



# Virtual UNDERGRADUATE ORIENTATION AND ACADEMIC ADVISING SCHEDULE

## SEMESTER 2, 2021/2022

Orientation Week Webpage: <https://www.mona.uwi.edu/socsci/orientation>

		<i>Virtual</i> <b>ACADEMIC ADVISING &amp; REGISTRATION</b> <i>What to expect: Course Selection • Registration Assistance • Career Planning • Credit Checks • Change of Major • Registration Override</i>
Wednesday, January 12	10am–12noon	<p><b>DEPARTMENT OF GOVERNMENT</b>  <b>Attendees: New and Returning</b> students  <b>Venue:</b> Join advising session virtually via <a href="#">Academic Advising</a></p> <p>For more information, contact the Department via the channels below:  <a href="https://www.mona.uwi.edu/government/">https://www.mona.uwi.edu/government/</a> ✉ <a href="mailto:govt@uwimona.edu.jm">govt@uwimona.edu.jm</a></p>
	10am-12noon	<p><b>DEPARTMENT OF SOCIOLOGY, PSYCHOLOGY &amp; SOCIAL WORK</b>  <b>Attendees: New and Returning</b> students  <b>Venue:</b> Join advising session virtually via <a href="#">Academic Advising</a></p> <p>For more information, contact the Department via the channels below:  <a href="https://www.mona.uwi.edu/spsw/">https://www.mona.uwi.edu/spsw/</a> ✉ <a href="mailto:spswork@uwimona.edu.jm">spswork@uwimona.edu.jm</a></p>

		<i>Virtual</i> <b>FACULTY WELCOME CEREMONY</b> <i>What to expect: Official welcome to the Faculty • Meet Dean, Deputy Dean, Staff and Student Leaders • Presentations relating to: FSS Governance Structure, Regulations, Resources and Opportunities • Health, Wellness and Resilience • Student Guild • Library Services</i>
Thursday, January 13, 2022	1pm	<p><b>Attendees: Mandatory for All New FSS Students</b>  <b>Venue:</b> Join @ FSS UWI Mona YouTube Channel <a href="https://www.youtube.com/c/fssuwimona">www.youtube.com/c/fssuwimona</a></p>



Thursday, January 13, 2022	<i>Virtual</i> <b>ACADEMIC ADVISING &amp; REGISTRATION</b> <i>What to expect: Course Selection • Registration Assistance • Career Planning • Credit Checks • Change of Major • Registration Override</i>	
	2pm – 5pm	<p><b>MONA SCHOOL OF BUSINESS &amp; MANAGEMENT</b>  <b>Attendees:</b> New and Returning students  <b>Venue:</b> Join advising session virtually via <a href="#">Academic Advising</a></p> <p>For more information, contact the School via the channels below:  <a href="https://www.mona.uwi.edu/msbm/">https://www.mona.uwi.edu/msbm/</a>   <a href="mailto:msbm.studentquery@uwimona.edu.jm">msbm.studentquery@uwimona.edu.jm</a></p>

Thursday January 13– Friday January 14	<i>Virtual</i> <b>FACULTY OFFICE INFORMATION CENTRE</b> <i>What to expect: Advising or requests related to: Leave of Absence • Waiver of the Requirement to Withdraw (RTW) • Change of Enrolment Status • Declaration of Degrees • Maximum Credit Override • Exemption • Exams Only • Voluntary Withdrawal • Exchange Programme</i>	
	9am – 4pm Daily	<p><i>Virtual</i> <b>SOCIAL SCIENCES FACULTY OFFICE</b>  <b>Attendees:</b> Returning Students Only  <b>Venue:</b> Enter office virtually @ <a href="#">Faculty Office Information Centre</a>  <b>Access:</b> All media and communication channels below</p>
	<p> <a href="http://www.mona.uwi.edu/socsci/">www.mona.uwi.edu/socsci/</a></p> <p> <a href="mailto:fss_studentmatters@uwimona.edu.jm">fss_studentmatters@uwimona.edu.jm</a>   <a href="mailto:fssdepdean@uwimona.edu.jm">fssdepdean@uwimona.edu.jm</a></p> <p> (876)927-2592     (876) 977-0640     (876)395-0170</p>	<p><b>Follow us on social media:</b></p>  <p><a href="#">@FSSUWIMONA</a></p>



### Pre-Orientation Checklist

- Accept your offer of admission
- Attend Faculty Orientation, and Department Academic Advising sessions
- Know your Major and the [Department](#) to which you are assigned
- Know whether you are full-time/part-time and the required course load
- Identify electronic device you will use to attend orientation and lectures
- Ensure that you are able to [log onto the registration portal](#)
- Familiarize yourself with Campus [Covid-19 Safety Protocols](#)
- Study [Handbook](#) that corresponds with your year of admission
- Make note of questions for your academic advisor
- Confirm sitting of the [English Language Proficiency Test](#) (ELPT) (if applicable)
- Finalize arrangements to [make tuition payments](#)
- Explore [student financing](#) and financial aid options
- Study the [Codes of Principles and Responsibilities for Students](#) and the [FSS Codes of Conduct](#)

### Post-Orientation Checklist

- Download [degree checklist](#) that matches with your major and year of entry
- [Select courses](#) and adjust registration to eliminate [registration errors](#)
- Seek approval of override requests
- Pay your [tuition fees](#) to obtain financial clearance
- Obtain your ID card
- Know the name and contact information of the Dean, Deputy Dean, your programme coordinator, academic and administrative advisors and Guild representatives and check in with them as often as necessary
- Identify e-device and internet source for online lectures
- Study your timetable and identify classrooms for face-to-face lectures
- Ensure that your courses appear on your timetable and in the [OurVLE portal](#)
- Comply with [Covid-19 Safety Protocols](#) during face-to-face lectures
- Familiarize yourself with the services of the [Library](#) and [UWI Health Centre](#)
- Consider joining a [club, society or association](#) aligned to your discipline and pursuing [co-curricular courses](#) to enrich your student experience
- Register with the [Office of Special Student Services](#) (if applicable)
- Stay connected! Routinely check [Faculty and Department websites](#), notice boards as well as your [UWI-issued email](#) for information and updates



## Communication Channels

ONLINE LIVE SUPPORT: <https://support.mona.uwi.edu/>

### DEPARTMENT OF ECONOMICS

**Majors:** Banking & Finance • Economics • Statistics  
**Website:** <https://www.mona.uwi.edu/economics/> **Email:** [econ@uwimona.edu.jm](mailto:econ@uwimona.edu.jm)  
**Online Chat:** <https://www.mona.uwi.edu/economics/>  
**Telephone:** (876) 977-1188, 876-361-8363 **Mobile:** (876) 428-6268

### DEPARTMENT OF GOVERNMENT

**Majors:** International Relations • Political Leadership, Strategy & Management • Political Science • Public Policy & Management  
**Website:** <https://www.mona.uwi.edu/government/> **Email:** [govt@uwimona.edu.jm](mailto:govt@uwimona.edu.jm)  
**Online Chat:** <https://www.mona.uwi.edu/government/>  
**Telephone:** (876) 977-5935 **Mobile (WhatsApp):** 876-551-7841, 551-6004,

### MONA SCHOOL OF BUSINESS AND MANAGEMENT

**Majors:** Accounting • Entrepreneurship • Human Resource Management • Management Studies • Marketing • Operations Management • Tourism Management  
**Website:** <https://www.mona.uwi.edu/msbm/> **Email:** [msbm.studentquery@uwimona.edu.jm](mailto:msbm.studentquery@uwimona.edu.jm)  
**Telephone:** (876) 977-4649, (876) 977-3808, (876) 977-3775 **Mobile (WhatsApp):** (876) 553-3553

### DEPARTMENT OF SOCIOLOGY, PSYCHOLOGY AND SOCIAL WORK

**Majors:** Demography • Labour & Employment Relations • Psychology • Social Anthropology • Social Policy & Development • Sociology • Social Work  
**Website:** <https://www.mona.uwi.edu/spsw/> **Email:** [spswork@uwimona.edu.jm](mailto:spswork@uwimona.edu.jm)  
**Telephone:** (876) 970-4336 (876) 831-3277 [**Social Work**] (876) 970-3896 [**Psychology**] (876) 977-6267, (876) 977-0315 [**All Other Programmes**]

### UWI WESTERN JAMAICA CAMPUS

**Majors:** Accounting • Banking and Finance • Entrepreneurship • Finance • Human Resource Management • International Relations • Management Studies • Psychology • Marketing • Operations Management • Tourism and Hotel Management  
**Website:** See departmental websites above  
**Email:** [msbmundergrad.wjc@uwimona.edu.jm](mailto:msbmundergrad.wjc@uwimona.edu.jm) | [psychologyunitwjc@gmail.com](mailto:psychologyunitwjc@gmail.com) | [jevon.henry@uwimona.edu.jm](mailto:jevon.henry@uwimona.edu.jm) | [craig.clarke04@uwimona.edu.jm](mailto:craig.clarke04@uwimona.edu.jm)  
**Telephone:** (876) 940-5561 [**MSBM**] (876) 940-43494 (876) 564-5747 [**All Programmes**]

### CENTRE FOR DISABILITY STUDIES

**Website:** <https://www.cds.mona.uwi.edu>  
**Email:** [cds@uwimona.edu.jm](mailto:cds@uwimona.edu.jm)  
**Telephone:** (876) 977-9423

### SOCIAL SCIENCES FACULTY OFFICE

**Matters relating to:** Leave of Absence • Waiver of the Requirement to Withdraw (RTW) • Change of Enrolment Status • Declaration of Degrees • Maximum Credit Override • Exemption • Exams Only  
**Website:** <https://www.mona.uwi.edu/socsci/>  
**Email:** [fsu\\_studentmatters@uwimona.edu.jm](mailto:fsu_studentmatters@uwimona.edu.jm)  
**Telephone:** 876-927-2592, (876) 977-0640 **Mobile (WhatsApp):** 876-395-0170



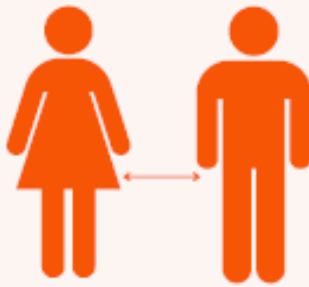
# FACULTY OF SOCIAL SCIENCES MEASURES FOR A SAFE ENVIRONMENT AND A HEALTHY YOU



**Face Coverings:**  
We are wearing masks and we require that you do, too.



**Temperature Checks:**  
All visitors' temperature will be checked at the entrance before being allowed in the office.



**Physical Distancing**  
Limited number of students and visitors are allowed in the office at any one time.



**Hand Sanitizer:**  
Sanitizer will be available at the entrance and throughout the office.



**Staff Wellness:**  
Staff are required to follow infection prevention guidelines.



**Cleaning:**  
We routinely clean and sanitize frequently touched items throughout the day.

**THANK YOU FOR YOUR COOPERATION.**

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