

NOTICE OF NEW FEES

The University of the West Indies, Finance and General Purposes Committee at its last meeting on May 05, 2014, approved the following fees for the Examinations and Records Sections effective August 01, 2014.

EXAMINATIONS SECTION	
Remark Request	BDS\$130.00 <u>per course</u> (NON-REFUNDABLE)
Replacement Certificate	BDS\$375.00
SITTING OF EXAMINATIONS OVERSEAS <i>(where approval has been granted)</i>	
(i) Normal registered Cave Hill students sitting Examinations at Campuses/UWI sites during normal examination sessions	BDS\$60.00 <u>per course</u> BDS\$100.00 <u>administrative fee</u> plus Courier fees <i>(Does not include fees which may be charged by the other Campuses/Sites)</i>
(ii) Supplementals/Resits (Summer)	BDS\$60.00 <u>per course</u> <i>(Does not include fees which may be charged by the other Campuses/Sites)</i>
PROCTORING OF EXAMINATIONS	
(i) for Non-UWI Universities/Institutions	BDS\$100.00 <u>per course</u> BDS\$100.00 <u>administrative fee</u> plus Courier and Invigilation fees
(ii) for UWI students from other UWI Campuses, <u>writing at Cave Hill</u>	BDS\$60.00 <u>per course</u> plus Courier fee <i>(Plus Invigilation fees outside of normal Examination Session)</i>
RECORDS SECTION	
Transcripts	BDS\$10.00 <u>per transcript</u>
Letters of Verification	BDS\$10.00 BDS\$5.00 (Additional Copies)
Additional Special Requests: Sending Documents with transcripts (Certified Letters, Forms)	BDS\$10.00
Certification of Documents (Certificates, Forms, etc)	BDS\$10.00 (up to maximum of 5 copies)
Completion of forms	BDS\$10.00
Outgoing Faxes: Local Overseas	BDS\$4.00 BDS\$8.00

COURIER FEES

Plus cost of service requested (if applicable)

Asia	BDS\$140.00
Africa	BDS\$140.00
Australia	BDS\$130.00
Caribbean	BDS\$80.00 BDS\$125.00 (FOR BELIZE)
Canada	BDS\$110.00
Europe	BDS\$120.00
USA	BDS\$100.00

UWI, Examinations Section
Cave Hill Campus 2014