

## 6.0 PROGRAMME OFFERINGS

### D5. DEPARTMENT OF MECHANICAL ENGINEERING

PROGRAMMES	DURATION	AWARD	ENTRY REQUIREMENTS
Automotive Engineering Mechanical Engineering	2 years	Associate Degree	General entry requirements for Associate Degree programmes which include CSEC English A and Mathematics and any three other subjects preferably - Physics, Technical Drawing, Mechanical Studies and Electricity.  In addition, all candidates who have not passed CSEC Physics would be required to register and successfully complete an access course in the subject area. **
Diesel Mechanics Foundations Motor Vehicle Mechanics Foundations	1 year	Certificate	Completion of Secondary School/functional literacy and numeracy skills or mature student (over 21 years) will be considered. <b>Interview required.</b>
Motor Vehicle Mechanics - Part II Refrigeration and Air Conditioning Systems -Part II	1 year	Certificate	Successful completion of relevant Foundations Programme or possession of other suitable qualifications/experience.

### E. DIVISION OF ARTS, SCIENCE AND GENERAL STUDIES:

#### CARIBBEAN ADVANCED PROFICIENCY EXAMINATIONS (CAPE):

Students must meet the College's General Entry Requirements (1.0). In addition, each of the following requirements must be met:

- Students must have CSEC Grades I or II in at least three of the five subjects they are offering as entrance qualifications.
- Of those five subjects, the Division will consider only one from among the group of Technical and Vocational Subjects, such as Technical Drawing, Food and Nutrition and Information Technology (Not offered at the Division of Arts, Science and General Studies)
- Non-CSEC qualifications will be considered on an individual basis.

Students will be advised about subject choices after they have been accepted into the Division. They should, however, note the following:

- Priority will be given to candidates who have obtained Grades I or II in the subjects they wish to study at Advanced Level.
- Where a subject is offered at CSEC, the Division will in most cases require a pass (usually at Grades I or II) in that subject as a prerequisite for entry to that subject at Advanced Level.
- Certain subject combinations may not be possible because of timetabling constraints.
- **All applicants are required to take Communication Studies in their first year and Caribbean Studies in their second year:**
- **All entrants are required to take three Advanced Level subjects, usually drawing at least two from one of the following groups:**

ARTS	NATURAL SCIENCES	SOCIAL SCIENCES
Digital Media French History Literature in English Spanish	Biology Chemistry Environmental Science Geography Physics Pure Mathematics	Accounting Economics Geography Sociology Management of Business Applied Mathematics (1 Unit)

### 7.0 FEE STRUCTURE FOR 2014/2015 IN EC\$

Please refer to the College's website at [www.salcc.edu.lc](http://www.salcc.edu.lc) for the 2014/2015 fee structure

#### DATES TO REMEMBER

**Application submission deadline:  
Monday, 31st March 2014 at 3:00 p.m.**

**Late Application deadline** for ONLY the Division of Agriculture, Division of Arts, Science and General Studies and some programmes in the Division of Technical Education and Management Studies

**Monday, 30th June 2014**

**Late application fee is \$40.00**

#### NOTIFICATION OF ACCEPTANCE

Notification of Acceptance for the following Divisions/Departments will be issued within the month of **July**:

Department of Health Sciences  
Division of Teacher Education and Educational Administration  
and specific programmes in the Division of Technical Education and Management Studies

Notification of Acceptance for the following Divisions will be issued within the month of **August**:

Division of Agriculture  
Division of Arts, Science & General Studies  
Division of Technical Education & Management Studies

For further information visit our website: [www.salcc.edu.lc](http://www.salcc.edu.lc)  
or call us at: 457-7300 ext. 5226/5229

**Information on application status will not be given over the phone.**



## SIR ARTHUR LEWIS COMMUNITY COLLEGE APPLICATION GUIDE – ACADEMIC YEAR 2014- 2015

### 1.0 GENERAL ENTRY REQUIREMENTS:

#### Associate Degree and Caribbean Advanced Proficiency Examinations (CAPE):

Passes in at least five (5) subjects at CSEC General Proficiency Level, including English A and Mathematics (Grades I, II, III) or GCE 'O' Level (Grades A, B, C) or a combination of both.

#### Certificate:

Entry requirements for certificate level programmes vary for the various programmes offered at the College (*See Certificate Level programmes offered according to Divisions/Departments for specific entry requirements*).

**(References to Grades III are to CSEC results obtained in or after June 1998.)**

**Persons who wish to offer Access courses as part of their entry qualifications are advised that most Access courses consist of two parts, both of which must be successfully completed. Please note that the Access course grade which is acceptable for entry is determined by the respective Division/Department.**

### 2.0 REQUEST FOR CHANGE OF APPLICATION/PROGRAMME:

A candidate, having submitted an application by the deadline date specified, may request a change in the programme applied for and shall pay a change of programme fee of \$10.00 upon submission of the request. Change of application forms are available at the Sir Arthur Lewis Community College.

**Deadline date** for submission of Change of Application/Programme form is **Monday, 30th June 2014.**

### 3.0 PROGRAMME OFFERINGS:

The College offers a range of programmes at the Certificate, Diploma and Associate Degree levels. College programmes are normally completed over a two-year period; however there are some Certificate programmes which are of one year's duration or less and the Associate Degree in General Nursing is of three years duration. Detailed information on programme offerings by Division/Department is shown overleaf.

#### Important Notice:

**Sir Arthur Lewis Community College reserves the right to:**

- (a) withdraw courses at any time;**
- (b) Change any of the following: fees, calendar, curricula, degree programmes, degree requirements and any other requirement related to an academic programme.**

**Change will become effective whenever the proper authorities so determine and will apply to both prospective students and those already enrolled.**

### 4.0 INTERVIEWS FOR COLLEGE PROGRAMMES:

Interviews for the College Programmes will normally be conducted during **May-June.**

### 5.0 APPLICANTS TO THE DEPARTMENT OF HEALTH SCIENCES:

Persons seeking admission to programmes within the Department of Health Sciences and who meet the academic qualifications are advised that the following are also required for entry: Pass the interview; pass the assessment of both oral and written communication skills; present two References from workplace supervisor or last employer; and/or the last educational institution attended; present a valid Police Record. All general entry qualifications must be attained by the deadline for submission of applications. Minimum age requirement for admission to the Department of Health Sciences: 18 years by 31st August 2014. Candidates must earn at least a "B" on any Access Course presented as an academic qualification for entry into the DHS programmes. Upon selection candidates would be required to: present a certificate of physical and mental fitness to practice.

6.0 PROGRAMME OFFERINGS

**A. DIVISION OF AGRICULTURE:**

PROGRAMMES	DURATION	AWARD	ENTRY REQUIREMENTS
General Agriculture	2 years	Associate Degree	General Associate Degree Entry requirements with at least any two Science subjects (except Human and Social Biology). All applicants who have not passed Chemistry at CSEC level are required to take the Access Chemistry course at the College by the summer of the application year. Applicants who require additional Science subjects should take advantage of Access Science courses offered at the Sir Arthur Lewis Community College during the <u>Summer</u> preceding their entry.
General Agriculture	1 year	Certificate	Applicants are required to have Grades I, II or III in English Language and at least three other (3) CSEC subjects which should include one Science subject. Mature students - <b>Interview required.</b> Previous involvement/study in Agriculture is an asset.

**B. DEPARTMENT OF HEALTH SCIENCES:**

General Nursing	3 years	Associate Degree	General Associate Degree Entry requirements for and at least one pure science subject (Biology, Chemistry and Physics preferred). No more than two (2) Access Courses; and, only one (1) Access Course in the compulsory subjects (English, Mathematics, Science) may be offered as entry qualifications. Eligibility to practice at clinical training sites in St. Lucia. <b>Interview required.</b>
Nurse Midwifery	1 year	Diploma	Successful completion of the General Nursing Programme from a recognized School of Nursing having completed the Regional Nursing Curriculum. Successful completion of all pre-requisites for programme or other required courses (effective 2003). Current License to practice as a registered nurse in St. Lucia. A minimum of one-year current post basic experience in a general hospital setting (maternal and infant nursing experience preferred). Current CPR Certification. Eligibility to practice at clinical training sites in St. Lucia. <b>Interview required.</b>
Health Aide Studies	1 Semester	Certificate of Completion	Functional Literacy and basic arithmetic ability; Pass the Department's assessment of both oral and written communication skills. Two References, One reference must be from the Learner's Supervisor or former employer or teacher; Certificate of Physical and Mental Fitness; <b>Cooperative (On the Job) Training</b> ; Recommendation by the employer; Eligibility to practice at clinical training sites in St. Lucia. <b>Interview required.</b>
Criminal Justice (Part-Time)		Associate Degree	General Associate Degree Entry requirements. Mature applicants without the entry qualifications may be considered for admission following an interview and the successful completion of relevant matriculation requirements. <b>Interview required.</b>
Social Work (Part-Time)		Associate Degree	General Associate Degree Entry requirements OR completion of the Social Work Certificate Programme. <b>Interview required.</b>
Social Work (Part-Time)		Certificate	Passes in 4 CSEC subjects or equivalent, including English A. Mature applicants, (at least 22 years old) without the above qualifications may be considered for admission following an interview and the successful completion of relevant matriculation requirements necessary to pursue College courses. <b>Interview required.</b>

**C. DIVISION OF TEACHER EDUCATION AND EDUCATIONAL ADMINISTRATION:**

Primary Education (Full-Time)	2 years	Associate Degree from Eastern Caribbean Joint Board of Teacher Education	At least Five (5) CSEC subjects (Grades 1 or 2; or Grade 3 from June 1998) or GCE equivalent These five subjects should include: - English A - Mathematics - History or Geography or Social Studies - Science - Integrated Science or Human & Social Biology or Agricultural Science or Chemistry or Biology or Physics - One other academic subject <i>(In addition, persons who do not have at least one pure Science subject at Grades 1 or 2 will be required to register and successfully complete a Science Access course)</i> <b>Preference will be given to persons currently employed as teachers. Interview required.</b>
Secondary Education (Full-Time)	2 years	Associate Degree from Eastern Caribbean Joint Board of Teacher Education	At least five (5) CSEC subjects (Grades 1 or 2; or Grade 3 from June 1998) or GCE equivalent These five subjects should include English A. In addition, applicants must have: - Two (2) 'A' Levels OR CAPE - 2 units OR an Associate Degree in Specialist subjects. <b>Subject Department may require additional requirements. Interview required.</b> For persons applying for the programme in Technical Vocational Education Training/ Industrial Arts the entry qualifications are: At least five (5) CSEC subjects (Grades 1, 2; or Grade 3 from June 1998) or GCE equivalent. These subjects should include English A, Mathematics, and at least one subject in the TVET/Industrial Arts area. Associate Degree in TVET subjects.

6.0 PROGRAMME OFFERINGS

PROGRAMMES	DURATION	AWARD	ENTRY REQUIREMENTS
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**D. DIVISION OF TECHNICAL EDUCATION AND MANAGEMENT STUDIES:**

**D1. DEPARTMENT OF BUILDING STUDIES**

Architectural Technology Construction Engineering Quantity Surveying	2 years	Associate Degree	General entry requirements for Associate Degree programmes which include CSEC English A and Mathematics and any three other subjects preferably - Physics, Chemistry, Technical Drawing, Building Technology, Integrated Science, Visual Arts and Woodwork. In addition, all candidates who have not passed CSEC Chemistry and Physics would be required to register and successfully complete an access course in the subject area.**
Carpentry and Joinery - Foundations	1 year	Certificate	Completion of Secondary School/functional literacy and numeracy skills or mature student (over 21 years) will be considered. <b>Interview required.</b>
Building Services - Part II Building Trades - Part II Carpentry and Joinery - Part II	1 year	Certificate	Successful completion of relevant Foundations Programme or possession of other suitable qualifications/experience.

**D2. DEPARTMENT OF BUSINESS AND SECRETARIAL STUDIES**

Applied Arts - Business Administration Applied Arts - Office Administration	2 years	Associate Degree	General entry requirements for Associate Degree programmes which include CSEC English A and Mathematics and preferably any three of the following subjects for the <i>Applied Arts - Business Administration Programme</i> - Principles of Accounts, Principles of Business, French/Spanish, Information Technology, EDPM, Office Administration and Economics; and preferably any three of the following subjects for the <i>Applied Arts - Office Administration Programme</i> - Office Administration, Office Procedure, French/Spanish, Information Technology, EDPM.  In addition, all candidates who have not passed CSEC French or Spanish will be required to register and successfully complete an access course in the subject area.**
Business Studies (Part-Time only at Morne Campus, Full-Time & Part-Time at Southern Extension Centre, Vieux-Fort)		Certificate	Passes in four CSEC subjects or equivalent, including English A and Mathematics. Mature applicants, (at least 22 years old) without the above qualifications may be considered for admission following an interview and the successful completion of relevant matriculation requirements.
Para Legal Studies (Part-Time)		Certificate	Applicants should have passes in at least four subjects at CSEC General Proficiency Grades I, II and III (after 1998) or the equivalent. A pass in English is compulsory. Sir Arthur Lewis Community College Access courses may be substituted for the foregoing. Mature applicants without the above qualifications but who have more than five years on-the-job experience in an institution where legal functions are performed, may be considered for admission after interview. In some cases, these persons may be required to register for Access courses to make up for deficiencies in certain areas.
Secretarial Studies (Part-Time only at Morne Campus, Full-Time & Part-Time at Southern Extension Centre, Vieux-Fort)		Diploma/Certificate	Passes in four CSEC subjects or equivalent, including English A and Mathematics. Mature applicants, (at least 22 years old) without the above qualifications may be considered for admission following an interview and the successful completion of relevant matriculation requirements.

**D3. DEPARTMENT OF ELECTRICAL AND ELECTRONICS STUDIES**

Computer Systems Engineering Electronics Engineering	2 years	Associate Degree	General entry requirements for Associate Degree programmes which include CSEC English A and Mathematics and any three other subjects preferably Physics, Chemistry, Electricity, Electrical Engineering Technology and Integrated Science.  In addition, all candidates who have not passed CSEC Physics would be required to register and successfully complete an Access course prior to pursuing courses for which Physics is a prerequisite.**
Electrical Installation	2 years	Certificate	Passes in four (4) CSEC subjects (Grade 1, 2, 3 or 4) or GCE equivalent. These four subjects should include: English A and Mathematics and two other subjects preferably Physics, Electricity, Electrical Engineering, Chemistry and Integrated Science.

**D4. DEPARTMENT OF HOSPITALITY STUDIES**

Food and Beverage Operations Hospitality Studies Travel and Tourism	2 years	Associate Degree	General entry requirements for Associate Degree programmes which include CSEC English A and Mathematics and any three other subjects preferably - Food and Nutrition, Spanish/French, One Business Subject and Social Studies.  In addition, all candidates who have not passed CSEC French or Spanish would be required to register and successfully complete an Access course in the subject area.**
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\*\* The Division encourages individuals to take advantage of the Access Courses that are being offered at the College in the summer and evenings, prior to their application. Candidates must earn at least a 'C-' grade on any Access course presented as an academic qualification for entry into any Associate Degree Programme.