



THE UNIVERSITY OF THE WEST INDIES
OPEN CAMPUS

OFFICE OF FINANCE

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IMPORTANT NOTICE TO ALL NEW AND CONTINUING STUDENTS OF TRINIDAD AND TOBAGO ELIGIBLE FOR GATE FUNDING

Dear Students

We welcome you to the Open Campus and for those of you continuing with us, welcome back.

We wish to alert you to some very important information which will have a significant financial impact on your course of study with us and urge you to take this notice seriously.

It is your responsibility to ensure that your GATE application form is submitted for each Academic year for the relevant semester/trimester within your programme of study and that you monitor your GATE application and notifications often and address any issues which may arise in a timely manner.

In order to complete your registration for Semester 1, 2015/2016 and all subsequent Semesters, you will be required to present proof of your GATE application through the GATE eService to your local Site, for ALL Semesters in prior Academic years up to and including Semester 1, 2015/2016, where applicable.

In the event you are unable to provide this information, you will be required to make your own arrangements to pay for your course/programme before your registration will be accepted and to avoid a *financial hold on your account.

You will be refunded any fees we subsequently receive from the GATE office in respect of applications submitted, after you have settled your account with us.

Your cooperation is anticipated and appreciated.

Office of the Chief Financial Officer

Open Campus

July 2, 2015

** A financial hold denies access to course registration and the Exams Section of the Open Campus Network, it will block your access to the courses in which you are currently enrolled and prevents you from access to all Open Campus services.*