



UWI

THE UNIVERSITY OF THE WEST INDIES
MONA CAMPUS

OFFICE OF STUDENT FINANCING

APPLICATION FOR UWI MONA FACULTY OF ENGINEERING BURSARIES

2021/2022

INSTRUCTION SHEET

- Please **read the instructions carefully** before completing the application form.
 - ALL applicants **MUST** be Jamaican.
 - Answer all questions, incomplete applications will not be processed.
 - Completed application forms should be submitted to the **Office of Student Financing, UWI Mona Campus** by the stipulated deadlines
 - Where income figures are required, gross amounts (amounts before tax) must be stated.
 - All amounts stated in the budget planner (page 5) must be in Jamaican Dollars.
 - Students are allowed to have **one(1)** award of any value **or** multiple awards where the sum total of the awards does not exceed the value of **tuition**
 - **The Referee's Affidavit must be signed, stamped (or sealed) and submitted** with all application forms. Kindly note the following persons from whom references may be obtained:
 - Senior member of the UWI academic and professional staff (e.g. Lecturer, Student Services' Development Managers, Senior Assistant Registrars)
 - UWI Counsellors (Health Centre)
 - Justices of the Peace
 - Ministers of Religion
 - High School Principal/Vice Principal/ Guidance Counsellor
- ** Referee's must know the applicant for a minimum of two (2) years and should be able to attest to the information provided by the applicant*
- References are valid for six (6) months.
 - **Do not** affix this sheet to the application when submitting.



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UWI ID #:			
Title	Last Name/Surname	First Name	Middle Name(s)
PLEASE TICK THE AWARD FOR WHICH YOU ARE APPLYING			
MONA FACULTY OF ENGINEERING BURSARY		<input type="checkbox"/>	
PRELIMINARY ENGINEERING BURSARY		<input type="checkbox"/>	

NOTE:

- Applications will not be processed without the completed referee’s affidavit-EMAIL ACCEPTED
- You are required to check your UWI (mymona) email for regular communication from OSF
- At the end of the application period students will receive an email acknowledging receipt of all applications

Applicable to Jamaicans without a first degree.
Completed application form must be submitted to the Office of Student Financing by August 31st.



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 2021/2022

BIOGRAPHIC PROFILE					
1. UWI ID #:			2. TRN :		
3a. Title	3b. Last Name/Surname	3c. First Name		3d. Middle Name(s)	
Former NAME <i>(If Applicable)</i>	4a. Title	4b. Last Name/Surname	4c. First Name		4d. Middle Name(s)
5. Name Type of Former Name: Maiden <input type="checkbox"/> (Prior to) Deed Poll <input type="checkbox"/> Other <input type="checkbox"/> Please Specify _____					
6. Date of Birth dd / mm / yyyy		7. Sex: Male <input type="checkbox"/> Female <input type="checkbox"/>		8. Marital Status	
9. Country of Birth			10. Nationality		
11. Are you a UWI Staff Member? Yes <input type="checkbox"/> No <input type="checkbox"/>			12. Are you a dependent of a UWI Staff Member? Yes <input type="checkbox"/> No <input type="checkbox"/>		
13a. Disability Yes <input type="checkbox"/> No <input type="checkbox"/>		13b. State Disability		13c. Are you registered with Jamaica Council for Persons with disabilities? Yes <input type="checkbox"/> No <input type="checkbox"/>	
14. Employment Status		15a. Employer Name (Company)		15b. Supervisor	
16. Employer's Address _____					
17. Employer's Telephone _____			18. Employer's E-mail Address _____		
19. High School Attended:					
CONTACT INFORMATION					
20. Permanent Address			21. Term/Mailing Address (if you reside on Hall please provide full details)		
Apt./Street/P.O. Box _____			Apt./Street/P.O. Box _____		
_____			_____		
City/Town	Country	Home Phone	City/Town	Parish	Country
22. E-mail Address		23. Cellular Phone #	24. Contact #1		25. Contact #2

ACADEMIC PROFILE

PLEASE STATE YOUR MAJOR/OPTION: _____

26. Enrolment Status Full Time [] Part Time []	27. Current Level/Year of study Preliminary [] Year 1 [] Year 2 [] Year 3 []	28. Country of Responsibility	29. Expected Date of Graduation
30. Campus Location Mona Kingston [] Mona WJC []	31. Hall of Residence (<i>Residing</i>)	32. Hall of Residence (<i>Attachment</i>)	
33. Have you applied for the Student Exchange Programme? Yes [] No []			
34. Have you been awarded a Scholarship/Bursary tenable at UWI Yes [] No []			
34a. If Yes, state name of Award _____		34b. Value \$ _____	

PARENTAL INFORMATION

35. Mother [] Stepmother []	44. Father [] Stepfather []
36. Name	45. Name
37. Address _____ _____ _____	46. Address _____ _____ _____
38. Telephone (W)	47. Telephone (W)
39. Telephone (H)	48. Telephone (H)
40. Occupation	49. Occupation
41. Employer	50. Employer
42. Salary \$ _____ Weekly - [] Fortnightly - [] Monthly - [] Annually - []	51. Salary \$ _____ Weekly - [] Fortnightly - [] Monthly - [] Annually - []

SPOUSAL INFORMATION

52. Name
53. Address (If Different from Applicant's Permanent Address) _____ _____ _____ _____
54. E-mail Address
55. Telephone (H)
56. Telephone (W)
57. Occupation
58. Employer
59. Salary \$ _____ Weekly - [] Fortnightly - [] Monthly - [] Annually - []

APPLICANT'S DEPENDENTS

60. Name	61. Age
62. Name of Child's School	
63. Name	64. Age
65. Name of Child's School	
66. Name	67. Age
68. Name of Child's School	
69. Other Dependent Children? Yes [] No []	

70. Work Experience

Indicate jobs held within last five years (including summer employment)

Name of Organisation	Position Held	From	To	Salary /month
		dd / mm / yyyy	dd / mm / yyyy	
		dd / mm / yyyy	dd / mm / yyyy	
		dd / mm / yyyy	dd / mm / yyyy	
		dd / mm / yyyy	dd / mm / yyyy	
		dd / mm / yyyy	dd / mm / yyyy	
		dd / mm / yyyy	dd / mm / yyyy	
		dd / mm / yyyy	dd / mm / yyyy	
		dd / mm / yyyy	dd / mm / yyyy	
		dd / mm / yyyy	dd / mm / yyyy	
		dd / mm / yyyy	dd / mm / yyyy	
		dd / mm / yyyy	dd / mm / yyyy	

71. Co-Curricular Record (On Campus)

Clubs/Societies	Position Held	From	To
		dd / mm / yyyy	dd / mm / yyyy
		dd / mm / yyyy	dd / mm / yyyy
		dd / mm / yyyy	dd / mm / yyyy
		dd / mm / yyyy	dd / mm / yyyy
		dd / mm / yyyy	dd / mm / yyyy
		dd / mm / yyyy	dd / mm / yyyy
		dd / mm / yyyy	dd / mm / yyyy
		dd / mm / yyyy	dd / mm / yyyy
		dd / mm / yyyy	dd / mm / yyyy
		dd / mm / yyyy	dd / mm / yyyy
		dd / mm / yyyy	dd / mm / yyyy
		dd / mm / yyyy	dd / mm / yyyy

72. Co-Curricular Record (Off Campus- church & community organisations included)

Name of Organisation/Group	Position Held	From	To
		dd / mm / yyyy	dd / mm / yyyy
		dd / mm / yyyy	dd / mm / yyyy
		dd / mm / yyyy	dd / mm / yyyy
		dd / mm / yyyy	dd / mm / yyyy
		dd / mm / yyyy	dd / mm / yyyy
		dd / mm / yyyy	dd / mm / yyyy
		dd / mm / yyyy	dd / mm / yyyy
		dd / mm / yyyy	dd / mm / yyyy
		dd / mm / yyyy	dd / mm / yyyy
		dd / mm / yyyy	dd / mm / yyyy
		dd / mm / yyyy	dd / mm / yyyy
		dd / mm / yyyy	dd / mm / yyyy
		dd / mm / yyyy	dd / mm / yyyy

BUDGET PLANNER (TO BE COMPLETED IN JMD)

73. Budget (projection of income & expenses) for academic year **2021/2022** – Use gross amounts for proceeds from employment

Expenses (\$)		Income/Resources (\$)	
78. Tuition Fees	_____	87. Present Bank Balance (student)	_____
79. Books and Supplies	_____	88. Spouse's Contribution	_____
80. Accommodation		89. Family Contribution	_____
Hall of Residence	_____	90. Contribution From Other Sources	_____
Off Campus	_____	91. Proceeds From Employment	_____
81. Food	_____	92. Awards (e.g. Scholarships, Bursaries)	
82. Clothing	_____	Name of Award	Value
83. Toiletries	_____	a. _____	(\$) _____
84. Transportation		b. _____	(\$) _____
To and From UWI	_____	c. _____	(\$) _____
Field Trip	_____	93. Tuition Loans (e.g. SLB etc.)	Value
85. Other school expenses (e.g. laptop)		a. _____	(\$) _____
Item	Cost (\$)	b. _____	(\$) _____
a. _____	_____	94. Grants	
b. _____	_____	a. _____	(\$) _____
c. _____	_____	b. _____	(\$) _____
d. _____	_____	95. Other Income/Resources	_____
86. Total Expenses	=====	96. Total Income/Resources	=====

97. Shortfall (Subtract Total Expenses from Total Income)

NB:
Gross amounts (amounts before tax) must be stated.
All amounts stated must be in Jamaican Dollars.
Assume nine months for the academic year (ie calculate one month's expense and multiply by 9 to complete the budget-except for tuition and miscellaneous fees. Use the actual UWI fees)
For Tuition fees at item 78 of the form please add the UWI tuition and miscellaneous fees and use that figure

98. Academic distinctions and/or prizes received:

99. State reasons for applying:

100. State your career goals and the contribution you intend to make towards the development of your community or country:

101. PREVIOUS ASSISTANCE RECEIVED FROM THIS OFFICE (IF APPLICABLE)

DONOR	YEAR	AMOUNT (\$)

102. I confirm that all information provided in this application is correct and acknowledge that any incorrect information provided will be grounds for the application to be rejected:

Applicant's Signature

Date (DD/MM/YYYY)

Assessment Committee's Decision

REFEREE'S AFFIDAVIT

NAME	Last Name/Surname	First Name	Middle Initial(s)
Address _____ _____			
Telephone (H)	Telephone (W)	E-mail Address	
In what capacity are you signing		Name of Employer/Business	
Name of STUDENT being recommended		Student ID #:	
Student Email Address:			
How long have you known him/her?	Year(s)	Month(s)	
What do you know of the applicant's family? _____ _____			
What do you know about the co-curricular activities of the applicant? _____ _____			
To your knowledge, is this person experiencing financial difficulties? Yes [] No [] If 'yes' please explain: _____ _____ _____			
Would you regard the student as someone with integrity? Yes [] No [] If 'yes' please explain: _____ _____			
Is there any other pertinent information that you think we should know? Yes [] No [] If 'yes' please explain: _____ _____			
I hereby declare that the information provided above and by the applicant is to the best of my knowledge true.			
Signed _____		Date dd / mm / yyyy	

N.B.

- This form should be completed by the following persons: Senior members of the UWI academic and professional staff (e.g. Lecturer), Student Services and Development Managers, UWI Counsellors (Health Centre), Justices of the Peace, Ministers of Religion, High School Principals/Vice Principals/Guidance Counsellors.
- NO OTHER REFERENCE WILL BE ACCEPTED
- Referees must know the applicant for at least two (2) years and should be able to attest to the information provided by the applicant. All referees must affix the official stamp of their office / department / organization. Justices of the Peace (JP's) must affix their official seal provided by the Government.