

## **Regulations for Specially Admitted Students**

In addition to the students admitted to courses leading to degrees, the Vice Chancellor may admit to the University as specially admitted students, for limited periods, persons who comply with the following regulations.

### **Special Admission**

The following persons are eligible for special admission:

- (1) Persons sponsored by governments or other employers to read certain courses, not for credit towards a University qualification, under a special arrangement.
- (2) Private individuals who wish to pursue and develop a particular area of intellectual interest.
- (3) Graduates of the University of the West Indies or of other recognised universities who wish to pursue a particular course or courses:
  - (a) to equip themselves for a particular job;
  - (b) to increase efficiency in the performance of a job;
  - (c) to satisfy entry requirements to a programme in this or another institution;
  - (d) to update or improve their knowledge in a subject.
- (i) Such students should be known as "specially admitted students".
- (ii) Applications for special permission must be made on the appropriate form.
- (iii) To be considered for entry as "specially admitted students", applicants should normally be matriculable.
- (iv) Those students who do not satisfy the requirements for entry to the University should provide satisfactory evidence of their previous studies. In appropriate cases they may be required to sit a special entrance examination. In the assessment of the qualifications of applicants due allowance shall be made for their maturity.
- (v) Specially admitted students shall be required to pay the appropriate fees as are in force.
- (vi) Such students shall be required to comply with the General Regulations for Students as are in force.
- (vii) Normally, a specially admitted student should be allowed to take no more than (12) credits in any given year; nor more than a total of 24 credits under this category of registration.
- (viii) Specially admitted students are permitted to write the University examinations appropriate to the course(s) they have been allowed to pursue.

- (ix) Their membership of the University shall be subject to satisfactory reports on their work and conduct.
- (x) The credits obtained through special admissions can be counted towards UWI certification and University programmes provided they have been obtained within such time limits as are set from time to time by the Institution.

### **Regulations for Occasional Students**

Persons who are recommended by a Head of Department may be admitted as Occasional Students to attend lectures and/or laboratory classes in that Department, as specified by the Head of Department, provided they comply with the following regulations:

1. Whilst attending lectures or other classes Occasional Students shall be subject to the disciplinary control of the University.
2. Such students shall pay fees as prescribed by the Bursar.
3. Such students shall obtain an appropriate Identification Card from the Registry to indicate that they have paid the necessary fees. If required they shall present this card at each class.