



THE UNIVERSITY OF THE WEST INDIES

MONA CAMPUS
KINGSTON 7, JAMAICA

Faculty of Social Sciences (FSS)

Summer School 2010/2011

Information Guide

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The University of the West Indies, Mona
Faculty of Social Sciences
June 1 – July 15, 2010
Summer School 2010/11

1. Summer School Overview

Summer School 2011 for the Faculty of Social Sciences (FSS) will run from June 1 - July 15, 2011, inclusive of the examination period. The Weekend School Summer Programme will however, commence on May 28, 2011 and end on July 30, 2011.

Credits for courses passed will be granted to registered UWI students only. Students who register in the Summer School Programme are subject to *all Faculty and University regulations*. Students are reminded that the Summer School programme is **OPTIONAL**. Students should therefore be cognizant that arrangements made during Semester 1 or Semester 2 do not necessarily hold during the summer period.

Courses that are not fully subscribed will not be offered. To be fully subscribed, a course should have a minimum of twenty five fully paid up students by May 31, 2011. *Students outside the Faculty of Social Sciences are required to consult their respective faculties for required approval before registering for any FSS Summer School course.*

2. Who Can Register

The following categories of students are eligible for admission to the Summer School:

UWI Students:

- Registered students of the University who wish to repeat any of the courses offered.
- Registered students of the University who have not taken the course(s) previously but fall into one of the following categories:
 - Students of the University who have not yet completed the requirements for the degree, diploma or certificate programme for which they are registered.
 - Registered UWI students from other UWI campuses.
- Students of the University who have been granted (a) leave of absence for Semester 1 and/or 2 preceding the Summer School, or (b) deferral of entry. Such students should register at the start of the Summer School, for Summer School **only**. Students who are on leave of absence for an entire year and who wish to do summer school are required to pay miscellaneous fees

Non-UWI Students:

- Other persons, who are not students of the University, who are eligible to matriculate at either the normal or lower level are eligible for admission to the Summer School Programme. (These students must register in the **Summer School programme** and also with the **Admissions Section** of the University as **Specially Admitted Students**).

3. Students' Summer School Calendar

Date	Activity
April 28	Online Registration Site Opens
May 24- May 31	Normal ADJUSTMENT to registration (normal registration period)
June 1	Deadline for payment of fees
June 1	ALL Classes begin
June 1-7	Late Registration/ Add/Drop One time Late fee of \$1000
June 7	Online site closed to students. Applications for changes to registration should be made through the Faculty office. <i>There is NO guarantee that late requests will be granted.</i>
June 7	All LATE payments must be completed by this date. Failure to do so will result in Course De-registration and course cancellation.
June 25	De-registration. If a student has been de-registered they will not be allowed to do final exams. There will be no reinstatement of de-registered courses. <i>De-registration means that courses are removed from a student's record.</i>
June 14-18 2011	Mid-Semester Exams
June 21	Deadline for Academic Board Approval for adjustments to Registration
JUNE 28-JULY 2	Course Evaluations
JULY 15	ALL CLASSES END
JULY 18-30	SUMMER SCHOOL EXAMINATION

4. Academic Integrity

Students have the responsibility to know and observe the Regulations of The University of the West Indies and the Faculty of Social Sciences. Additionally the regulations prohibit plagiarism, falsification of information and academic dishonesty. All university and faculty regulations are in force during the Summer School programme.

5. Attendance

A **MINIMUM ATTENDANCE OF 75%** of Lectures/Tutorials is required. The teaching materials and course outlines are available at the beginning of the Summer School Programme and also upon request. Please contact your department's summer school coordinator or the departmental summer school web-site for further information.

6. Course Selection and Registration (UWI Students)

- A student is deemed to be fully registered for the Summer Programme when the student has fulfilled his/her financial obligations to the University.
- All Faculty of Social Sciences Students should register for no more than two (2) courses in summer school 2011.
- All Faculty Bulletins, Notices, Information Guide, Course Timetable and Registration materials for Summer School 2011 will be available online and through the departmental

offices.

- d. *Course Selection will be carried out via the Internet at the Web site-*
http://sas.uwimona.edu.jm:9010/pls/data_mona/twbkwbis.P_GenMenu?name=homepage
- e. Tuition Payment can be made at the Bursary Cashier, NCB, BillExpress, PayMaster or via UWI *eCommerce* at <https://eservices.mona.uwi.edu/finserv/tuition/>.
- f. More information can be found at <http://www.mona.uwi.edu/admissions/fees/>
- g. Payments can be made by cash, Manager's Cheque, Credit or Debit Card. Students who make payment using *eCommerce* do so with a credit card. Students are *NOT* required to present a voucher for payment. For more information about payment options, please see <http://www.mona.uwi.edu/studinfo/fees/>
- h. Students from the Faculties of Humanities & Education and Pure & Applied Sciences who wish to pursue courses in the Faculty of Social Sciences *should seek permission from their faculty before paying* for these courses.
- i. Exams Only - Only those students who have been notified in writing that they are allowed to do *Exams Only* can apply to register in this category. Students with appropriate notification should apply for Exams Only through their respective Faculty Coordinator or the Faculty Office.
- j. Timetable - Students who are pursuing more than one course, should choose carefully and register for *only one course in any one time slot*. **Refunds will not be granted for any "clashed course"** save where there has been a *timetable change* resulting in the clash.

7. Timetable

The Summer School timetable is a composite timetable indicating all courses offered by the departments in the Faculty of Social Sciences. This timetable will be available online on each department's web-site. Students should note that each course on the timetable appears in one of three 2-hour slots, labeled *Slot A*, *Slot B*, *Slot C* respectively. Therefore each course meets 3 times per week for a total of six hours. See page 14 below.

- a. Summer School courses are offered in one of three time slots - students should choose carefully and register for *only one course in any one slot*.
- b. The Summer School timetable is available online on each department's website. Please see section 15 for departments' website.

8. Course Selection and Registration for Specially Admitted Students

- a. If you are not currently a student of the UWI you should register for a summer course as a "*Specially Admitted*" student. You are required to download a copy of the *Special Admissions Form* from http://www.mona.uwi.edu/admissions/specially_admitted.php
- b. Complete the Admission Application Form, obtain approval from the relevant department(s) and return approved application to the Admission Section, Registry.
- c. Persons applying for Special Admission who have never been registered students at the University of the West Indies are required to submit application documents (birth certificate, academic certificates etc) along with the application form.
- d. Fees - Specially Admitted students are required to pay for *Tuition and Miscellaneous Fees* as per the schedule below

9. Fees for Specially Admitted Students

Student Fees, Special Admissions	
Non-UWI Students from Contributing Territories	
\$12,416	Tuition (per credit)
\$10,070	Part-time Specially Admitted (Miscellaneous Fees)
\$500	ID Card First Issue/Renewal
\$1,500	Application procession fee
Non-UWI Students from Non-Contributing Territories	
\$37,251	Tuition (per credit)
\$10,070	Part-Time and Specially Admitted Students (Miscellaneous Fees)
\$500	ID Card First Issue/Renewal
\$1,500	Application processing fee
For further information regarding Special Admission application, please contact the Admissions Section, Registry, telephone 935-8704.	

10. Examinations, Course Load

Students can register for a **maximum of THREE courses** within the FSS (including ***Exams Only***). Students are advised to check the timetable before registering. Examination procedures will be the same as those that apply for the end of semester examinations. Some courses may have a course work component.

11. Registration Changes/ Adjustments

Students who wish to adjust their registration are allowed to do so on-line up to June 1, 2011. Changes to registration during the first week of June are allowed through Summer School Departmental Coordinators. These changes will be only accommodated where the exam results have been posted in this period and students wish to repeat a failed course based on the list published. Changes to registration after June 7, 2010 can only be made by Academic Board, (through a student's Faculty Office). These adjustments/ changes will only be allowed in exceptional circumstances. *(Please see Undergraduate Student handbook)*

12. Withdrawal

Students may withdraw from a course in the normal period, up to June 1, 2011, by notifying the Faculty Office in writing, and copying the Campus Registrar and the Summer School Coordinator. The student should clearly state the reason for the withdrawal and complete the required ***application form for refund where applicable***. Students who wish to withdraw from a course after June 7, 2010, must apply to Academic Board, through their respective Faculty Office. Adjustment to registration will ***only be allowed in exceptional circumstances*** beyond June 7. Students who withdraw from a course after June 7, 2011 will ***not be refunded any portion of fees***.

13. Refund Policy

Request for refunds should be submitted on the Refund Application Form at the *Customer Services Section* no later than June 12, 2010.

A refund penalty is charged as follows:

- No penalty before June 1, 2011
- 25% of fees up to June 12, 2011
- 50% of fees up to June 19, 2011.
- Requests submitted after June 19, 2011 will NOT be processed and NO Refund will be granted.
- NO Refunds will be granted to students who sat Course Work and or Final Examinations.
- Students who complete their payment (with special arrangement) after June 19, 2010 are not eligible for a refund.

Notwithstanding the above, students who have registered and fully paid for courses which have been cancelled will receive a full refund of tuition fees paid.

14. Student Fees (UWI Undergraduate Courses)

Student Fees	
Undergraduate Student Fees	
Fee	Student Group
\$23,151	Undergraduate (3-credit course fee)
\$9,330	Exams Only (3-credit course fee)
\$23,151	Graduate Students fee (sitting a 3-credit undergraduate course)
\$1000	Late Fee (one time fee)
UWI Alumni Students	
\$23,151	Alumni fee (sitting a 3-credit undergraduate course)
\$10,070	Part-Time and Specially Admitted Students (Miscellaneous Fees)
\$500	ID Card First Issue/Renewal
\$1,500	Application processing fee

15. Payment of Fees

Cash, Manager's cheques, Debit and Credit cards will be accepted as payment for Summer School courses. There is a penalty for cheques which are '*returned to drawer*'. Part payment of fees is NOT allowed.

- Fee Payment can be made at the UWI Registry Cashier (Debit/Credit card), BillExpress, Paymaster or via UWI eCommerce at <https://www.mona.uwi.edu/finserv/tuition/>. Students who make payment using **eCommerce** do so with a credit card. Payments using any of

the methods listed above, require no voucher collection from Customer Services.

- Fees can also be paid at the National Commercial Bank (NCB). Students are required to select their course(s) online before making payment.

16. Web-Sites for departments in Summer School 2011

The following web-sites are available with further information about the courses to be delivered in the summer programme within each department in the faculty of Social Sciences:

<http://www.mona.uwi.edu/igds/>
<http://www.mona.uwi.edu/doms/>
<http://www.mona.uwi.edu/economics/>
<http://www.mona.uwi.edu/gov/>
<http://www.mona.uwi.edu/spsw/index.php>

17. Courses on offer in the FSS Summer School

Please find below the list of courses to be offered for the Faculty of Social Sciences Summer School in the Departments of Economics, Government, Institute of Gender & Development Studies, Management Studies, Sociology Psychology and Social Work.

18. The Department of Economics

Course Code	Course Title	Pre-requisite(s)
ECON0001	Remedial Mathematics	None
ECON1001	Introduction to Microeconomics	CXC Mathematics Gen III or CSEC Mathematics Gen or GCE O Level Mathematics C or Undergraduate level ECON001 Minimum Grade of D
ECON1002	Introduction to Macroeconomics	CXC Mathematics Gen III or CSEC Mathematics Gen or GCE O Level Mathematics C or Undergraduate level ECON001 Minimum Grade of D
ECON1003	Mathematics for the Social Sciences	CXC Mathematics Gen III or CSEC Mathematics Gen or GCE O Level Mathematics C or Undergraduate level ECON001 Minimum Grade of D
ECON1005	Introductory Statistics	CXC Mathematics Gen III or CSEC Mathematics Gen or GCE O Level Mathematics C or A'Level Mathematics
ECON1006	Calculus 1 for B&SS	CXC Mathematics Gen III or CSEC Mathematics Gen or GCE O Level Mathematics C or A'Level Mathematics
ECON1011	Principles of Economics I	None

Course Code	Course Title	Pre-requisite(s)
ECON2000	Intermediate Microeconomics I	ECON1001, (ECON1003 or ECON1006 or MATH1150 or MATH1180)
ECON2002	Intermediate Macroeconomics I	ECON1002 and (ECON1003 or ECON1006 or MATH1150 or MATH1180)
ECON2008	Statistical Methods I	ECON1005 and (ECON1006 or MATH1150 or MATH1180)
ECON3005	Monetary Economics	ECON2000, ECON2002
ECON3031	Probability and Distribution Theory	ECON2008 and (ECON1006 or MATH1150 or MATH1180)
ECON3049	Econometrics I	(ECON2008, or ECON3031) or MATH2140 and MATH2150 and (ECON2019 or MATH2110) AND two of ECON2000, ECON2001, ECON2002, ECON2003

19. The Department of Government

Course Code	Course Title	Pre-requisite(s)
FOUN 1301	Law, Governance, Economy and Society	None
GOVT 1000	Introduction to Political Institutions	None
GOVT1001	Introduction to Political Philosophy	None
GOVT 1008	Introduction to International Relations	None
GOVT 2046	International Relations: Theories and Approaches	GOVT1000 and GOVT1008
GOVT 2048	International and Regional Organizations	GOVT1000 and GOVT1008
GOVT 2049	International Political Economy	GOVT1000 and GOVT1008
GOVT 3048	Contemporary Issues of International Relations	GOVT2046 or GOVT2048

20. The Department of Management Studies

Course Code	Course Title	Pre-requisite(s)
ACCT1003	Introduction to Cost & Management Accounting	CXC Mathematics (Grades 1-3) or EC08A or "O" Level Maths grade A-C
ACCT1005	Financial Accounting	CXC Mathematics (Grades 1-3) or EC08A or "O" Level Maths grade A-C
MKTG2001	Principles of Marketing	None
MGMT2005	Computer Applications	MS15A /MS15D /CAPE Accounting Unit I
MGMT2008	Organizational Behaviour	SY13B or SY14G
MGMT2029	Managerial Communication	FD10A or FD14A
MGMT2012	Introduction to Quantitative Methods	(EC14C or EC18A) & EC16A
MGMT2224	Introduction to Entrepreneurship	None
ACCT2014	Financial Accounting	MS15B & MS15D or CAPE Accounting Units I & II
ACCT2017	Management Accounting I	ACCT1003 (MS15B), ACCT1005 (MS15D)
ACCT4033	Auditing 1	ACCT2015
MGMT2021	Business Law	None
MGMT2023	Financial Management I	(MS15D or CAPE Accounting Unit I) & MS23C
MGMT2026	Introduction to Production and Operation	MGMT2012 (MS23C)
MGMT3017	Human Resource Management	MGMT2008 (MS22A)
ACCT3039	Management Accounting II	ACCT2017
MGMT3061	Team Building & Management	MGMT2008 (MS22A)
MGMT3069	Quality Service Management	MGMT2008 (MS22A)
MGMT3033	Business Government & Society	MKTG2003 (MS20A)
MGMT3136	New Venture Management & Entrepreneurship	Final Year Faculty of Social Sciences Students
MGMT3046	Company Law	MGMT2021 (MS27B)

21. Institute of Gender and Development Studies

Course Code	Course Title	Pre-requisite(s)
GEND2013	Introduction to Men and Masculinity	None
GEND3031	Gender, Sex and Society	None
GEND3600	Gender, Sexual and Reproductive Health and HIV/AIDS	None

22. The Department of Psychology, Sociology and Social Work

Course Code	Course Title	Pre-requisite(s)
PYSC1000	Introduction to Developmental, Social and Abnormal Psychology	None
PSYC1001	Introduction to Cognitive and Physiological Psychology	None
PSYC2000	Social Psychology	SOCI1002
PSYC2002	Abnormal Psychology	PSYC1001
PSYC2004	Personality Theory	PYSC1000
PSYC2006	Interpersonal Dynamics	PYSC1000
PSYC2008	Cognitive Psychology	PSYC1001
PSYC3010	Applied Group Dynamics	PSYC2006
SOWL2008	Social Work Practicum II	SOWK1006, SOWK1001, SOWK1003, SOWK2002, SOWK2003
SOWK3030	Social Work Practicum III	SOWK1000, SOWK1003, SOWK1001, SOWK2002, SOWK2003, SOWK2008
SOCI1001	Introduction to Social Research	None
SOCI1002	Sociology for the Caribbean	None
SOCI1003	Sociology of Development	None
SOCI1005	Introduction to Statistics for the Behavioural Sciences	None

Course Code	Course Title	Pre-requisite(s)
SOCI2007	Survey Design	SOCI1002, SOCI1001, EC16A OR SOCI1005
SOCI2008	Statistics for the Behavioural Sciences	SOCI1001, SOCI1002, SOCI1005
SOCI2017	Caribbean Society: Continuity and Change	SOCI1002
SOCI2021	Criminology 1	SOCI1002
SOCI3025	Caribbean Culture	None

23. FSS Weekend Programmes

New Course Code	Course Title	Pre-requisite(s)
ACCT1003	Introduction to Cost & Management Accounting	CXC Mathematics (Grades 1-3) or EC08A or "O" Level Math grade A-C
ACCT2017	Management Accounting 1	[ACCT1003 or CAPE Accounting Unit 2] & [ACCT1005 or CAPE Accounting Unit 1]
ECON1005	Introductory Statistics	CXC Math Grade III (Grade II Pre 1998) or O'Level Math Grade C or A'Level Math or ECON1003
ECON2002	Intermediate Microeconomics 1	ECON1002 & ECON1003 or ECON1006 or Math1150 of Math1180
FOUN1001	English for Academic Purposes	CXC English Language Grade 1, GCE O' Level English Language Grade A, GCE A/O Level General Paper Grade A, College English Skills 1/11 Grade A-B or ELPT
FOUN1101	Caribbean Civilization	None
MGMT 2029	Managerial Communication	FOUN1101 or FOUN1401

24. Timetable – FSS

Faculty of Social Sciences Summer School 2011 (SUBJECT to CHANGE)									26-April- 2011	
Monday		Tuesday		Wednesday		Thursday		Friday		
Course	Room	Course	Room	Course	Room	Course	Room	Course	Room	
12-2 pm	GOVT 1008		GOVT 1008		GOVT 1008					
3-5 p.m.										
5 - 7 p.m.	4-7 PM SLOTS									
			SOCI 1002		SOCI1003		SOCI 1002		SOCI 1002	
	MS34K		SOCI1003		MS34K		SOCI1003			
							MS34K			
	SLOT A		SLOT A		SLOT B		SLOT B		SLOT C	
	FOUN1301		FOUN1301		GOVT1001		GOVT1001		GOVT2046	
	GOVT2006		GOVT2006		GOVT3009		GOVT3009			
	GOVT1001		GOVT1001		GOVT3048		GOVT3048		ECON1001	
					GOVT3051		GOVT3051		ECON1003-2	
									ECON1005-2	
	ECON1002		ECON1002		ECON0001		ECON0001		ECON3049	
	ECON1005-1		ECON1005-1		ECON1003-1		ECON1003-1			
	ECON2008		ECON2008		ECON2000		ECON2000			
	ECON2019		ECON2019		ECON2002		ECON2002		MS21C	
	ECON3005		ECON3005		ECON2017		ECON2017		MS25E	
					ECCON3031		ECCON3031		MS32I	
									MS30E	
	MS15B		MS15B		MS15D		ACCT3043		MS33E	
	MS22A		MS22A		MS20A		MS15D		MS37B	
	MS25A		MS25A		MS22C		MS20A			
MS26A		MS26A		MS23C		MS22C				
MS27B		MS27B		MS24B		MS23C		PSY1001		
MS29P		MS29P		MS27B		MS24B		PSYC2002		
MS32K		MS32K		MS28D		MS27B		PSYC2008		
MS33D		MS33D		MS32A		MS28D		PSYC3010		
				MS32C		MS32A		SOCI1001		
				MS32J		MS32C				
				MS35E		MS32J				

			MS39H		MS35E		
					MS39H		
PSYC2004	PSYC2004		PSYC1000				
PSYC2006	PSYC2006		PSYC2000				
SOCI1002	SOCI1002		PSYC3001		PSYC1000		
SOCI 1005	SOCI 1005		SOCI1003		PSYC2000		
SOCI3008	SOCI3008				PSYC3001		
SOCI3025	SOCI3025				SOCI1003		

SLOT B		SLOT C		SLOT C		SLOT A	
GOVT3009		GOVT2046		GOVT2046		GOVT 2006	
GOVT1001						FOUN1301	
GOVT3048						GOVT1001	
GOVT3051		ECON1001		ECON1001		ECON1002	
		ECON1003-(2)		ECON1003-(2)		ECON1005 -1	
ECON0001		ECON1005-2		ECON1005-2		ECON2008	
ECON1003-1		ECON3049		ECON3049		ECON2019	
ECON2000						ECON3005	
ECON2002							
ECON2017							
ECON3031							
ACCT3043		ACCT3043				MS15B	
MS15D		MS21C		MS21C		MS22A	
MS20A		MS25E		MS25E		MS25A	
MS22C		MS30E		MS30E		MS26A	
MS23C		MS32I		MS32I		MS27B	
MS24B		MS33E		MS33E		MS29P	
MS27B		MS37B		MS37B		MS32K	
MS28D						MS33D	
MS32A		PSY1001		PSY1001		MS33F	
MS32C		PSYC2002		PSYC2002			
MS32J		PSYC2008		PSYC2008		PSYC2004	
MS35E		PSYC3010		PSYC3010		PSYC2006	
MS39H		SOCI1001		SOCI1001		SOCI1002	
PSYC1000		SOCI2008				SOCI 1005	
PSYC2000		SOCI2016				SOCI3008	
PSYC3001						SOCI3025	
SOCI1003							

7 - 9 p.m.

25. Departmental Opening Hours and Personnel

Summer school queries including timetable issues can be obtained from the respective departmental offices and the Faculty Office. Below, please find the opening hours for the respective department offices and the names of the administrative staff for the FSS Summer School programme.

Departments	Opening Hours	Administrative Staff
Summer School Coordinator – Carlene Wynter carlene.wynter@uwimona.edu.jm Summer School Secretary – Marjorie Bryan marjorie.bryan@uwimona.edu.jm		
Faculty Office	Monday, Tuesday and Thursday 8:30am – 7:30pm Wednesday 1pm – 7:30pm Friday 8:30am – 4:30pm	Patricia Stephenson-Allen Stacey Grapine
Department of Economics	TBA	Marjorie Bryan
Department of Government	TBA	TBA
Department of Management Studies	Mondays - Thursdays 8.30am - 8pm Fridays 8:30am – 6pm	Rosemarie Hudson-Williams Natasha Bowen
DOMS Computer Lab	Mondays to Thursdays 12noon to 9pm Fridays 12noon – 7pm	Kiesha Sherman-Howell
FSS Weekend Programme	TBA	Allison Bailey-Wedderburn
Institute for Gender Studies and Development	Mondays - Fridays 8.30am – 6pm	Nicole Lawrence
Department of Psychology, Social Work and Sociology	TBA	TBA