



**UNIVERSITY OF THE  
COMMONWEALTH  
CARIBBEAN (UCC)**

*Fostering Leadership & Innovation*

**UCC Honours Programme  
Award of Scholarship Terms and Conditions**

**June 2019**

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**Academic Affairs Division  
Undergraduate Programmes**



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**University of the Commonwealth Caribbean  
Policy Approval and Revision Form**

<b>Policy/Procedure Title:</b>	UCC Honours Programme Award of Scholarship Terms and Conditions
<b>Policy/Procedure Number:</b>	AAS-06-2019
<b>Date Developed/Revised:</b>	June 2019
<b>Date Approved by Academic Council:</b>	June 2019
<b>Date Approved by Executive Council:</b>	June 2019
<b>Date of Next Revision:</b>	July 2021
<b>Contact:</b>	Admissions Committee
<b>Appendices:</b>	Appendix A - List of Prescribed Programmes
<b>Related Policies/Procedures:</b>	Mission and Vision Admissions Policy
<b>Position(s) Responsible for Adherence to Policy:</b>	Executive Chancellor, Institutional Effectiveness Director, Quality Assurance Manager, Institutional Records Manager/Supervisor, Executive Vice President of Academic Affairs (EVPAA)
<p><b>APPROVED BY: UCC Academic Council</b></p> <p>Name: Professor Bernadette Warner, Executive Vice President For Academic Affairs</p> <p><b>Signature:</b></p> <p><b>Date:           June 2019</b></p>	<p><b>APPROVED BY: UCC Executive Council</b></p> <p>Name: Professor Dennis J. Gayle, President/Executive Chancellor</p> <p><b>Signature:</b></p> <p><b>Date:           June 2019</b></p>



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## THE UNIVERSITY OF THE COMMONWEALTH CARIBBEAN

### TERMS AND CONDITIONS FOR THE AWARD OF SCHOLARSHIP UNDER THE UCC HONOURS PROGRAMME

#### **These Terms and Conditions apply to the UCC Honours Programme**

Please read the following Terms and Conditions before accepting the award of scholarship. By accepting your award, you certify that you have read and agree to comply by the terms and conditions listed below:

**Scholarship award:** You have been awarded a 25% scholarship on tuition fees only for the first year (equivalent to 45 credits) in a prescribed bachelor's degree (please see list in appendix A below). The scholarship does not cover textbooks. In addition to this 25% tuition scholarship, your award may include other financial assistance offered by external sources.

Furthermore, your scholarship award is subject to change and may be cancelled or adjusted if any of the conditions listed below exist:

- You have knowingly misrepresented or provided incorrect or false information.
- You change your programme of study to an ineligible programme.
- You are convicted for a criminal offence during the period of enrollment.

#### **IMPORTANT ELIBILITY REQUIREMENTS**

##### **Programme of study:**

- You must possess in one sitting, at least eight grade 1 passes at the CSEC General Proficiency level or GCE O'Level (A's only) including Mathematics, English. A third subject (Information Technology), is required for students pursuing is the B.Sc. in Information Technology. You must pass Information Technology at the CXC level or GCE with a grade 1 or an A in one sitting along with seven other CXC/GCE subjects including Mathematics and English. Proven interest in a social outreach or leadership programme is desirable.

- You must be 25 years of age or younger on the day of entry for the first day of classes.

- You must submit all documents required by the UCC Registry prior to admission. Evidence of passes at the required levels may be submitted after the date if results are pending.

May 13, 2019

- You must be fully admitted to one of the prescribed degree programmes (Appendix A). Changing your programme may negatively affect your scholarship eligibility.
- You must be enrolled as a full-time student (registered for a minimum of five courses or 15 credits per regular semester). Failure to register for the minimum required number of modules/credits may result in withdrawal of the scholarship award. Failure to attend classes will also affect your future eligibility.
- You must enroll in the semester for which you are initially offered admission. UCC does not guarantee that it will defer scholarship funding if you defer your acceptance to a later date.
- Your scholarship is tentative and may be adjusted or cancelled if you do not maintain a minimum grade point average (GPA) of 3.0 at the end of each semester. You may be placed on probation in the new term if your GPA falls below 3.0 for the previous term. During the new term you will be expected to perform well enough to improve your GPA to the minimum 3.0. If your GPA does not improve to the required level during the probationary period, the scholarship will be withdrawn.
- UCC expects you to complete your academic programme successfully and on time. Failure to do so will jeopardize your ability to remain in the UCC Honours Programme. You may take up to one semester of approved leave, provided you meet the deadlines for declaring your intent to leave and return from your leave as scheduled.
- Your scholarship funding ends after the first year/three semesters of the bachelor's programme.

#### **Payment of Fees and Financial Obligations:**

- You will be required to pay the remaining 75% of your tuition fees in full prior to the start of each semester/term.
- You will be required to make a non-refundable deposit to confirm your acceptance of an offer to study at UCC.
- You will be liable for late fees for all courses added to your class schedule after the designated registration period and for re-sit of courses.
- You will not be eligible to participate in registration for terms/semesters, unless all outstanding fees are fully paid up.
- If you withdraw before the end of the academic year except for exceptional extenuating circumstances (such as medical reasons, for which evidence must be provided) (Appendix B), you will be required to repay the equivalent scholarship funding.

The University of the Commonwealth Caribbean reserves the right to use your name and photograph in its advertisements or other promotional material.

I have read the scholarship terms and conditions and understand them in their entirety. By signing below, I declare that I agree to the terms and conditions outlined for the UCC Honours Scholarship programme.

Student signature.....

Date:.....

FOR OFFICIAL USE ONLY: ..... ..... .....
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## **UCC Honours Programme Award of Scholarship Terms and Conditions June 2019**

List of prescribed programmes eligible for the scholarship:

1. BSc. Tourism & Hospitality Management
2. BSc. Information Technology
3. BSc. Production & Operations Management
4. BSc. Logistics & Operations Management
5. BSc. Social Work
6. BSc. Applied Psychology
7. BSc. Entrepreneurship & Innovation
8. BA. Media & Communication
9. BSc. Criminology & Criminal Justice

Appendix B - Examples of Exceptional Extenuating Circumstances

1. current illness
2. serious personal problems
3. an accident
4. a recent death in the immediate family
5. a large and necessary increase in working hours or
6. other situations of equal gravity

N.B. Regular semester = (Fall/September and Spring/January)