SIR ARTHUR LEWIS COMMUNITY COLLEGE
SAINT LUCIA
SUSTAINABILITY | INNOVATION | ENTREPRENEURSHIP

APPLICATION GUIDELINES

2023-2024 ACADEMIC YEAR

1.0 GENERAL ENTRY REQUIREMENTS:

Bachelor's Degree, Associate Degree and Caribbean Advanced Proficiency Examinations (CAPE):

Admissions requirements for undergraduate programmes include passes in at least five (5) subjects at CSEC general proficiency level including English A and Mathematics Grades I and II before June 1998 and Grades I, II and III after June 1998, and/or

a. Aptitude examinations for example (General Education Diploma (GED), or Scholastic Achievement Test (SAT), or equivalent) plus evaluation of transcript.
b. Applicants whose secondary education was completed in a country other than St. Lucia must provide evidence of equivalent qualification.
c. Applicants must meet the requirements stipulated by the Academic Unit offering the programme of study under consideration.

Certificate:

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

(*References to Grades 3 are for CSEC results obtained in or after June 1998.)*

Access Courses:

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 prior to registration. Please note that the Access course grade which is acceptable for entry is determined by the respective Programme.

Persons who have attained SALCC qualifications should indicate that on their application to the College.

English Language Requirements:

a. The College requires successful applicants to demonstrate their ability to understand and express themselves in English. This includes reading, writing, speaking and listening;
b. If the applicant's first language is not English they are required to show satisfactory evidence of competency in English.

Mature applicants:

The College will consider for admissions as mature students, persons whose previous school performance, private study and/or recent work record and experience suggest a strong possibility of academic success. Such learning and/or experience must therefore be comparable in scope and extent to the prerequisites of the programme under consideration.

A mature student is defined as Individuals:

a. 21 years of age and older, whose previous school performance, private study, and/or recent work record and experiences suggest strong possibilities for academic success;
b. Who have relevant work experience;
c. Who have no secondary school, college or university level studies within the last five years;
d. Who shall also meet any other stipulated requirements of the Academic Unit offering the Programme of study under consideration.

2.0 INTERVIEWS FOR COLLEGE PROGRAMMES:

Programmes requiring an interview will be conducted during May**.**

3.0 PROGRAMME OFFERINGS

Students must meet the College's General Entry Requirements, (1.0).

A. DIGITAL HUMANITIES, NEW MEDIA AND CREATIVE INDUSTRIES

Programmes	Credential	Length	Campus	Practicum Type	Entry Requirements
Associate of Applied Arts Degree in Media & Digital Communications	AD	2 yrs	M	I	SALCC general entry requirements Grades I, II and III at CSEC level in Information Technology; English B would be an asset.
Associate Degree in Front End Web Development	AD	2 yrs	M	R	SALCC general entry requirements Grades I, II and III at CSEC level in Information Technology, EDPM, Visual Arts, Principles of Business and/or English B.
Associate of Applied Arts Degree in Animation & Design	AD	2 yrs	M	R	SALCC general entry requirements Grades I, II and III at CSEC level in Information Technology, EDPM, Visual Arts, Principles of Business and/or English B. Applicants can also gain entry through presentation of a digital media portfolio or action reel.
Associate Degree in Creative & Performing Arts	AD	2 yrs	M	I	SALCC general entry requirements Grades I or II at CSEC level in Theatre Arts/Visual Arts and English B.

B. ENGINEERING AND THE CIRCULAR ECONOMY

All students must have access to a laptop or desktop computer after hours. All Engineering students must have a computer with the following minimum requirements: CPU – Quad core 2.4 Ghz, RAM - 8 Gb, Graphic Card 2Gb of ram, Hard Drive - 1TB.

Programmes	Credential	Length	Campus	Practicum Type	Entry Requirements
Architectural Technology	AD	2 yrs	M	I	General College entry requirements or equivalent. Two of which must be Physics and Chemistry. The following courses would be an asset: Building Technology, Construction, Geography, History, Information Technology, Social Studies, Technical Drawing and Visual Arts.*
Automotive Engineering	AD	2 yrs	M	I	Required passes (Grades 1, 2; or Grade 3 from June 1998) in Mathematics, English A and Physics. <u>In addition, at least TWO of the following:</u> Building Technology, Chemistry, Construction, Electricity, Information Technology, Mechanical Studies, Technical Drawing and Visual Arts.
Mechanical Engineering	AD	2 yrs	M	I	
Computer Systems Engineering	AD	2 yrs	M	I	Required passes (Grades 1, 2; or Grade 3 from June 1998) in Mathematics, English A, Physics, Information Technology. <u>In addition, at least ONE of the following:</u> Electricity, Electrical & Electronics Technology and Chemistry.
Construction Engineering	AD	2 yrs	M	I	General College entry requirements or equivalent. Two of which must be Physics and Chemistry. The following courses would be an asset:

					Building Technology, Construction, Geography, Information Technology, Social Studies, Technical Drawing, Visual Arts and Woodwork.
Computer and Information Technology	AD	2 yrs	M	I	In addition to the general entry requirements for SALCC: CSEC passes in the following subject: • Information Technology
Electrical Engineering	AD	2 yrs	M	I	Required passes (Grades 1, 2; or Grade 3 from June 1998) in Mathematics, English A and Physics. <u>In addition, at least TWO of the following:</u> Electricity, Electrical & Electronics Technology and Chemistry.
Quantity Surveying	AD	2 yrs	M	I	Required passes (Grades 1, 2; or Grade 3 from June 1998) in Mathematics, English A and Physics. <u>In addition, at least TWO of the following:</u> Building Technology, Chemistry, Construction, Geography, Information Technology, Social Studies, Technical Drawing, Visual Arts and Woodwork. *

*** Applicants are encouraged 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.**

C. HEALTH, WELLNESS AND HUMAN PERFORMANCE PROGRAMMES

Persons seeking admission to Health, Wellness and Human Performance programmes 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 Health, Wellness and Human Performance is 18 years at the end of their first year of study. Candidates must earn at least a "B" on any Access Course presented as an academic qualification for entry into the Health, Wellness and Human Performance programmes. Upon selection, candidates would be required to: present a certificate of physical and mental fitness to practice.

Programmes	**Credential**	**Length**	**Campus**	**Practicum Type**	**Entry Requirements**
General Nursing	BSN	4 yrs	M	C	**Persons seeking admission to this programme shall meet the following entry requirements:** **1. Academic:** **Five CSEC Subjects** Grades 1, 2 or 3 after June 1998 or Grades 1 or 2 before June 1998 including three compulsory subjects: **English, Mathematics, Chemistry and two other CSEC subjects. Chemistry and one other access course along with three other CSEC subjects will be accepted.** **2. Minimum age requirement: 18 years at the end of the first year of studies.** **3. An Entrance Examination would be conducted prior to interview of applicants.** **4. Interview:** conducted for applicants whose application meet the academic requirements. Applicants are expected to display a keen interest in the programme and possess rudimentary knowledge of the field. An age

					related level of maturity and basic professionalism should be displayed. **Associate Degree to Bachelor of Science in Nursing**: Admission into the programme will be successful completion of a 3-year Associate Degree programme over the last 5 years or Registered Nurse (RN) in active practice with successful completion over 5 years.
Human Performance and Nutrition	AD	2 yrs	M	C	College Entry requirements.
Health Aide Studies	CC	1 Semester	M/S	C	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; Cooperative (On the Job) Training; Recommendation by the employer; Eligibility to practice at clinical training sites in St. Lucia. Interview required.
Public Health	AD BA	2 yrs 3 yrs	M M	I I	College Entry requirements including one science subject. (Integrated Science will be considered as a science).

D. SOCIAL SCIENCES AND THE KNOWLEDGE SOCIETY

Programmes	**Credential**	**Length**	**Campus**	**Practicum Type**	**Entry Requirements**
Economics Trade and Finance	AD	2 yrs	M	R	CSEC Grades I, II or III passes in English Language and Mathematics.
Environmental Studies and Climate Change	AD	2 yrs	M	I	CSEC Grade I, II or III passes in English Language and Mathematics or any other equivalent or higher qualifications.
Environmental Studies and Sustainability	BA	4 yrs	M	R/I	CSEC Grade I, II or III passes in English Language and Mathematics or any other equivalent or higher qualifications.
Sociological Thought and Change	AD	2 yrs	M	R	CSEC Grades I, II or III passes in English Language and Mathematics.

E. SCIENCE, TECHNOLOGY, INNOVATION AND SUSTAINABILITY

Programmes	**Credential**	**Length**	**Campus**	**Practicum Type**	**Entry Requirements**
Biology	AD	2 yrs	M	R	College entry requirements, as well as minimum of CSEC Grade III, or equivalent, in Biology and Chemistry.
Chemistry	AD	2 yrs	M	R	College entry requirements, as well as CSEC Grade III, or equivalent, in Chemistry and one other science subject. **Special Considerations**: CSEC Agricultural Science (double award) minimum Grade III is acceptable as qualification for other science subject.
Physics	AD	2 yrs	M	R	College entry requirements, as well as minimum CSEC grade III, or equivalent, in Physics and one other science subject

					Special Considerations: CSEC Agricultural Science (double award) minimum Grade III will be accepted as qualification for other science subject.
Environmental Science and Sustainable Development	AD	2 yrs	M	R	College entry requirements, as well as minimum of CSEC Grade III, or equivalent, in Biology and another science subject, or, minimum CSEC Grade III in Agricultural Science (double award) as well as minimum Grade III in one other science subject.
Pathways to Medicine	C	2 yrs	M	-	College entry requirements, as well as minimum of CSEC Grade III, or equivalent, in Biology, Physics and Chemistry.

F. BUSINESS INNOVATION AND SUSTAINABLE ENTREPRENEURSHIP

Programmes	**Credential**	**Length**	**Campus**	**Practicum Type**	**Entry Requirements**
Sustainable Business and Innovation **	AD	2 yrs	M/S	I	General College entry requirements or equivalent. One of which must be a Modern Language. The following courses would be an asset: Principles of Accounts, Principles of Business, Information Technology, Economics, Social Studies. Students MUST have access to a Computer.
Digital Business and Economy **	AD	2 yrs	M	I	General College entry requirements or equivalent. One of which must be a Modern Language. The following courses would be an asset: Principles of Accounts, Principles of Business, Information Technology, Economics. Students MUST have access to a Computer.
Administrative Office Management **	AD	2 yrs	M/S	I	General College entry requirements or equivalent. One of which must be a Modern Language. The following courses would be an asset: Office Administration, Electronic Document Preparation Management, Information Technology. Students MUST have access to a Computer.
Business Administration	BA	4 yrs	M	I	At least five (5) CSEC Subjects (Grades 1, 2 or Grade 3 from June 1998) or GCE/CAPE equivalent. The five subjects should include English A, Mathematics, Foreign Language, and two (2) Business Subjects from the following: Principles of Accounts, Principles of Business, Information Technology, Economics. Students MUST have access to a Computer.

G. SUSTAINABLE TOURISM AND HOSPITALITY

Programmes	Credential	Length	Campus	Practicum Type	Entry Requirements
Accommodations and Hospitality **	AD	2 yrs	M	I	Required passes (Grades 1, 2; or Grade 3 from June 1998) in English A, Mathematics, French OR Spanish and Food & Nutrition OR Social Studies and at least ONE of the following: Principles of Business, Principles of Accounts, Economics and Chemistry.
Tourism Studies and Sustainability **	AD	2 yrs	M	I	Required passes (Grades 1, 2; or Grade 3 from June 1998) in English A, Mathematics and French OR Spanish and at least TWO of the following: Principles of Business, Principles of Accounts, Economics, Geography and Social Studies.
Food and Beverage Operations **	AD	2 yrs	M	I	Required passes (Grades 1, 2; or Grade 3 from June 1998) in English A, Mathematics, Food & Nutrition, French OR Spanish and at least ONE of the following: Principles of Business, Principles of Accounts, Economics, Social Studies and Chemistry.
Culinary Arts** ***	AD	2 yrs	M	I	
Tourism and Hospitality Management ****	BA	2 PLUS 2 (AD+2yrs)	M	I	**Persons who already possessed an Associate Degree in Hospitality Studies; Accommodations and Hospitality; Tourism Studies and Sustainability; Travel & Tourism; or Food & Beverage Operations can matriculate into Year 3 of the Programme.**

** **In addition, all candidates who have not passed CSEC French or Spanish will be required to register for and successfully complete an access course in the subject area prior to registration.**

*** **The Culinary Arts Programme is only accessible after an application process and upon completion of the first semester of the Food & Beverage Operations Programme.**

**** **Mature students will be required to undergo academic and practical assessments as part of the application process.**

H. TEACHER EDUCATION AND EDUCATIONAL LEADERSHIP

Programmes	Credential	Length	Campus	Practicum Type	Entry Requirements
Primary Education	BEd	4 yrs	M	TP	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 - Science - Integrated Science or Human & Social Biology or Agricultural Science or Chemistry or Biology or Physics - One other academic subject (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 prior to registration) **Interview required.** **Persons who already possessed a UWI Associate Degree in Primary Education can matriculate into Year 3 of the Programme.**

TVET Education Home Economics Industrial Arts **Secondary Education:** Mathematics English Language Science Social Studies Business Modern Language	AD	3 yrs (part time) 2 yrs 3 yrs (part time)	M	TP	**For persons applying for the programme in Home Economics** 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 and Mathematics. In addition, applicants must have: - CSEC in Food & Nutrition or Clothing & Textiles and/or an Associate Degree in Hospitality Studies. **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 also Associate Degree in TVET subjects. Interview required and essay component. CSEC in Technical Drawing, Building Construction and or Associate Degree in Building Construction -**For persons applying for the programme in Secondary Education** 5 or more CSEC subjects (Grades 1 and 2) Two (2) 'A' Levels OR CAPE - 2 units OR an Associate Degree in Specialist subjects. Subject Department may require additional requirements. Interview required.
Early Childhood Development	C	1 yr	M	TP	Assessment of Prior Learning OR at least three (3) CSEC subjects (Grades 1 or 2; or Grade 3 from June 1998); Interview required.
Post Graduate Diploma in Education	D	1 yr	M	TP	Applicants must have a university degree or its equivalent in the specialisation which they teach with a G.P.A of at least 2.0. This specialisation must be clearly identifiable (based on official transcript details) and would be evidenced by proof of successful completion of at least eight courses, (equivalent of 24 credits) in the specialisation. The candidate MUST teach in the area of specialisation for the full duration of the programme. In addition to the SALCC online application, applicants must complete an online application via the UWI website: **https://www.cavehill.uwi.edu/gradstudies/apply-now/complete-your-application.aspx** by the University's deadline date - **31st March 2023**. Also, a UWI Non Refundable Application Processing Fee of BDS$30.00 (Bank Draft) must be payable to the University of the West Indies.

I. AGRI-ENTREPRENEURSHIP AND CLIMATE SMART AGRICULTURE

Programmes	Credential	Length	Campus	Practicum Type	Entry Requirements
General Agriculture	Associate of Applied Science	2 yrs	M	I	1. Post-secondary school students require a minimum of five (5) CSEC passes including Mathematics, English and Chemistry. **Students who do not have a pass in CSEC Chemistry will be able to do Access Chemistry courses to satisfy the requirements of the Programme.* 2. Mature students status – a person who has reached their 21st Birthday, with at least three years work experience in the Agricultural Sector will also be eligible for consideration. **Interview required.**
Climate Smart Agriculture (Crop Production)	Associate of Applied Science	2 yrs	M	I	1. Post-secondary school students require a minimum of five (5) CSEC passes (Mathematics and English required). CSEC passes in the following subjects would be an asset: Principles of Business, Agriculture, Chemistry or Biology. 2. Students who have completed the CVQs Crop Production I and Crop Production II also qualify to enter the programme provided they have English and Mathematics at CSEC (or through Pre-College). 3. Mature students status: a person who has reached their 21st birthday, with at least three years' work experience in the Agricultural Sector or are self-employed in the Agricultural Sector will also be eligible for consideration. **Interview Required.**

J. MODERN LANGUAGE LEARNING

Programmes	Credential	Length	Campus	Practicum Type	Entry Requirements
Modern Language: French	AD	2 yrs	M	R	Grade I, II or III at the CSEC level in French or DELF/DELE A2 level.
Modern Language: Spanish	AD	2 yrs	M	R	Grade I, II or III at the CSEC level in Spanish or DELF/DELE A2 level.

K. PRE-COLLEGE

<table>
<tr><th>Programmes</th><th>Credential</th><th>Length</th><th>Campus</th><th>Entry Requirements</th></tr>
<tr><td>THE CARIBBEAN ADVANCED PROFICIENCY EXAMINATIONS PROGRAMME (CAPE)</td><td>C</td><td>2 yrs</td><td>M</td><td>Students must meet the College's General Entry Requirements: 5 CSEC subjects including passes in Mathematics and English Language. Students must have CSEC Grades 1 or 2 in at least three of the following subjects that they want to pursue: Biology, Chemistry, Physics, Mathematics, Spanish, French, History, Literatures in English, Sociology, Spanish, French, except for Law which is not done as a CSEC subject in St. Lucia.
Non CSEC qualifications will be considered on an individual basis.
<u>Special Consideration</u>
The offerings are in blocked combinations. Students are expected to choose THREE subjects in ONLY ONE BLOCK. These subjects should be those that was done for the CSEC examination, except for Law which is not done as a CSEC subject in St. Lucia.
<table>
<tr><th>Block 1</th><th>Block 2</th></tr>
<tr><td>1. Biology
2. Chemistry
3. Physics
4. Mathematics - Applied
5. Mathematics - Pure
6. Spanish
7. French</td><td>1. History
2. Law
3. Literatures in English
4. Sociology
5. Spanish
6. French</td></tr>
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L. TECHNICAL AND VOCATIONAL EDUCATION AND TRAINING

Programmes	Credential	Length	Campus	Practicum Type	Entry Requirements
Air Conditioning Systems Foundations	C	1	M	-	Required passes (Grades 1, 2, 3 or 4) in Mathematics and English A. Mature students (25+) require interview and Prior Learning Assessment. Contingent on passing an interview.
Motor Vehicle Mechanics Foundations	C	1	M	-	Required passes (Grades 1, 2, 3 or 4) in Mathematics and English A and at least TWO other subjects. Mature students (25+) require interview and Prior Learning Assessment. Contingent on passing an interview.
Motor Vehicle Mechanics - Part II	C	1	M	-	Successful completion of relevant Foundations Programme.
Electrical Installation	C	2 yrs	M	-	Required passes (Grades 1, 2, 3 or 4) in Mathematics, English A and at least TWO other subjects including <u>at least ONE of the following:</u> Electricity, Electrical and Electronics Technology, Chemistry, Physics and Technical Drawing.

M. SOUTH CAMPUS

Please be advised that the following programmes offered through the South Campus will be delivered via a blended modality.

Programmes	Credential	Length	Campus	Practicum Type	Entry Requirements
Sustainable Business & Innovation**	AD	2 yrs (full-time) 5 yrs (part-time)	South (available both full-time and part-time)	I	See entry requirements for Section F. Business Innovation & Sustainable Entrepreneurship.
Administrative Office Management**	AD	2 yrs (full-time) 5 yrs (part-time)	South (available both full-time and part-time)	I	See entry requirements for Section F. Business Innovation & Sustainable Entrepreneurship.

** **In addition, all candidates who have not passed CSEC French or Spanish will be required to register for and successfully complete an access course in the subject area in order to receive full matriculation.**

N. PROFESSIONAL & LIFELONG LEARNING

Please be advised that the following programmes offered through the Department of Professional & Lifelong Learning will be delivered via a blended modality.

Programmes	Credential	Length	Campus	Practicum Type	Entry Requirements
Social Work	AD	2 yrs (full-time) 5 yrs (part-time)	M/S (available both full-time & part-time)	I	Five CSEC passes or equivalent including English A and Mathematics. **Applicants should be 18 years old by the end of the first year of admission.**
Criminal Justice	AD	2 yrs (full-time) 5 yrs (part-time)	M/S (available both full-time & part-time)	I	Five CSEC passes or equivalent including English A and Mathematics. **Applicants should be 18 years old by the end of the first year of admission.**

4.0 APPLICATION FEE

Applicants would be required to complete an online application via the College website at www.salcc.edu.lc and pay a **non-refundable application fee of EC$25.00**. Payment of fees could be made at any branch of the Bank of St. Lucia **(A/C# 904120789) or** via the **College's online payment portal at** https://epayment.salcc.edu.lc/ecommerce/products/short-course-details/student-application-fees using either a credit or debit card. **Applications would only be processed after confirmation of payment of application fees. Proof of payment should be sent to the email address at** oareceipts@apps.salcc.edu.lc

5.0 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 **EC$25.00** 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 **Friday, 28th April 2023.**

DATES TO REMEMBER

NOW AVAILABLE – ONLINE APPLICATION

For Online Applications visit www.salcc.edu.lc

Application submission deadline: Friday, 28th April 2023

For further information visit our website: **www.salcc.edu.lc** or call: 457-7300 ext. 5222 or 5226.
Information on application status will not be given over the phone.

IMPORTANT NOTICE:

Sir Arthur Lewis Community College reserves the right to:

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

Changes will apply to both prospective students and those already enrolled.

KEY

Credentials
AD- Associate Degree
BA – Bachelor of Arts
BEd – Bachelor of Education
BSN- Bachelor of Science Nursing
C- Certificate
CC- Certificate of Completion
D- Diploma

Practicum Type
C - Clinical
D - Design
I - Internship
R – Research
TP - Teaching Practice

Campus
M – Morne Fortune Campus
S – Southern Campus