



THE UNIVERSITY OF THE WEST INDIES

Occupational and Environmental Safety and Health (OESH) Programme

Chemistry Department

2 Plymouth Crescent

Mona Campus, Kingston 7, Jamaica

Tel.: 1-876-927-1910; 1-876-512-3100; 876-977-1834; Fax: 1-876-977-1835

REGISTRATION FORM FOR OESH PROFESSIONAL DEVELOPMENT COURSES

Please fill in and return to register for training courses.

Personal Information

Name _____

Last/Family Name

First Name

Title/Position _____

Agency/Company _____

Address _____

City/Town _____ Parish _____ Country _____

Email _____

Preferred

Other

Business Phone _____ Cell phone _____

Other Phone _____ Fax _____

Dietary Needs

Please indicate any special dietary requirements _____

Courses

Please select course(s):

- M101 - Essentials of Occupational Safety and Health (30 hours)
- M102 - Conducting Workplace Inspections (6 hours)
- M103 - Accident Investigations (6 hours)
- M104 - Hazard Recognition, Evaluation and Control (6 hours)
- M105 - Permit-Required Confined Space
- M106 - Control of Hazardous Energy
- M107 - Train the Trainer

Registration Policy

Registration forms must be completed and returned along with proof of payment no later than

ONE WEEK prior to the start of the course. Registration will not be confirmed until full

payment has been received. You will be notified by email when registration is completed.

Email: oesh@uwimona.edu.jm or Fax to **1-876-977-1835**



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Payment Options

Fees may be paid at the Bursary Cashier, Main Administrative Complex, UWI Mona Campus.

The normal opening hours for the Bursary cashier are Monday to Friday, 9:00 a.m. to 3:00 p.m.

Payments can be made using:

- Cash (not exceeding J\$20,000.00)
- Debit Cards
- Credit Cards – UWI accepts all major credit cards
- Cheques – Only Manager's Cheques and Certified Cheques are accepted.
- Personal Cheques are NOT accepted by the University.
- Approved local debit or credit card.

INVOICE DETAILS

Name _____

Agency/Company _____

Address _____

City/Town _____ Parish _____ Country _____

Email _____

Business Phone _____ Cell phone _____

Other
Phone _____ Fax _____

Refund Policy

1. The UWI OESH Programme will charge a **35% processing fee per person** for all cancellation notices 4 working days prior to the start of the course.
2. There will be **NO REFUNDS** for cancellation notices received **three working days** prior to the start of the course or after its commencement.
3. The UWI OESH Programme reserves the right to withdraw and cancel undersubscribed courses and will refund 100% of fees paid.