

LOCAL AND INTERNATIONAL VERIFICATION REQUESTS (ECFMG/FCVS etc.)

Please note that if you have made applications to these verification bodies, it is your responsibility to keep in contact with the Dean's Office to find out when documents are sent to us and the processing fees.

Kindly note that these are the current fees which are subject to change:

- For every form the Dean's signature is affixed to – (JA\$1,000.00)
- To verify a copy of degree – (JA\$1000.00/copy)
- Courier service - to be determined at the time of payment. This is based on DHL's fees. You also have the option of using another courier service of your choice.
- Requests for transcripts are made via the Examinations Section on campus. It can be done:
 - a. Request and Payment can be done online or
 - b. At the cashier on Campus.

When the transcript request is made kindly indicate to us – on the request form – if we are responsible for sending it off.

ALL PAYMENTS ARE TO BE MADE AT THE DEAN'S OFFICE, UNDERGRADUATE SECTION AT THE FMSTRC – LEVEL 5.