

# **ECCAM**

## **Guidelines for Applicants**

### **Cohort 3**



**ECCAM**  
Education for Climate Change  
Adaptation and Mitigation

**Intra ACP- Academic Mobility Scheme**  
**Lot 2 – Caribbean and Pacific**

[www.eccam.fnu.ac.fj](http://www.eccam.fnu.ac.fj)

<https://www.facebook.com/fnueccam>

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**INTRA-ACP  
MOBILITY**



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## ABOUT ECCAM

Fiji National University (FNU) is the coordinator of ECCAM project - Education for Climate Change Adaptation and Mitigation. The proposal has been approved by the European Commission within Intra-ACP (Africa, Caribbean and Pacific countries) academic mobility scheme. The project is coordinated by the Institutional Research & Planning Office at FNU and all relevant Colleges.

ECCAM is a mobility programme for academic cooperation between three higher education institutions in the Caribbean and Pacific regions. The Fiji National University (FNU) (as lead) has partnered with the University of Guyana (UOG) and the University of West Indies (UWI). The Associate Partner is the Iwokrama International Centre for Rain Forest Conservation and Development, in Guyana.

ECCAM provides Master and Doctorate scholarships as well as academic and administrative staff exchange among the consortium partners. The project is premised upon the leadership in social learning as a critical part of innovations for adaptation and mitigation of climate change. The project will look at climate resilient pathways and transformation by means of facilitating cooperation and recognition of studies at the postgraduate level.

The strategic objective of the project is to promote sustainable development and poverty alleviation by increasing the availability of trained and qualified high-level professional manpower in the Caribbean and Pacific countries. ECCAM will promote postgraduate education (MA & PhD level) which will increase competitiveness and attractiveness of the participating Universities.

### **The specific objectives are as follows:**

1. Provide access to higher education for economically and socially disadvantaged students, particularly from rural areas and remote islands.
2. Facilitate cooperation on recognition of interdisciplinary studies in the region.
3. Progressively improve the quality of higher education through promoting internationalism, harmonization of MSc and PhD programmes and curricula with partner institutions.
4. Enable qualified international students, academics and staff to benefit logistically, culturally and professionally from the experience gained in the context of mobility to another country, and
5. Promote inter-institutional cooperation between sending and host institutions and enhance medium to long-term educational, cultural and economic links between participating Caribbean and Pacific regional countries.

## ELIGIBILITY CRITERIA

ECCAM offers 60 scholarships at Master and Doctorate level for students and staff (both academic & administrative) at partner universities. There are two (2) Target Groups (TG) within ECCAM project:

	Participants	Type of mobility
<b>TG 1</b>	<ul style="list-style-type: none"> <li>✓ <b>Students</b> enrolled/registered in one of the ECCAM Partner Universities at the time of the application; OR</li> <li>✓ <b>Staff</b> (academic or administrative), employed full-time in one of the Partner universities at the time of the application</li> </ul>	<ul style="list-style-type: none"> <li>✓ Master (full degree and exchange)</li> <li>✓ Doctorate (full degree)</li> <li>✓ Academic and administrative staff mobility</li> </ul>
<b>TG 2</b>	<ul style="list-style-type: none"> <li>✓ <b>Students</b>, who are nationals of eligible Caribbean or Pacific Countries that have obtained a Degree from a non-partner University of the Caribbean or Pacific Countries.</li> </ul>	<ul style="list-style-type: none"> <li>✓ Master (full degree)</li> <li>✓ Doctorate (full degree)</li> </ul>

To be eligible for the scholarships, the applicants must fulfill **the following general criteria:**

**I. Be national of one of the eligible Caribbean or Pacific countries:**

Region	Countries
<b>Caribbean</b>	Antigua & Barbuda, The Bahamas, Barbados, Belize, Commonwealth of Dominican Republic, Grenada, Guyana, Haiti, Jamaica, St. Kitts & Nevis, Saint Lucia, St. Vincent & the Grenadines, Suriname, Trinidad & Tobago
<b>Pacific</b>	Cook Islands, Federated States of Micronesia, East Timor, Fiji, Kiribati, Nauru, Niue, Palau, Papua New Guinea, Republic of the Marshall Islands, Samoa, Solomon Islands, Tonga, Tuvalu, Vanuatu

**II. Fall under one of the Target Groups (TG).** The students and staff applying under **TG 1** should be enrolled/registered or employed full-time as a staff, or have obtained their Degree from one of the partner Universities:

- ◆ **Fiji National University**
- ◆ **University of Guyana**
- ◆ **University of West Indies**

**III. Have sufficient knowledge of the language of the courses or of one of the languages currently spoken in the host country.**

**IV. Additionally, the applicants must comply with the following criteria:**

<b>MASTER (FULL DEGREE)</b>	Have obtained a Bachelor degree issued by a university of one of the eligible country.
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<b>DOCTORATE (EXCHANGE)</b>	Have obtained a Master degree issued by a university of one of the eligible country AND be registered in a Doctorate/PhD programme during the time of the application at the university of the eligible country.
<b>ACADEMIC AND ADMINISTRATIVE STAFF</b>	Have a developed Working/Training Plan* that is relevant to the field of research/ work at the applicant's home institution. It is necessary to make sure that working/training activities are offered at the preferred host

**Note \*:** The templates of Study/Research Plan and Working/Training Plan are available at ECCAM website: [www.eccam.fnu.ac.fj](http://www.eccam.fnu.ac.fj)

## TYPES AND DURATION OF SCHOLARSHIPS

The types of mobility differ based on the target group:

### **Target Group (TG) 1:**

<b>Mobility type</b>	<b>Duration</b>	<b>Description</b>
<b>Master full</b>	24 months	Aimed at those who have completed Bachelor degree (no postgraduate diploma is required). The duration of the mobility is 2 academic years.
<b>Doctorate exchange</b>	12 months	Aimed at those who have completed Master degree. The duration is 3 academic years.
<b>Staff</b>	1 month	Aimed at academic staff (teachers, lecturers and researchers) and administrative staff (office workers, librarians, IT experts, members/ employees of administrative units, etc.) and offered for up to 1 month.

### **Target Group (TG) 2:**

<b>Mobility type</b>	<b>Duration</b>	<b>Description</b>
<b>Master full</b>	24 months	Aimed at those who have completed Bachelor degree (no postgraduate diploma is required). The duration of the mobility is 2 academic years.

## WHAT SCHOLARSHIP COVERS

The scholarship covers:

- Tuition fees (registration, library fees etc.)
- Travel cost (to and from the host University)
- Insurance (travel, health, accident)
- Monthly allowance + one-month settling-in allowance (students only)

<b>Master</b>	<b>600 EUR/Month</b>
<b>Doctorate</b>	<b>900 EUR/Month</b>
<b>Staff</b>	<b>1000EUR/Month</b>

### Please note that:

- I. **The scholarships are provided strictly for the successful candidates and do not cover costs of accompanying family members.**
- II. **Candidates can only apply to institutions outside of their home country.**

## STUDY PROGRAMMES

The ECCAM project emphasizes the Interdisciplinary Studies within the thematic fields of climate change adaptation and mitigation. The language of instructions will be English for all scholarship opportunities mentioned in the document titled "Programmes offered Cohort 3" in the ECCAM homepage, [www.eccam.fnu.ac.fj](http://www.eccam.fnu.ac.fj)

## APPLICATION PROCESS

### Preparation

Before submitting the application, the applicants are encouraged to read the guidelines thoroughly, check the eligibility criteria, explore websites of the partner universities and review the academic programmes offered. The applicants should also prepare supporting documents that are obligatory. The supporting documents vary according to the type and level of mobility. In addition to obligatory documents, the applicant can submit any other additional documents that will help to support his/her application. In case of any questions, the applicants should contact the ECCAM coordinator.

The **obligatory** supporting documents include:

<b>Doctorate exchange</b>	<ol style="list-style-type: none"> <li>1. Motivation letter (template available on the website)</li> <li>2. Learning Agreement (template available on the website). Document must be signed by ECCAM contact person at the home institution OR coordinator at the Faculty/Department at the home institution who will then also be responsible for recognition procedures</li> <li>3. CV/Resume</li> <li>4. Letter of Interest from Host University (template available on the website)</li> <li>5. Copy of passport (front biodata page biodata page – including photo and date of issue/expiry date)</li> <li>6. Proof of enrollment at the Master programme (Letter from academic office Etc.)</li> <li>7. 7. Copy of Official Transcripts or Record of Studies</li> </ol>
<b>Master full</b>	<ol style="list-style-type: none"> <li>1. Motivation letter (template available on the website)</li> <li>2. CV/Resume</li> <li>3. Letter of Interest from Host University (template)</li> <li>4. Copy of passport (front biodata page – including photo and date of issue/expiry date)</li> <li>5. Copy of Bachelor degree certificate</li> <li>6. Copy of Official Transcripts or Record of Studies</li> <li>7. Check the admission requirements of the host university and upload any additional documents if required by the host university.</li> </ol>
<b>Academic/ administrative staff</b>	<ol style="list-style-type: none"> <li>1. Motivation letter (template available on the website)</li> <li>2. Training/teaching or Research Plan (template available on the website)</li> <li>3. CV/Resume</li> <li>4. Letter of Interest from Host University (template)</li> <li>5. Copy of passport (front biodata page – including photo and date of issue/expiry date)</li> <li>6. Confirmation of employment (employment letter)</li> <li>7. Copy of the degree certificate (BA, MA, PGD etc.)</li> <li>8. Copy of Official Transcripts or Record of Studies</li> <li>9. Check the admission requirements of the host university and upload any additional documents if required by the host university.</li> </ol>

## Submission

Once all the information is prepared and compiled, the applicant should create a secure user login and password that will give access to the online Application Form available on ECCAM website. The deadline for the submission of the online applications is available on the website. Applicants are strongly advised to avoid the last minute submissions to avoid the system problems. Once the application is submitted, it cannot be modified, nor additional documentation can be uploaded.

### **The online applications are strongly encouraged!**

However, if it is impossible to submit the application online, the Word version of the application form can be downloaded from [www.eccam.fnu.ac.fj](http://www.eccam.fnu.ac.fj) . In this case, the applicant should fill out the application and send it together with **all supporting documents** to the **Coordinator ONLY** at [eccam@fnu.ac.fj](mailto:eccam@fnu.ac.fj) **before the deadline**.

**Please note, that any application and/or supporting document sent after the deadline will not be considered!**

## Evaluation and selection

After the application deadline, the consortium will review all received applications. Only completed applications will be considered for selection. The application is considered complete if the application has uploaded all the requested documents. A Selection Committee will be formed at each partner university to evaluate the applications.

The selection of the candidates will involve 3 steps:

### **1. Eligibility check and validation of documents by home university.**

The panel of three members at each university will be responsible for validation of all documents and the eligibility criteria established by all partner universities. For TG1 the eligibility check and validation will be done by the home institution. For TG 2 the Coordinator will validate the applications.

### **2. Evaluation of applications by host universities.**

A panel of at least three members at the host university, including at least one academic evaluator, will assess and score each application independently based on the criteria outlined below:

- **Masters:**
  - ✓ *Academic Achievement:* 43%
  - ✓ *Motivation:* 43%
  - ✓ *Language Skills:* 15%
- **Doctorate:**
  - ✓ *Scientific Achievement:* 33%
  - ✓ *Research project:* 33%
  - ✓ *Motivation:* 17%
  - ✓ *Language skills:* 17%
- **Academic/administrative staff:**
  - ✓ *Academic Achievement:* 33%
  - ✓ *Teaching/Workload Plan:* 33%
  - ✓ *Motivation:* 17%
  - ✓ *Language Skills:* 17%

After the evaluation of all applications the panel in each university will make recommendations to the Selection Committee.

### **3. Final review and selection.**

The Selection Committee will use scores of the independent assessment to award the scholarships. Where necessary, the committee may take into consideration the recommendations of HEIs in the country of origin. Preference will be given to excellent/very good applications that were graded 80% or higher in the evaluation phase by the host institution. The Selection Committee at the selection meeting will take into consideration the following scholarly attributes, or related factors:

- ✓ academic success;
- ✓ distribution of scholarships per country, type of mobility, duration and target group according to the budget approved by the EACEA;
- ✓ evaluation grading result;
- ✓ fair distribution of host institutions;
- ✓ gender balance.



After the final review of the applications, the selection and nomination will be finalized and submitted to the Steering Committee for final approval before the final results are announced and published on the website. Based on the comments of the Steering Committee, the final nomination and reserve lists will be created by the coordinator.

### **Communication of the results and appeal**

After the final approval by the Steering Committee, the results will be announced to all applicants by email.

The e-mail will include:

- ✓ The results of the selection
- ✓ Instructions for further steps (successful candidates)
- ✓ Other relevant information

Non-selected candidates will be informed about the possibility to appeal by email by the Coordinator. The applicants that do not agree with the selection results can appeal within two weeks after the email announcement of the final nomination results. Appeal document and information should be sent through the email [eccam@fnu.ac.fj](mailto:eccam@fnu.ac.fj).

## **ADMINISTRATIVE SUPPORT**

### **Travel**

The ECCAM Coordinator will be responsible for booking and paying the grantees' round trip ticket:

**TG1 - from the location of sending University to the hosting University premises.**

**TG2 – from the location of the origin to the hosting University premises.**

In case the home or host institutions are not located in a city with an international airport, the scholarship holders must keep all invoices of the local transportation, such as, for example, bus, subway, or train used to undertake the travel, so as to be able to submit a reimbursement request to the Coordinator. This request should be made as soon as possible, in a proper form that will be available online and should be accompanied by the scanned original invoices of payment. The original documents must be sent to the Coordinator that will analyze the possibility of reimbursement. In cases where longer stays are required (e.g. more than 10 months), it will not be possible to buy the round trip ticket immediately. Therefore, all reimbursement requests should be put on hold until the Coordinator can buy the return ticket and use the leftovers (or remaining funds) to reimburse other travel expenses.

Taxi expenses are strongly discouraged. The Coordinator will carefully analyze each expense, not considering eligible taxi expenses between cities if there is other less expensive means of transportation. All the reimbursements will be made considering the exchange rate of the day in which the expenses were done. In case the scholarship holders wants to change the flight dates for personal reasons this may be allowed, as long as the return date is not before the foreseen ending date of the programme of activities/mobility. In this case, all change fees for postponement or related changes should be paid by the scholarship holder and not by the project. Please note that no interruptions for vacations are allowed and it will not be possible to reimburse any further accommodation expenses or a vacation travel to the grantee's home country.

## **Insurance**

The Coordinator will arrange for insurance coverage according to the minimum requirements of the EACEA – Education, Audiovisual and Culture Executive Agency. The Coordinator is responsible for providing a comprehensive health, travel and personal accidents insurance valid in the host country. The insurance will be valid from the moment and place of departure to the mobility period until the return, when the mobility period is over.

## **Scholarships**

A scholarship contract (grant-holder agreement) that defines all the conditions, benefits and responsibilities related with the project implementation as well as the schedule of payments covered by the scholarships will be signed by the scholarship holder and the coordinating institution. Only after this document is signed will the scholarship be valid. This will be done directly by the host institution: the grantee will receive the first two payments in the first installment to help in the installation procedures. The following monthly scholarships will be paid into the grantee's bank account. Monthly subsistence allowance can only be paid as from the month of arrival and covers each full month of the mobility, based on academic grounds. For example: if a portion of a month is more than 15 days a full month allowance is to be paid (for example: for academic reasons the mobility duration is 9 months and 15 days only 9 months allowance should be paid, If the duration is 9 months and 16 days, then 10 months allowance should be paid.)

## **Recognition**

The home higher education institution of the ECCAM scholarship holder will guarantee the full academic recognition (including exams and other forms of evaluation) of the study/research period undertaken at the ECCAM Consortium partner, stipulated in the Memorandum of Agreement between the partners. This will also include recognition of any affiliation with research centers, (e.g with Associate Partner (Iwokrama International Centre for Rain Forest Conservation and Development), or other research centers that the student is affiliated with during his/her research program or project.

## **Management of scholarship funds**

### In case of interruption

A scholarship can be put on hold if the student has to temporarily leave the host institution following duly justified and well documented reasons (i.e. illness etc.). In that case the scholarship payment must be interrupted until he/she has returned to the host institution and can actively participate in the activities. If, despite a temporary absence, the scholarship holder can recover or catch up on the study/research without extending the originally agreed scholarship duration. The monthly allowances corresponding to the period of interruption could be paid to the candidate if agreed among the partners and duly notification is sent to the EACEA.

If the reasons are due to force majeure<sup>1</sup>, the absence of the scholarship holder would lead to an extension of the originally agreed eligibility period in order to finalize the mobility concerned. Hence, the Coordinator must send to the EACEA a duly substantiated written request to extend the eligibility period of the Grant Agreement in question. This request will be treated as an official amendment.

If the interruption is due to academic reasons, such as students having to study or carry out research or other activities for a short period at the home country or at other countries which are not the ones of the institutions included in the partnership, the monthly allowance is not paid for this period. Mobility flows are not allowed between institutions placed in the country of origin/nationality of the individual(s) concerned. The interruption can take place only after 6 consecutive months of study at host institutions.

### In case of drop-out

If a scholarship holder decides to withdraw before or during the study period, the partnership has the possibility to replace her/him, and retrieve a replacement from the reserve list, providing that it is within the deadlines for start of the mobility of the respective cohort. If such replacement is not possible, the remaining monthly allowance and participation costs could be reallocated to another scholarship holder.

### Information and support

Information on ECCAM project can be accessed at [www.eccam.fnu.ac.fj](http://www.eccam.fnu.ac.fj)

## **PARTNER UNIVERSITIES**

### **FIJI NATIONAL UNIVERSITY**

The Fiji National University (FNU) was formed in 2010 by the Government of Fiji by the merger of 7 Institutes. FNU is operating at 45 different sites in Fiji with an Office in Tonga and a Halls of Residence for the College of Medicine, Nursing and Health Sciences (CMNHS) in Honiara, Solomon Islands. The colleges are as follows:

1. College of Medicine, Nursing and Health Sciences (CMNHS)
2. College of Agriculture, Fisheries and Forestry (CAFF)
3. College of Engineering, Science and Technology (CEST)
4. College of Business, Hospitality and Tourism Studies (CBHTS)
5. College of Humanities and Education (CHE)
6. National Training and Productivity Centre (NTPC).

The University has a number of research Centers. These are:

1. Centre for Culture, Heritage (CCH)
2. Centre for Applied Economic Research (CAER)
4. Centre for Health Information, Policy and Systems Research (CHIPSR)
5. Pacific Research Centre for the Prevention of Obesity and Non-communicable Disease (C-POND)
6. Medical Research Laboratory
7. Pacific Sexual and Reproductive Health Research Centre
8. Centre for Water and Energy Engineering (CWEE)
9. Water Analysis Laboratory (WAL)
10. Centre for Sports Development and Elite Performance (CSDEP)

The Institutional Research & Planning Office implements ECCAM project has operational hub within the Colleges of Engineering, Science and Technology and The College of Agriculture, Fisheries and Forestry. The Centre is mainly responsible for facilitating research in sustainable technology as well as in implementing research outcomes for the development of Fiji and the Pacific region. Its current engagements are the areas dealing with climate change mitigation and community based adaptation, sustainable technology, renewable energy and sustainable agriculture, fisheries and forestry, agroforestry systems in the Pacific Island Countries and Territories.

In four years, FNU has established itself as the Nation's premier national university offering both higher education as well as technical and vocational education and training. Student numbers rose over this period from 14,002 students in 2010 to almost 32,000 in 2013. Over 1,800 staff, including 953 academic staff are located in campuses, Centres and operational units of Fiji National University.

## **Arrival**

Upon your arrival to Fiji, you will be issued a temporary visitor visa (short-term visa) allowing you to stay in Fiji for up to 60 days. Once you arrive to Campus, FNU Academic Office will inquire for the documents to proceed with your student visa/permit. All visa applications are to be lodged to the Fiji Immigration Department and it usually takes 2-3 weeks for them to process the student permit. The international students will be assisted by the FNU Liaison Officers in contacting Immigration Department regarding student visa inquiries only.

The following are the documents that you will need to present to FNU Academic Office upon arrival to Fiji:

1. **Copy of birth certificate (compulsory)**
2. **Bio-data page of Passport and passport (compulsory)**
3. **Medical clearance (valid for 6 months)**
4. **Police clearance (valid for 1 year)**
5. **Letter of Acceptance by FNU**
6. **2 Passport size photos**

### **Application**

FNU website, [www.fnu.ac.fj](http://www.fnu.ac.fj), includes documents which need to be filled to obtain the university offer letter (different from the Letter of Interest, required by ECCAM). The Application form for admission can be downloaded at <http://www.fnu.ac.fj/images/stories/ApplicationForms/application%20for%20admission.pdf> or students can apply online on the following website - <http://www.services.fnu.ac.fj/olss/Applications/Applicationnew.aspx>

Please note, all the required documents for an International student are similar to local student's requirement but a copy of their passport is an additional document which should accompany international student's application.

### **Accommodation**

Accommodation can be pre-booked for international students but the students should reach the University Hostel within the timeframe stated in the pre-booking arrangement. If the students fail to report on the date specified in the arrangement, then the hostel room is given to other students. International students have to fill form to request for accommodation when they are filling their application form. The Form for accommodation is attached in the application for admission form. For more information on campus accommodation please refer to the following website:

[http://www.fnu.ac.fj/index.php?option=com\\_content&view=article&id=2318&Itemid=872](http://www.fnu.ac.fj/index.php?option=com_content&view=article&id=2318&Itemid=872)

### **Orientation**

Course orientation will be done by the University Heads and the respective Colleges Academic Officers who is in-charge of briefing the students about the programme the student is enrolled in and the Units the students need to complete in the respective periods in order to successfully fulfill the requirements of that programme. Usually they also provide the programme breakdown in brochures and pamphlets. Therefore, all the academic support and other pertinent information about the programmes will be provided by the respective college offices.

The orientation of the locations of lecture theatres, tutorial blocks, workshop area, libraries, ICT laboratories, science laboratories, conveniences and other essential infrastructure will be done either by the campus coordinator, a senior lecturer or any designated person in this matter who knows everything about the respective campus. (Usually the final year students assist in orientation process). This is usually attended by all of the students (local & International) who are in year 1 (beginners). This orientation happens on the first day of the semester/trimester. This process is done in all of the campuses before the studies commence.

**ECCAM Team** - [eccam@fnu.ac.fj](mailto:eccam@fnu.ac.fj)

## UNIVERSITY OF GUYANA

The University was established by an Act of Parliament in April 1963. Its aim was 'to provide a place of education, learning and research of a standard required and expected of a University of the highest standard, and to secure the advancement of knowledge and the diffusion and extension of arts, sciences and learning throughout Guyana' (The University of Guyana Act, April 19, 1963). When classes commenced in October 1963, the University's main campus was originally sited on 127.5 acres of land at Turkeyen, approximately 8km east of the capital Georgetown. The Department of Extra Mural Studies was established in 1976 and upgraded in 1996 to the Institute of Distance & Continuing Education (IDCE). A second campus was created in 2000 at Tain, Berbice on 4.9 acres of land. From 2005, its sciences programmes were conducted at facilities constructed on 7.6 acres at John's (0.5 km east of Tain).

The University has now been in operation for forty six (46) years and up to 2009 had produced 28,083 graduates: 26,923 from Turkeyen and 1,160 from Tain. University of Guyana offers more than 60 undergraduate and post graduate programmes.

Seven Faculties and Schools:

1. Agriculture and Forestry
2. Health Sciences
3. Social Sciences
4. Natural Sciences
5. Technology
6. School of Education and Humanities
7. School of Earth and Environmental Sciences

### Application

The applicants may apply online (we encourage you to apply online as far as possible). [https://turkeyenonline.uog.edu.gy/srms/student/prospective/about\\_applying/howtoapply.html](https://turkeyenonline.uog.edu.gy/srms/student/prospective/about_applying/howtoapply.html)

For the online application, no application fee is required. However, all applicants would be required to pay a non-refundable processing fee of G\$500.00 (equivalent to 1.76 EUR for each programme choice listed on his/her application form. You can apply directly through the links Apply Online (Turkeyen) on the University of Guyana website: [www.uog.edu.gy](http://www.uog.edu.gy) . Alternatively, you can use the links on this web site "Prospective Students" or "Apply Online" to apply for Turkeyen Campus. You are allowed three programme choices on your online application. Your application process will only be completed when you hit the submit button and receive your acknowledgement letter

### Accommodation

Accommodation is provided for students at three facilities. Two of these facilities are University maintained / operated and one other is privately run.

These facilities are:

- New Building Society Halls of Residence (NBS)
- Dennis Irvine Halls of Residence (DIHR)
- Beharry Halls of Residence (Private but located on campus).

<http://www.uog.edu.gy/accommodation>

## UNIVERSITY OF WEST INDIES

In its more than 60 years of existence, UWI has evolved from a fledgling college in the Caribbean island of Jamaica with 33 students to a full-fledged University with over 45,000 students, approximately 9000 graduates annually and more than 120,000 alumni. This impressive network of UWI Alumni includes one Nobel Laureate, dozens of Rhodes Scholars and more than 18 current and former Caribbean Prime Ministers and Heads of State.

- Humanities & Education
- Engineering
- Medical Science
- Law
- Science & Agriculture

In 1943 the Vice Chancellors of United Kingdom Universities convened a special commission to "consider the principles which should guide the promotion of higher education, learning and research... in the colonies." The recommendations of that commission saw a Royal Charter formally establishing what was then the University College of the West Indies in 1948. The University of the West Indies which today boasts of being one of only two regional higher education institutions in the world began with one campus (Mona, Jamaica) at the historic Gibraltar World War II Camp acquired at a cost of £12,000.

In 1960 The UWI's second campus at St. Augustine was born out of a merger between the University College and the Imperial College of Tropical Agriculture (IATA) in the island of Trinidad. The two campus College remained affiliated with the University of London until 1962 when it became The University of the West Indies, an institution in its own right with the privilege of granting its own degrees.

What is today known as The Cave Hill Campus of The University of the West Indies started in 1963 as the College of Arts & Sciences in temporary quarters at the Bridgetown Harbour. On October 16, 1967 the College of Arts and Science at Barbados

opened the academic year at the new university buildings at Cave Hill, on a 45-acre site provided by the Government of Barbados. With the establishment of the Faculty of Law in 1970, the name of the Caribbean College was changed to the Cave Hill Campus of The University of the West Indies.

The UWI's fourth and newest Campus, the Open Campus was formally launched in June 2008 in Antigua and Barbuda. The Open Campus is an amalgamation of the previous Office of the Board for Non-Campus Countries & Distance Education (BNNCDE), the School of Continuing Studies (SCS), the UWI Distance Education Centre (UWIDEC), and the Tertiary Level Institutions Unit (TLIU all of which are direct descendants of the Department of Extra-Mural Studies. The UWI Open Campus offers multi-mode teaching and learning services through virtual and physical site locations across the Caribbean region. There are currently 42 site locations of the Open Campus in the region, serving 16 countries in the English-speaking Caribbean.

### **Application**

In order to study in the University of West Indies, you must have admission to the University. You can then enroll in particular program and courses through registration. All new students have to apply for admission. Once you are granted admission status, you will receive a letter of acceptance for admission from the Student Administration Office. After receiving the letter of acceptance, you pay the required fees and enroll in your chosen course (or courses).

### **Orientation**

The University in collaboration with the Schools may conduct an orientation program at the beginning of the academic year. Attendance at the orientation program is essential for all registered students. You must attend the orientation program at one of the five Open Campuses, preferably at one nearest to you.

**GOOD LUCK!**