



THE UNIVERSITY OF TRINIDAD AND TOBAGO

INSTRUCTIONS & INFORMATION APPLICATION FOR POST GRADUATE ADMISSION (M.Phil & PhD PROGRAMMES)

Applicants must read the instructions carefully before completing this 'Application for Post Graduate Admission'.

1. Application form must be filled out in **duplicate**.
2. The application form must be completed in **BLOCK LETTERS ONLY**.
3. The Application Form must be submitted with the following:
 - ✓ Non-refundable application fee of TT\$90.00 for applicants from Trinidad & Tobago, US\$15.00 for applicants from CARICOM and US\$25.00 for international applicants. Trinidad & Tobago applicants must make payments via bank deposits at any branch of FCB – Account #142-9625, prior to returning completed application forms. A bank copy of the deposit slip must be submitted with the application form. CARICOM and international applicants must make payments via international money order or international bank draft made payable to The University of Trinidad and Tobago.
 - ✓ One copy of Birth Certificate
 - ✓ One copy of **ALL** relevant certificates; tertiary level, etc.
4. Applicants must present **ORIGINAL** certificates upon acceptance.
5. Only **OFFICIAL** transcripts will be accepted. Transcripts must be mailed to the following address:

Department of Student Affairs
The University of Trinidad and Tobago
O'Meara Campus
Lots # 74-98 O'Meara Industrial Park
Arima
6. Application forms are available online at www.utt.edu.tt or can be collected at, returned to or mailed to the following locations:

The University of Trinidad and Tobago Point Lisas Campus Esperanza Road, Brechin Castle <u>COUVA</u>	The University of Trinidad and Tobago O' Meara Campus Lots 74-98 O'Meara Industrial Park <u>ARIMA</u>	The University of Trinidad and Tobago John Donaldson Technical Institute Wrightson Road <u>PORT OF SPAIN</u>
The University of Trinidad and Tobago San Fernando Technical Institute Toruba Road <u>SAN FERNANDO</u>	Office of the School Supervisor III Division of Education Standard's Building, 3 rd Floor Milford Road, Scarborough <u>TOBAGO</u>	
7. For any further information, please contact us at:

UTT, O'Meara Campus
Lots # 74-98 O'Meara Industrial Park, Arima
(868) 642 – 8888 Ext. 21077 or visit our website at www.utt.edu.tt
8. GATE is accessible by all citizens of Trinidad & Tobago. GATE covers 50% **tuition fee** for all post graduate programmes.
9. Applicants for all M.Phil and PhD programmes must contact The University of Trinidad and Tobago, Department of Student Affairs – Graduate Admissions at 642 – 8888 ext 21077 for an appointment.

Proposed Supervisor:

Name:

Position:

Proposed Supervisor Comments:

Recommended courses:

Course Code	Course Title	Credits

Signature of Proposed Supervisor

____ / ____ / ____
Year Month Date

18. Declaration and Signature

I hereby certify that the information that I have provided is accurate. I understand that any misrepresentation on my part may result in the rejection of my application or rescinding of my registration by the University of Trinidad and Tobago.

Signature of Applicant

_____/_____/_____
Year / Month / Date

FOR OFFICIAL USE ONLY

Documents Received	Receipt Information
<p><input type="checkbox"/> Birth Certificate</p> <p><input type="checkbox"/> Transcript</p> <p><input type="checkbox"/> Other (specify) _____</p> <p><input type="checkbox"/> Other (specify) _____</p> <p><input type="checkbox"/> Other (specify) _____</p> <p>_____ Documents checked by (Signature)</p> <p>_____ Date</p>	<p>Receipt # _____</p> <p>Received by _____</p> <p>Date Received ____/____/____ YY MM DD</p>

FOR OFFICIAL USE ONLY

Post Graduate Board		
<p>Comments:</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>		
<p>Approved by:</p> <p>_____</p>		
<p>Chairman of the Board</p> <p>_____ YY / MM / DD</p>	<p>Secretary to Board</p> <p>_____ YY / MM / DD</p>	<p>Member of Board</p> <p>_____ YY / MM / DD</p>