (c) Where a candidate is eligible to enter for the examinations for Part III by virtue only of Regulation **25(c)(ii)**, he or she shall, as a condition of such entry, enter also to sit the examinations in Part II in the courses in which he or she has failed.
- (d) If the candidate, by the end of the year in which he or she enters Part III, has not passed the courses which he or she had failed in Part II, he or she may not, without the permission of the Board of Examiners, be permitted to re-sit the examinations or to sit any further examinations in any Part of the LLB degree.
27. A candidate who fails a course may, with the permission of the Board of the Faculty, be permitted to sit a supplemental examination in that course.

#### PART I EXAMINATIONS

28. The Examination for each Part I course thereof shall be taken at the end of the semester in which the student has registered for the course.
29. Supplemental examinations for the Foundation courses offered by other Faculties shall be governed by the Regulations and Procedures of the relevant Faculty.
30. (a) A candidate who has failed in not more than two courses at the end of Part I may, with the permission of the Board of the Faculty, enter for the examinations for Part II, under Regulation **25(b)(iii)** above, trailing the courses he or she has failed.
- (b) A candidate who has failed in more than two courses at the end of Part I may, with the permission of the Board of the Faculty, be required to repeat the courses he or she has failed while entering for the examinations for only that number of courses from Part II as may be necessary to complete the requisite number of courses for an academic year.
- (c) A candidate who has failed all the courses in Part I shall be required to withdraw.

#### PART II EXAMINATIONS

31. Save as otherwise specified, the Examination for each Part II course thereof shall be taken at the end of the semester in which the student has registered for the course.
32. (a) A candidate who has failed in not more than two courses at the end of Part II may, with the permission of the Board of the Faculty, enter for the examinations for Part III, under Regulation **25(c)(ii)** above, trailing the courses he or she has failed.

- (b) A candidate who has failed in more than two courses at the end of Part II may, with the permission of the Board of the Faculty, be required to repeat the courses he or she has failed while entering for the examinations for only that number of courses from Part III as may be necessary to complete the requisite number of courses for an academic year.
- (c) A candidate who has failed all the courses in Part II shall be required to withdraw.

### PART III EXAMINATIONS

- 33. Save as otherwise specified, the Examination for each Part III course thereof shall be taken at the end of the semester in which the student has registered for the course.
- 34. Subject to the University Regulations a candidate who has failed all the courses he or she has taken in Part III is entitled to re-sit the whole of the Part III examinations in the year following his or her failure. In exceptional circumstances, and with the permission of Academic Board on the recommendation of the Board of the Faculty, a candidate may repeat the whole of the Part III examinations in a year other than that following his or her failure.
- 35. A candidate who has failed only some of the courses he or she has taken in Part III may re-sit those courses he or she has failed or may substitute any other courses in Part III he or she has not already passed in order to complete the requisite number of credits for the award of the LLB degree.
- 36. A candidate who has not passed the required number of courses for Part III by a second occasion may be required to withdraw.

### REGULATIONS TO ENABLE THE HOLDING OF SUPPLEMENTAL EXAMINATIONS IN PART III OF THE LLB DEGREE PROGRAMME

- 37. Notwithstanding any other regulation, rule or practice to the contrary, a supplemental examination to the Part III Examinations for the LLB degree shall be held in July/August.
- 38. A candidate who has failed in any of the examinations for the courses in Part III of the Faculty of Law (Cave Hill) offered in Semester I or Semester II during the current academic year may be required to take all the Part III courses in which he or she has failed in the supplemental examinations.
- 39. A candidate to whom Regulation **38** applies shall, for the purpose of being eligible for the award of the LLB degree, be required to pass all the courses which he or she is required to take in the Supplemental Examinations.
- 40. A candidate who is allowed to take a supplemental examination under Regulation **38** shall be entitled to keep the passing grade he or she has earned on the supplemental examination but, in determining the candidate's cumulative GPA, the passing grade earned on the supplemental examination shall be computed along with all failing grades that the candidate has received in that course, whether or not in supplemental examinations.
- 41. (a) Subject to **(c)** below, a candidate who fails in one or more examinations offered at the supplemental examinations shall be entitled to repeat in the following academic year, subject to the existing Regulations, all the courses and examinations which he or she has failed in the supplemental examinations, provided that the candidate may select another course and examination in place of any course and examination which he or she has failed; but the failing grade received in the course and examination for which another course and examination have been substituted shall be taken into account in computing the candidate's cumulative GPA.

- (b) Subject to **(a)** above, a candidate may be granted permission by Academic Board on the recommendation of the Board of the Faculty to be registered in the following Academic Year with or without attendance at classes, lectures or tutorials for the purpose of sitting the examinations in the courses he or she has failed, at the time such examinations are offered.
  - (c) A candidate who fails four or more courses offered at the supplemental examinations may be required to repeat those courses he or she has failed; or, in the alternative, substitute the equivalent number of final-year courses he or she has not yet completed. However, the failing grades received in the courses for which other courses have been substituted shall be taken into account in computing the candidate's cumulative GPA.
42. Notwithstanding any other regulation, rule or practice to the contrary, a candidate who fails in any course after four attempts, including supplemental examinations, shall not be eligible to re-sit any examination in any course offered under the Regulations governing the Faculty of Law (Cave Hill). An attempt in a course shall count as an attempt in any course substituted therefore as provided for in Regulation **41(a)**.

### GENERAL

43. (a) For the purposes of Regulations **24** to **36** above, a candidate shall be regarded as having failed an examination either if he or she sits that examination and has failed to pass it or if he or she is otherwise deemed under the Examination Regulations to have failed that examination.
- (b) Subject to the University Examination Regulations, where a candidate's performance in any examination to which these Regulations apply has been affected by illness, the Board of the Faculty of Law (Cave Hill) may, on the recommendation of the Board of Examiners of the Faculty, allow the candidate an opportunity to sit the examination on a future occasion on which another examination would be scheduled in the relevant Part of the LLB programme or course or courses or part thereof, as the case may be, in addition to any opportunity which the candidate might otherwise be allowed under Regulations **24** to **36** above, provided that the Board of the Faculty of Law (Cave Hill) may not allow a candidate more than four such additional opportunities.
- (c) For the purposes of **(b)** above, any additional opportunities in respect of examinations held within any semester shall be counted as a single additional opportunity only.

### REGULATIONS GOVERNING COURSEWORK TAKEN AS PART OF A COURSE

44. (a) For the purposes of this Regulation and Regulation **46**, "coursework" shall include "take-home" written assignments and mid-term written examinations.
- (b) These Regulations shall operate, subject to any other Regulation to the contrary, where provisions are made for assessment by way of coursework together with a final examination.
- (c) A candidate's coursework marks shall be computed with the candidate's marks in the final examination at the end of the semester or with the marks awarded in a supplemental examination to calculate the final grade for the course.
- (d) A candidate who fails a course on the totality of the marks for both coursework and the written examination at the end of the semester, may be entitled to sit a supplemental examination for the end-of-semester examination only, and not for the coursework.
- (e) A candidate who fails the coursework component shall not be entitled to re-submit the coursework.

- (f) Where provisions exist for coursework assessment, a candidate who fails or refuses to submit any assignments or materials for coursework assessment will be assigned no marks for the coursework component of the course.
  - (g) A candidate who has failed a course and is allowed under these Regulations to repeat the course and re-sit an examination in the year following his or her failure, may not carry the coursework marks acquired in the previous year but shall redo the coursework component.
45. Where provisions exist for assessment by coursework, the examiner shall return the coursework scripts to the student as soon as practicable after the examination process is completed.

#### **COURSES EXAMINED ONLY BY COURSEWORK**

46. The candidate who receives a failing grade for the course, subject to any other regulation to the contrary, where a course is examined by 100% coursework may, with the permission of the Board of the Faculty, be permitted to re-submit as a supplemental examination those coursework components that had been failed.

#### **ENTRY TO EXAMINATIONS**

47. (a) Entry for the examinations for any Part shall consist of registration for that Part of the LLB programme.
- (b) Registration for any course of the LLB programme shall take place during the period prescribed for registration by the Campus Registrar, and shall be subject to the conditions laid down in general University Regulations.

#### **AWARD OF DEGREE**

48. The LLB degree may be awarded with First Class Honours, with Second Class Honours, Upper and Lower Division, or as a Pass Degree, on the basis of a Weighted Grade Point Average (GPA) for Parts II and III courses only.
49. The class of the degree shall be determined on the basis of a candidate's performance in the Part II and Part III examinations.
50. (a) In the calculation of the Weighted GPA, no weight shall be given to any Part I courses.
- (b) Parts II and III courses shall have equal weight in the determination of the Weighted GPA.
- (c) Non-Law Foundation Courses, whether taken in Year II or III, shall not count in the determination of the Weighted GPA.
51. The GPA Scheme for the Award of Class of Degree shall be as follows:
- (a) First Class Honours (Weighted (GPA 3.60 and Above)
  - (b) Upper Second Class Honours (Weighted GPA 3.00 – 3.59)
  - (c) Lower Second Class Honours (Weighted GPA 2.50– 2.99)
  - (d) Pass (Weighted GPA 2.00-2.49)
52. The minimum Weighted GPA required for the award of the LLB degree shall be 2.00.

53. The GPA Marking Scheme for Examinations in the Faculty of Law (Cave Hill) shall be as follows:

- (a) In the determination of the GPA, the grades with corresponding quality points shall be defined in the University Regulations governing the GPA.
- (b) The authorized marking scheme is as follows:

GRADE	GPA	MARKS
A+	4.30	90-100
A	4.00	80-89
A-	3.70	75-79
B+	3.30	70-74
B	3.00	65-69
B-	2.70	60-64
C+	2.30	55-59
C	2.00	50-54
F1	1.70	40-49
F2	1.30	30-39
F3	0.00	0-29 <sup>9</sup>

54. (a) A candidate who voluntarily withdraws from the University and who applies for re-admission within 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 Faculty of Law (Cave Hill) Regulations and subject to the stipulation that the courses previously passed are not determined by the Board of the Faculty of Law (Cave Hill) to be obsolete.

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

55. (a) A student whose GPA for a given semester is less than 2.00 shall be deemed to be performing unsatisfactorily, and shall be placed on warning.

(b) A student on warning whose GPA for the succeeding semester is less than or equal to 1.99, will be required to withdraw.

(c) However, a student may be reinstated if his/her GPA improves beyond 1.99 by credits obtained pursuant to Regulation 38.

(d) The cumulative GPA to be used to determine whether a candidate advances to the final year of the LLB programme shall be that candidate's cumulative GPA for the second year only.

56. A candidate who was required to withdraw for reasons of failure to progress as prescribed in Faculty Regulations may be readmitted on the following conditions:<sup>10</sup>

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

<sup>9</sup> The F1, F2, and F3 bands were changed with effect from Academic Year 2016/2017 by the Board of Undergraduate Studies at its meeting of May 24, 2016, as indicated in the memo of the University Registrar, dated June 9, 2016.

<sup>10</sup> See also the Notes on the University's Academic Forgiveness Policy, above.

- (b) All grades previously obtained shall continue to apply for the purpose of determining the candidate's GPA;
  - (c) Work done at an institution other than The University of the West Indies during the period that the candidate was required to withdraw from the University may be eligible for credit under these Regulations, by a decision of Academic Board on the recommendation of the Board of the Faculty.
57. (a) For the purposes of these Regulations, where a candidate has completed a course of study in another Faculty of The University of the West Indies and has passed the examinations in any of the Part II and Part III courses, when not registered as a candidate in the Faculty of Law (Cave Hill), and for which courses the candidate has received exemption and credit, subject to the University Regulation regarding time limits for the maintenance of credits, the grades received in such Part II and Part III courses shall be taken into account in the calculation of the candidate's GPA for class of degree; and the candidate shall be required to take, in addition to all Part II courses not yet completed, such number of Part III courses as would be required in order to complete a minimum of two year's work of 60 credits before being awarded the LLB Degree.
- (b) Where, however, depending on the number of Part II and Part III courses a candidate had already completed before enrolling as a full-time candidate in the Faculty of Law (Cave Hill), there is not a sufficient number of Part II and Part III courses from which that candidate may choose 20 for graduation, he/she will consult with the Dean in order that, with the approval of Academic Board on the recommendation of the Board of the Faculty, an appropriate course of study can be determined for completion of the LLB degree.
58. Where a candidate fails a course and subsequently repeats the course and passes it, or re-sits the examination at supplementals and passes the course, the candidate shall be awarded the final grade obtained when he or she has passed the course; but the grade earned on the supplemental examination or upon repeat of the course shall be computed along with the failing grade or grades that the candidate has received in that course in determining the candidate's cumulative GPA.
59. (a) A candidate who completes the requirements for the LLB degree after the Honours eligibility date under this Regulation shall not be eligible for the award of the LLB degree with Honours.
- (b) The Honours eligibility date shall be the date following the publication of results for the last examination held in the relevant calendar year for any course for which the candidate has at any time been registered in any Part of the LLB programme.
- (c) In the case of a candidate exempted from the courses and examinations for Part I under Regulation **21**, Regulation **22** or Regulation **23** above, the relevant calendar year shall be the third calendar year after that of his or her date of first registration for Part II.
- (d) In the case of a candidate not falling within (c) above, the relevant calendar year shall be the fourth calendar year after that of his or her date of first registration for Part I.
- (e) Where a candidate is permitted to withdraw from the examinations for any Part of the LLB programme, the calendar year in which that examination takes place shall be excluded from the computation of the relevant calendar year.
- (f) Where a candidate does not sit the examination in any calendar year by virtue of the grant of leave of absence from The University of the West Indies, that calendar year shall be excluded from the computation of the relevant calendar year.

- (g) The calendar year of the date of first registration for any Part of the LLB programme shall be the calendar year in which the first examinations are held for which the candidate was thereby registered.
60. The names of the candidates who have passed the Part I, Part II and Part III examinations, as the case may be, shall be published in separate pass lists in which the names of the successful candidates shall be arranged alphabetically as follows:
- (a) in relation to the Part I examinations, in two divisions;
  - (b) in relation to the Part II examinations, without divisions; and
  - (c) in relation to the award of the degree, in the following classes:
    - (i) First Class Honours
    - (ii) Second Class Honours
      - (A) Upper Division
      - (B) Lower Division
    - (iii) Pass

#### **AEGROTAT DEGREE**

61. A candidate who has been absent through illness from one or more of the examinations in the courses for the Second Semester in his or her Part III year may apply for the award of the Aegrotat degree provided that he or she has passed or has been exempted from Part I, has passed Part II and, in the case of a candidate registered for the Independent Research Paper Course, has successfully completed the research paper for the course.
62. Applications from or on behalf of candidates must be accompanied by a medical certificate signed by (a) the University Health Officer, or (b) other Medical Personnel approved for this purpose by the University, and shall reach the Registrar not later than thirty days from the date of the last course examination which should have been taken by the candidate.
63. The Board of Examiners for the Faculty of Law (Cave Hill) shall not recommend the award of an Aegrotat Degree to a candidate applying under Regulation **61**, unless in the view of the tutors or first examiners, the candidate has achieved a satisfactory standard in all the coursework for those courses from the examinations of which the candidate has been absent through illness.
64. The Chairman of the Board of Examiners and Examination Co-ordinators for Part III may designate all or any of the examiners for any course from the examination of which a candidate applying under Regulation **61** has been absent through illness, to hold an oral examination in that course, where, in the opinion of the Chairman of the Board of Examiners and the Examination Co-ordinators for Part III, such oral examination would be appropriate in the circumstances of the case and might further assist the Board of Examiners in determining, pursuant to Regulation **63** above, whether the candidate has achieved a satisfactory standard in all the coursework for that course.

#### **STUDENTS PURSUING CO-CURRICULAR COURSES FOR CREDIT**

65. (a) Students registered as full-time candidates in the Faculty of Law (Cave Hill) shall be eligible for no more than three credits for their involvement in co-curricular courses for which the University has determined that credits may be awarded. However, the credits earned for any co-curricular activities shall not form part of the minimum value of 93 credits required for the award of the LLB Degree, but shall be listed on a student's transcript as credits in addition to those required for the award of the degree.

- (b) Co-curricular activities may be pursued in any of the three years of the LLB programme. However, any student wishing to pursue co-curricular activities for credit must first seek the approval of the Dean.

#### **PLAGIARISM DECLARATION**

- 66. A declaration must be made in accordance with the **University Regulations on Plagiarism (First Degrees, Diplomas and Certificates)** and should be attached to all work submitted by a student to be assessed as part of, or as the entire requirement of the course, other than work submitted in an invigilated examination. By signing the declaration, a student declares that the work submitted is original and does not contain any plagiarised material.

#### **APPLICATION OF REGULATIONS**

- 67. These Regulations will apply to all students entering the Faculty of Law (Cave Hill) in August 2015 as Part I candidates, as well as to those students admitted on transfer or otherwise. These Regulations will also apply to all other students who were admitted to the Faculty prior to the 2016/2017 academic year.

**GRADE POINT AVERAGE 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 weights 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)  
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 and 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 - indicated 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:

Grade	GPA	Marks %
A+	4.3	90 – 100
A	4.0	80 – 89
A-	3.7	75 – 79
B+	3.3	70 – 74
B	3.0	65 – 69
B-	2.7	60 – 64
C+	2.3	55 – 59
C	2.0	50 – 54
Fail 1	1.7	40 – 49
Fail 2	1.3	30 – 39

- Fail 3    0.0    0 – 29<sup>11</sup>
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.
    - (i) 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.
    - (ii) 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. Then 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.
    - (i) 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

---

<sup>11</sup> The F1, F2, and F3 bands were changed with effect from Academic Year 2016/2017 by the Board of Undergraduate Studies at its meeting of May 24, 2016, as indicated in the memo of the University Registrar, dated June 9, 2016.

subject to the stipulation that the courses previously passed are not determined by the Board of the relevant Faculty to be obsolete.

- (ii) 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.

## UNIVERSITY REGULATIONS ON PLAGIARISM (First Degrees, Diplomas and Certificates)

### 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 is 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
- a. where in concurrence with the report's identification of evidence of Level 2 plagiarism, report the matter to the Campus Registrar; or
  - b. where not concurring in the identification of evidence of plagiarism, reply to the examiner declining to proceed further on the report; or
  - c. 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, the 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:
- (i) awarded a fail mark;
  - (ii) excluded from some or all further examinations of the University for such period as it may determine;
  - (iii) 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.

*Revised December 16, 2011  
July 26, 2012*

## SCHOLARSHIPS AND PRIZES

### Scholarships

Students in the Faculty will be eligible for scholarships and bursaries available at the University. In some cases, students will have to compete with students of other Faculties for general University awards, details of which are available in the University Calendar.

A list of scholarships available may be obtained from the Student Affairs Section.

There are from time to time awards specifically for law, which are advertised when available.

Some students may be eligible for Government awards on the basis of their acceptance at the University or on the basis of their performance in 'A' level examinations. Enquiries about these should in the first place be made to the student's own Ministry of Education.

The under mentioned scholarships are available:

#### **The Joy and Anthony J. Bland Bursary**

##### Name of Scholarship

- i. The Scholarship shall be called The ANTHONY & JOY BLAND SCHOLARSHIP, and shall be awarded annually and shall be tenable at the University of the West Indies, Cave Hill Campus.

##### Eligibility and Field of Study

- ii. The Scholarship shall be open to Caribbean nationals to read for a degree in Law who have completed Part I of the LLB programme and intend to take Parts II and III.
- iii. Candidates are required to submit written application to the University stating why they wish to be considered for the award.

##### Value of Award

- iv. The value of the award shall be BDS\$5,000 per annum to be used in meeting the student's maintenance costs, books, fees and incidental expenses.

##### Tenure

- v. The Scholarship shall be for a period of up to two (2) years.
- vi. The continuance of the Scholarship shall be subject to reports of good conduct and academic progress. The Scholarship may be withdrawn at the discretion of The Joy & Anthony Bland Charitable Trust, if, in their opinion, the student failed to maintain an acceptable standard.

##### Advertising and Selection

- vii. The availability of the Scholarship shall be suitably advertised by The University of the West Indies.
- viii. The University of the West Indies, Cave Hill Campus shall submit to The Joy & Anthony Bland Charitable Trust for their comments, a shortlist of three (3) candidates in order of priority.

- ix. The final selection shall be made by the University of the West Indies.
- x. The award of the Scholarship shall be based on academic merit but some consideration may be given to financial need.
- xi. Awards will also be made for Bursaries and Enabling Grants in relation to research activity to be applied if and when the circumstances require.

#### Financial Procedure

- xii. The Joy & Anthony Bland Charitable Trust shall, not later than 01 August, in each year of the award, pay to the University of the West Indies, Cave Hill Campus, a sum of BDS\$5000.00 in pursuance of Regulation iv above.
- xiii. The annual amount will be disbursed by the University to the Scholarship holder in two semester allotments, after deduction of the relevant fees and charges.

### **The Patterson Cheltenham Q.C. Scholarship**

#### Name of Scholarship

- i. The Scholarship shall be called Patterson Cheltenham Q.C. Scholarship and shall be tenable at the University of the West Indies, Cave Hill Campus.

#### Eligibility and Field of Study

- ii. The Scholarship shall be open to nationals of any Caribbean country who have gained admission to the University of the West Indies, Cave Hill Campus, to read for a degree in Law.

#### Duration of Award

- iii. The Scholarship shall be for a period of up to three years.

#### Value of Award

- iv. The value of the award shall be \$3,000.00 per annum to be used in meeting the student's maintenance costs, books, fees and incidental expenses.

#### Tenure

- v. The continuance of the Scholarship shall be subject to reports of good conduct and satisfactory academic progress to be submitted annually by the University of the West Indies. The Scholarship may be withdrawn at the discretion of Patterson Cheltenham if the student fails to maintain the necessary standard.

#### Advertisement and Selection

- vi. The availability of the Scholarship shall be suitably advertised by the University of the West Indies.
- vii. The award of the Scholarship shall be based on academic merit and financial need.
- viii. The University of the West Indies, Cave Hill Campus shall submit to Patterson Cheltenham for his final selection of the candidate for the award, a short-list of four (4) candidates in order of priority.

#### Financial Procedure

- ix. Patterson Cheltenham shall, not later than 01 August in each year of the duration of the Award, pay to the University of the West Indies, Cave Hill Campus, a sum of \$3,000.00 in pursuance of Regulation iv above.
- x. The annual amount will be disbursed by the University to the Scholarship holder in two semester allotments, after deduction of any relevant fees and charges.

#### **The Sir Richard Cheltenham Q.C. Scholarship**

##### Name of Scholarship

- i. The Scholarship shall be called the Richard Cheltenham Q.C. Scholarships. There shall be two (2) scholarships, one available in the Faculty of Law and one available in the Faculty of Social Sciences, tenable at the University of the West Indies, Cave Hill Campus, Barbados.

##### Eligibility and Field of Study

- ii. The Scholarship shall be open to nationals of Barbados and countries of the OECS who have gained admission to the University of the West Indies, Cave Hill Campus to read for a degree in the Faculty of Law and the Faculty of Social Sciences.

##### Duration of Award

- iii. The Scholarship shall be for a period of up to three years.

##### Value of Award

- iv. The value of each Award shall be BDS\$3,500.00 per annum, to be used in meeting the student's maintenance costs, books, fees and incidental expenses.

##### Tenure

- v. The continuance of the Scholarship shall be subject to reports of good conduct and satisfactory academic progress to be submitted annually by the University of the West Indies. The Scholarship may be withdrawn at the discretion of Richard Cheltenham Q.C. if the student fails to maintain the necessary standard.

##### Advertisement and Selection

- vi. The availability of the Scholarship shall be suitably advertised by the University of the West Indies.
- vii. The award of the Scholarship shall be based on academic merit and financial need.
- viii. The University of the West Indies, Cave Hill Campus shall submit to Richard Cheltenham Q.C. for his final selection of the candidates for the Awards, a short list of four (4) candidates in order of priority for each Faculty.

#### Financial Procedure

- ix. Richard Cheltenham Q.C. shall, not later than 01 August in each year of the duration of the Awards, pay to the University of the West Indies, Cave Hill Campus, a sum of BDS\$7,000.00 in pursuance of Regulation 4 above.
- x. The annual amount will be disbursed by the University to the Scholarship holders in two semester allotments, after the deduction of relevant fees and charges.

#### The Olton Springer Scholarship

##### Name of Scholarship

- i. The Scholarship shall be called The Olton Springer Memorial Scholarship and shall be tenable at the University of the West Indies, Cave Hill Campus.

##### Eligibility and Field of Study

- ii. The Scholarship shall be open to nationals of Barbados to read for a degree majoring in Law or Education, who have completed at least one year of study or who are entering the Level II programme at the University of the West Indies, Cave Hill Campus.

##### Duration of Award

- iii. The Scholarship shall be for a period of one year. However, if the scholarship holder excels in a subsequent year, he/she may be entitled to be awarded the Scholarship again.

##### Value of Award

- iv. The value of the award shall be BDS\$2,000.00, to be used in meeting the student's maintenance costs, books, fees and incidental expenses.

##### Tenure

- v. The continuance of the Scholarship shall be subject to reports of good conduct and satisfactory academic progress to be submitted annually by the University of the West Indies. The scholarship may be withdrawn at the discretion of the Charles Duncan O'Neale Lodge if the student fails to maintain the necessary standard.

##### Advertisement and Selection

- vi. The University of the West Indies shall select the candidate for the award.
- vii. The award of the Scholarship shall be based on academic merit and financial need.

##### Financial Procedure

- viii. Charles Duncan O'Neale Lodge shall, not later than 01 August in each year of the Award, pay to the University of the West Indies, Cave Hill Campus, a sum of BDS\$2,000.00 in pursuance of Regulation iv above.
- ix. The annual amount will be disbursed by the University to the Scholarship holder in two semester allotments, after deduction of the relevant fees and charges.

### **The Telford Georges Memorial Scholarship**

#### Name of Scholarship

- i. The Scholarship shall be called THE TELFORD GEORGES MEMORIAL SCHOLARSHIP, tenable at the University of the West Indies, and shall be awarded annually to a national of the Eastern Caribbean, registered as a full-time candidate in the Faculty of Law, and who has received the highest Grade Point Average (GPA) in the First-Year Law courses.

#### Value of Award

- ii. The value of the award shall be BDS\$2,500.00, and shall be used in meeting the student's maintenance costs, books, fees and incidental expenses.

### **David Nathaniel King Memorial Scholarship Regulations**

#### Name of Scholarship

- i. There shall be ONE (1) scholarship, which shall be called the DAVID NATHANIEL KING MEMORIAL SCHOLARSHIP and shall be tenable at the University of the West Indies, Cave Hill Campus.

#### Eligibility and Field of Study

- ii. The Scholarship shall be open to any CARICOM national admitted to the Faculty of Law as a full-time candidate for the LLB degree and who, in the final year of the LLB programme, has received the highest Grade not lower than A- in the Course Offshore Financial Law. In the event that there is more than one candidate receiving the same highest Grade in the Course, the winner of the Scholarship may be determined by considering the actual Marks each candidate received in the Final Examination in the Course.

#### Duration of Award

- iii. This Scholarship shall be awarded annually.

#### Value of Award

- iv. The value of the Scholarship shall be BDS\$5,000.00 and that sum is intended to be used in the candidate's pursuit of graduate studies or to help meet maintenance costs, fees and incidental expenses attendant on the candidate's pursuit of the Legal Education Certificate at one of the Council of Legal Education's Law Schools.

#### Advertisement and Selection

- v. The availability of the Scholarship shall be suitably advertised by the University of the West Indies. The Campus Committee for Undergraduate Awards, Cave Hill Campus, shall forward to the Sponsors of the Scholarship for their final approval, the name of the candidate receiving the highest Mark and Grade in Offshore Financial Law.

#### Financial Arrangements

- vi. (a) The Sponsors will pay to the University of the West Indies no later than August 1st in each year, the sum of BDS \$5,000 to fund the Scholarship for the ensuing year.

- (b) The University will make full disbursement of the value of the Scholarship to the Scholarship holder after the deduction of relevant fees and charges payable to the University.

## Prizes

### LLB

1. The Sir Gaston Johnston Memorial Prize in Criminal Law
2. The Sir Fred Phillips Prize for Law and Legal Systems in the West Indies
3. The Thorne de la Bastide Prize in Constitutional Law
4. The Reid Prize in Real Property
5. The Time Kendall, Q.C. Prize in the Law of Contract
6. The Christopher Blackman Prize in Trade Union Law
7. The Jack Dear Prize in Company Law
8. The Chancellor's Prize in Human Rights
9. The Sagikor Prize in Insurance Law
10. The Frederick Kelsick, Q.C. Memorial Prize in Revenue Law
11. The Joseph Archibald, Q.C. Prize in Public International Law
12. The Joseph Archibald, Q.C. Prize in Alternative Dispute Resolution
13. The Justice Nicholas O. Liverpool Prize in the Law of Trusts
14. Faculty Prizes for Parts I and II
15. Barbados Bar Association Prize for Part III
16. The Brenda Lewis Memorial Prize in Corporate Insolvency
17. The Dr. Trevor Carmichael Prize in General Principles of Private International Law
18. The Edmund Hinkson Prize in Commonwealth Caribbean Human Rights Law
19. The Michillini Family Prize for Legal Methods, Research and Writing I
20. The Michillini Family Prize for Legal Methods, Research and Writing II
21. The Melanie Kristin Price Foundation Prize in Intellectual Property
22. The Christopher Blackman Prize in Human Rights
23. The Sir Trevor Carmichael Prize in General Principles of Private International Law

**The award of scholarships and prizes is conditional and depends upon the availability of funding. There are also other University prizes which are available and this information can be obtained from the Student Affairs, Records Section.**

### Dean's List

Faculty Board, at its meeting of December 19, 2014, approved the creation of the Dean's List to honour students who achieved a semester GPA of 3.60 or above. Students are eligible for inclusion on the Dean's List as follows: Full-Time LLB students who achieve a semester GPA of 3.60 or above on the basis of a minimum of five (5) courses, and a Part-Time LLB students who achieve a semester GPA of 3.60 or above on the basis of a minimum of three (3) courses.

**THE LAW LIBRARY**

THE UNIVERSITY OF THE WEST INDIES

CAVE HILL CAMPUS

Address: The Faculty of Law Library

University of the West Indies

Cave Hill Campus

P.O. Box 64

Bridgetown, Barbados.

Website: <http://lawlibrary.cavehill.uwi.edu/index.html>**Professional Staff:**

Lt. Col. Junior Browne                      Cert IT, BSc Econ & Mgmt (UWI), LLB (Hons) (UWI); MA Lib & Info Sci (USF);  
Officer-in-Charge

Ms Waveney Webster                      BSc. Econ. Information and Library Studies, MSc (ILS) (Aberystwyth)

Ms. Sheldine Greene                      BSc. Management (UWI), MSc (ILS) (RGU)

**Telephones:**

Law Librarian                                      (246) 417-4250/51/53

Circulation Desk                                (246) 417-4245

Reference Librarian                            (246) 417-4246

Acquisitions Librarian                        (246) 417-4247

Workroom (Acquisitions)                    (246) 417-4248

Cataloguing Librarian                        (246) 417-4249

Fax: (246) 424-1318

E-mail: Administration - [lawlib@cavehill.uwi.edu](mailto:lawlib@cavehill.uwi.edu)

Acquisitions/ Cataloguing – [waveney.webster@cavehill.uwi.edu](mailto:waveney.webster@cavehill.uwi.edu)

Reference/Public Services - [pubserv@cavehill.uwi.edu](mailto:pubserv@cavehill.uwi.edu)

NB: Students and members of the public are not permitted to receive or make calls from the library. There is a pay phone in the students' recreation area for this purpose.

**Library Hours****SEMESTER**

Mondays - Saturdays                      9:00 a.m. - 11:00 p.m.

Sundays    12:00 p.m. – 8:00 p.m.

**SUMMER AND CHRISTMAS VACATIONS**

Mondays - Fridays                            9:00 a.m. 4:30 p.m.

Saturdays (Summer School)                9:00 a.m. - 1:00 p.m.

Sundays    Closed

**Temporary changes will be posted in advance on the Law Library's front door.**

### About The Law Library

The Law Library is centrally located within the Faculty of Law, and forms an integral part thereof. With modern and functional facilities and a rapidly developing collection of West Indian and other Commonwealth legal materials, it is considered the premier legal library in the region.

The book collection - its first volumes acquired by gift from the Attorney General of the West Indies Federation Library in mid 1970 - now numbers in excess of 125,000 volumes. Significant benefactors include the British Overseas Development Administration, the Canadian Bar Association, the Caribbean Law Institute (CLI), Ford Foundation, University of Virginia Law Library, York University Law Library, and most of the Commonwealth Caribbean Governments.

The collection can satisfy most of the ordinary research needs of the region. Its content reflects the West Indian common law legal heritage. Included are most of the statutes, law reports, texts, law revision commission reports, etc. of the major Commonwealth countries as well as a basic selection of American and civil law legal materials. Strong points are the English and Canadian sections. The Law Library subscribes to approximately 620 periodical titles and 400 law report, digest, statute and citator titles.

The collection's unique feature is the West Indian section, including approximately 50,000 unreported West Indian cases, theses, and research papers produced by staff and students. The library also has one of the most extensive collections of West Indian legislation in existence, including pre-1900 laws of the region which have been acquired on microfilm. The Law Library received substantial grants from the UWI Board for Graduate Studies and Research to fund this project in co-operation with the Department of History, the Main Library, Cave Hill, UWI, the Archives Department and the Barbados Public Library. Content lists to the laws on microfilm have been compiled.

The Library provides a legal reference service for practitioners and researchers in general, in addition to supporting the teaching programmes at the Faculty of Law where approximately 700 students, including postgraduate students, are registered. Since 2005 the Library has maintained CARILAW its own electronic database of regional cases. Access to this resource is now available via the Justis platform. The range of cases is from the mid 1950s to present with new cases being added on a weekly basis. The Library has access to several electronic resources which include Lexis Nexis, WESTLAW and Hein ONLINE.

### Library Security

A security officer is on duty during the Library's opening hours. The security officer may ask any person seeking entry into the library to identify himself/herself and to show material on leaving. UWI students and staff from faculties other than law (who may not be known to the security officer) are expected to present current valid ID cards on request.

Outside Users (non-UWI staff and students) need permission from the Law Librarian to use the Law Library. The names of persons who are given the necessary permission are included on a list which is kept by the security officer and updated on a two weekly-basis.

Briefcases and other large bags are not to be brought into the Law Library, but must be left in the bag bay which is on the right side of the main entrance door. Any bag larger than 9" x 12" is considered a large bag and the security guard may ask its holder to remove valuables and leave the bag in the bag bay, or in a locker.

Lockers are provided in the student lobby and are available for a rental of \$20.00 per year (2 semesters). Students must remove their locks from the lockers by June 15 or the locks will be removed by the Law Library.

Please note that personal printers and scanners are not allowed in the Library. Laptops are allowed.

### Conduct in the Library

- No eating, drinking and smoking in the Law Library.
- Sitting on tables, or propping feet on tables, chairs, etc. are forbidden.
- Students will be permitted to reserve a place for one (1) hour only. On expiry of that time, if the student has not returned to his/her place, another student may use the place vacated.
- Users are not permitted to use cellular phones in the Law Library.
- Users are not permitted to lock the computers when they leave computer stations. If they do so, staff will unlock the computers.
- Students are not permitted to tamper with the Law Library's property.
- Silence must be observed in the reading room. Any member of the Law Library's staff and the security guard may remind users of the need for silence.
- Please note that the bell will be sounded on any occasion that the noise level becomes too high.

### Handling of Library Books & Materials

- Reasonable care should be exercised when using library books and materials.
- No person should remove, destroy or mutilate any part of a book or other material belonging to the library.
- Marking publications with pen or pencil is prohibited.
- Stacking more than five volumes of reports or statutes on a desk for personal use will not be permitted.
- **Reports and statutes must be re-shelved after use.** Any steps necessary to alleviate the problem of **untidiness** in the library will be taken. This will include **CLOSING THE LIBRARY** for specified periods.

### Closing Time

The bell is rung twice before closing: the first bell at **40 minutes** before closing time and the second bell at **25 minutes** before closing time. No borrowing whatsoever will be allowed after the second bell. Readers are reminded that they must leave the Law Library by **ten (10) minutes** to closing time.

### Library Membership and Book Loan Eligibility

The Law Library is primarily a reference library. Its primary users are students and staff of the University, who must bring current UWI I.D. cards when registering. Other persons may use the Library with the permission of the Law Librarian.

Limited loan privileges are allowed as follows:-

**(1) Teaching Staff, Faculty of Law****(a) Professors/Senior Lecturers/Lecturers**

- Persons in this category may have on loan at any given time two (2) reserve items with red strips on an overnight or weekend basis.
- They may also have on loan up to eight (8) textbooks and treatises from the open shelves for up to six weeks.
- The total number of overnight and open shelf items which teaching staff may have on loan at any time is as follows:
  - Professors/Senior Lecturers/Lecturers - 10 items
- In addition, full time teaching staff may also borrow up to three bound volumes of law reports and periodicals on a two-hour per day basis for class use.

**(b) Part-Time Tutors**

- Persons in this category may have on loan at any given time a maximum of two (2) items from the reserve collection with red strips on an overnight or weekend basis.
- They may also have on loan at any given time a maximum of two (2) textbooks and treatises from the open shelves for up to two (2) weeks.

**(2) Professional Law Library Staff**

- Persons in this category may borrow up to two (2) items from the reserve section with red strips on an overnight or weekend basis.
- They may also borrow up to two (2) textbooks and treatises from the open shelves for up to two (2) weeks.
- The total number of overnight and open shelf items, which professional Library staff may have on loan at any time, is 4 items.

**(3) Postgraduate Students (Law)**

- Persons in this category may have on loan at any given time a maximum of two (2) items from the reserve collection with red strips on an overnight or weekend basis. They may also have on loan at any given time a maximum of two (2) textbooks and treatises from the open shelves for up to two (2) weeks.

**(4) Undergraduate Students (Law)**

- Persons registered as full-time law students and those pursuing a minor in law are permitted to borrow up to (2) items from the reserve collection. Other students with valid UWI ID cards are only permitted use of materials within the Library.

**(5) Law School Students**

- Graduate Law Students enrolled in the Eugene Dupuch, Hugh Wooding and Norman Manley Law Schools are required to pay a caution fee of Bds. \$50.00 which entitles them to borrow two (2) items only on an overnight basis from the reserve collection. This deposit will cover the two years' period at Law School.
- On July 1 following their final year at Law School, students must pay an additional \$100.00 to be registered as outside users until the end of that calendar year, if they work as private practitioners. If they are employed in a government department their names must appear on the outside users list submitted by the Permanent Secretary of the department and then no additional fee is payable.
- It will be assumed that students would have completed the Law School programme after two years, unless documentary evidence to the contrary is produced to the Law Librarian.

**(6) Teaching Staff (other than Faculty of Law, Cave Hill Campus)**

- Persons from other UWI Campuses are included in this category. To use the library, a valid UWI ID card must be given to the Security Officer on entry to the Library.
- However, no borrowing privileges or access to computers will be allowed.

**(7) Non UWI Students**

- Non-UWI tertiary level students from Barbados and elsewhere must obtain permission to use the Law Library from the Law Librarian. No borrowing privileges are allowed.