



THE UNIVERSITY OF THE WEST INDIES

FACULTY OF SPORT

UNDERGRADUATE HANDBOOK

ACADEMIC YEAR 2018-2019

DISCLAIMER

The Faculty of Sport Undergraduate Handbook is provided for the convenience of current and prospective students and staff alike. It sets out the Faculty's regulations governing the programmes offered; description of programmes and courses offered on the Cave Hill Campus (CH), the Mona Campus (M), the Open Campus (OC) and the St. Augustine Campus (SA).

The current edition was finalized June 2018. Students are advised to check the Faculty's website and their Academy at the start of the semester and during the course of the academic year for updates as well as corrections of any errors or omissions that have come to light subsequent to the finalization of the Handbook. Students should always check with the latest Faculty Handbook when considering programme alternatives and for course offerings.

STRUCTURE OF THE 2018-2019 UNDERGRADUATE HANDBOOK

Purpose and Scope

This Undergraduate Handbook is intended for use by:

- (i) prospective students
- (ii) new and continuing students
- (iii) staff

It may be used as a prospectus, an orientation guide, and a reference handbook for the groups mentioned above. It is intended to serve as a general source for Faculty regulations and programme information. The regulations, however, are to be used as a supplement rather than a substitute for the official sources of University policies and procedures.

The programme of study requirements outlined in this Handbook are to be followed strictly by:

- (i) newly-admitted students, i.e., students accepted to the Faculty during the 2018-2019 academic year;
- (ii) students who transferred into the Faculty during the 2018-2019 academic year;
- (iii) students approved for a change of Major/ Special/Minor during the 2018-2019 academic year.

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PART I

Introduction to the Faculty

 MESSAGE FROM THE DEAN

 FACULTY DEVELOPMENT

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 REGISTRY PERSONNEL

MESSAGE FROM THE DEAN



Welcome to the Newest Faculty at the University of the West Indies!

Sport has come of age at The UWI with the establishment of an entire faculty. Sporting activities have been at the heart of the University since its inception as we participated in competitions within the institution and in competitions around the region and the world. Athletes have been receiving scholarships to study at The UWI, and researchers have been pursuing their work in many aspects of sport. But now the focus is on having programmes that will be directed at sports, for those who compete or those who have an interest in sport. Indeed the UWI is the place for those who play sports or play at sports!

In the upcoming years, we will have programmes in all conceivable aspects of sports: Sports Sciences, Sports Medicine, Sports History, Sports Management, Sports Tourism, Sports Governance, Sports Nutrition, Sports Psychology, Sports Journalism etc, spanning all disciplines. The Faculty will accommodate athletes who participate in sports. It will nurture your potential as an athlete through our Laboratories, Clinics and Facilities. It will nourish your minds so that the athletic prowess will be matched with mental fortitude, and provide scientific support to produce a well rounded athlete who is not only performing at their optimal potential physically but also mentally.

Whether you want to pursue Sport as a professional athlete, or pursue a degree in sport, our faculty will provide programmes with flexibility and guidance to produce world class graduates. Being a cross campus faculty represented by Academies of Sport on each campus we will be integrated to allow for the best experts in the region to be accessible to all students.

We hope that your sojourn through the Faculty will be as exciting and rewarding as we found it in putting together the academic, sporting and outreach activities of the faculty. We endeavour to continue to produce athletes and academics of world repute, ensuring that when it comes to Sports, both The UWI and our respective countries are at the forefront of everyone's minds.

While enjoying our programmes and activities, remember to partake in other activities on your campus to ensure that you have a fulsome University experience. And please feel free to let us know how you think we can improve while you journey through the experience.

Dr. Akshai Mansingh

FACULTY DEVELOPMENT

The Faculty of Sport was officially launched July 26, 2017 at The UWI Regional Headquarters in Jamaica with operationalization beginning August 1 of the 2017/2018 academic year.

The Faculty of Sport reaches across all the Campuses of the University of the West Indies, through Academies of Sport established on the **Cave Hill, Mona, Open and St. Augustine** campuses. These Academies (previously known as Departments) are responsible for academic activities, sports at all levels, as well as outreach to communities through Sports.

The Faculty of Sport integrates teaching and research, professional development, community partnerships, and co- and extra-curricular student sport through three main units:

- Professional Programmes, Outreach & Projects Unit
- Co-curricular & Intramural-Activity Unit
- Academic Programme & Activity Unit

OVERVIEW OF THE FACULTY OF SPORT

The Faculty of Sport, aims to provide persons with an interest in Sport, the opportunity to pursue their passion. This Faculty provides access to facilities and resources that will allow athletes to further their sporting discipline, while at the same time pursuing academic programmes of interest to them. For non-athletes the Faculty provides opportunities to pursue undergraduate and graduate programmes in several areas of sport, as well as the option of postgraduate study in specific areas of sport.

The mission of the Faculty of Sport is to provide high quality education in sports with emphasis on application via research, and development of sports and athletes of the region to maintain their prominence on the world scene. This will be done through cross campus and international collaboration with partners across the world, to ensure that the top sporting minds are involved.

FACULTY OFFICE PERSONNEL

Tel: (876) 970-6921 | Ext. 7462 - 3 | Ext. 7465 |
Emails: fos@uwimona.edu.jm | Website: [http:// www.uwi.edu/sport](http://www.uwi.edu/sport)

OPENING HOURS

Monday to Friday: 8:30am – 4:30pm

Dean	Dr. Akshai Mansingh <i>JP, MBBS (UWI), FACS, MSpMed (UNSW), DM (Ortho)</i> deanfos@uwimona.edu.jm
Administrative Officer	Ms. Asenath Sharpe asenath.sharpe@uwimona.edu.jm
Administrative Secretary	Ms. Patrene Curtis fos@uwimona.edu.jm
Projects Officer	Mr. Daren Ganga daren.ganga@sta.uwi.edu

ACADEMY PERSONNEL

Cave Hill Academy of Sport - Barbados

Tel: (246) 417-4545 | Fax: (246) 438-9169 | Email: sports@cavehill.uwi.edu

Head of Academy

Mrs. Amanda Reifer
amanda.reifer@cavehill.uwi.edu

Administrative Assistant

Mr. Jermaine Bourne
jermaine.bourne@cavehill.uwi.edu

Open Campus Academy of Sport

Tel: (876) 927-2478 | Fax: (876) 977-0154 | Email: ocas@dec.uwi.edu

Head of Academy

Mr. Lincoln Williams
BA Hons., MA
lincoln.williams@open.uwi.edu

Senior Secretary

Mrs. Donette Reynolds McPherson
donnette.reynolds-mcpherson@open.uwi.edu

Mona Academy of Sport

Tel: (876) 970-6921 | Email: sports@uwimona.edu.jm

Head of Academy

Dr. Sharmella Roopchand-Martin
sharmella.roopchandmartin@uwimona.edu.jm

St. Augustine Academy of Sport

Tel: (868) 662-2002 ext. 82307 | Fax: (868) 645-9239 | Email: specinfo@sta.uwi.edu

Head of Academy (Acting)

Ms. Grace Jackson
grace.jackson@sta.uwi.edu

Senior Administrative Assistant

Mrs Lystra Francis
lystra.francis@sta.uwi.edu

REGISTRY PERSONNEL – Cave Hill

Admissions Unit

(246) 417- 4127 | Fax: (246) 438-9145 | Email: admissions@cavehill.uwi.edu

**Senior Assistant Registrar
Administrative Assistant**

Mr. Timothy Arthur
Mrs. Deborah Knight

Student Records Unit

Tel: (246) 417-4140 |

Administrative Assistant

Ms. Nakita Squires

Examinations

Tel: (246) 417-4133 | (246) 417-4139 | (246) 417-4135 |

**Assistant Registrar
Administrative Assistant**

Ms. Orwyn Herbert
Mrs. Eudene Spooner

Graduate Studies and Research

Tel: (246) 417-4000 | Fax: (246) 421-2109 | Email: gradstudies@cavehill.uwi.edu

Senior Assistant Registrar

Mr. Owen Ellis

International Office

Tel: (246) 417-4972

Student Accounts

Tel: (246) 417-4109 / 4110 / 4099

Undergraduate Help Desk

Tel: (246) 417-4125

REGISTRY PERSONNEL - Mona

Admissions Unit

Tel: (876) 927-2779 | Fax: (876) 927-2272 | Email: admissions@uwimona.edu.jm

Senior Assistant Registrar

Mrs. Marsha Morgan-Allen

Senior Administrative Assistant

Mrs. Donna Foster

Student Records Unit

Tel: (876) 970-4472 | Email: sru@uwimona.edu.jm

Senior Assistant Registrar

Mrs. Elecif Arthurs

Senior Administrative Assistant

Ms. Dahlia Saunders

Examinations

Tel: (876) 977-3544 | Email: examinations@uwimona.edu.jm

Assistant Registrar

Mr. Kevin Tai

Graduate Studies and Research

Tel: (876) 935-8995-7 | Fax: (876) 977-7427 | Email: postgrad@uwimona.edu.jm

Campus Coordinator

Professor Denise Eldemire-Shearer

International Students Office

Tel: (876) 702-3737 | Fax: (876) 977-4178 | Email: isomona@uwimona.edu.jm

Senior Assistant Registrar

Mrs. Althea Gordon-Clennon

Office of Student Financing (OSF)

Tel: (876) 702-4646 | Fax: (876) 702-4647 | Email: stufinc@uwimona.edu.jm

Manager

Ms. Shana Hastings

Office of Student Services and Development (OSSD)

Tel: (876) 970-2739|977-3880

Director

Mr. Jason McKenzie

Student Administrative Services (SAS)

Tel: (876) 970-6756 | Email: customer.services@uwimona.edu.jm

Supervisor

Mrs. Camille Campbell

REGISTRY PERSONNEL – Open Campus

Admissions

<https://apply.open.uwi.edu/>

Heads of Sites, Site Coordinators & Administration

<http://www.open.uwi.edu/locations>

Student Accounts

www.open.uwi.edu/undergraduate/tuition-fees

Undergraduate Help Desk

helpdesk@open.uwi.edu

REGISTRY PERSONNEL – St. Augustine

Admissions Unit

(868) 662- 2002 | Fax: (868) 663-9684 | Email: admis@sta.uwi.edu

Examinations

Tel: (868) 662-2002 ext. 82155, 83877, | Fax: (868) 645-8649 |

Assistant Registrar

Ms. Jessie-Ann George

Administrative Assistant

Ms. Joanna Jeremiah

Graduate Studies and Research

Tel: (868) 662-2002 Exts. 85018, 84191, 83064 | Email: postgrads@sta.uwi.edu

Senior Assistant Registrar

Mrs. Deborah Charles-Smythe

International Office

Tel: (868) 224-3707/8 | Email: internationaloffice@sta.uwi.edu

Student Accounts

Tel: (868) 662-2002 Exts. 82137, 82356, 83664, 83370, 83379-83382

Undergraduate Help Desk

Tel: (246) 417-4125 | <http://sta.uwi.edu/campus-contacts>

PART II

Information for Prospective Students

 **ADMISSION REQUIREMENTS**

 **ENGLISH LANGUAGE REQUIREMENTS**

 **BSc. DEGREE PROGRAMMES OFFERED**

GENERAL AND FACULTY ADMISSION REQUIREMENTS

All students of the University are subject to the General Regulations for Students approved by the Senate of The UWI. Where there is conflict between these regulations and the General Regulations for Undergraduate Students, the latter shall prevail except where a regulation of the Faculty is expressly permitted by the Board for Undergraduate Studies.

QUALIFICATIONS FOR ADMISSION

In order to be eligible for entry to a programme of study in the Faculty of Sport for the BSc degree, applicants must satisfy the general University requirements.

University Requirements

Proficiency in English

Persons applying to enter undergraduate programmes are required to sit the English Language Proficiency Test (ELPT) set by the University. Only persons who are successful in this test or who have been granted exemption, based on distinction grades in CXC CSEC English and CAPE Communication Studies (or equivalent), will normally be considered for entry into the degree programme.

Academic Requirements

Applicants who wish to begin an undergraduate degree programme in the Faculty must fulfil the general University and Faculty regulations concerning matriculation and the specific requirements of the Faculty.

University's matriculation requirements

Applicants must have passes in at least five (5) subjects at CXC (CSEC) General Proficiency (Grades I or II pre-1998 and I-III from 1998) or GCE O-levels or GSCSE (Grades A-C) or approved equivalents, which must include English Language; **in addition**, two (2) CAPE subjects (Units 1 and 2) or GCE A' Level passes or GSCE equivalent in a minimum of two (2) subjects. Applicants with other qualifications and/or relevant work experience will also be considered based on the use of Prior Learning Assessment Recognition (PLAR).

Faculty/ Academy requirements

In order to enter a specific programme, students must satisfy the requirements as specified for that programme.

Applications Deadline

Applications for all BSc programmes are usually opened in November of the previous academic year and extend to end of August, prior to the start of the academic year for which the applications are being made. Most programmes have entries in September and January. Applications must be submitted to the Senior Assistant Registrar-Admissions, The University of the West Indies, at the Campus in which the programme resides, either electronically, by post or courier, direct drop off at the admissions office, or electronically if available at the relevant Campus.

BSc. DEGREE PROGRAMMES

Degree Categories

Candidates for any of the undergraduate degree programmes must pursue a Course of study comprising 90 Credits of which, 30 must be completed at Level I and 60 at Levels II and III. As such, a student must be formally registered in one of the following categories:

- (a) **Major** - a *Major* is made up of a minimum of thirty (30) credits in the subject area at Levels II and III and 30 Credits for Electives.
- (b) **Double Major** - a *double Major* is made up of a minimum of thirty (30) credits at Levels II and III for each of two Majors.
- (c) **Major and Minor** - a *Major/Minor* is comprised of a minimum of thirty (30) Levels II and III credits in the subject area of the Major and fifteen (15) Levels II and III credits in the subject area of the Minor and 15 credits for electives.
- (d) **Special/Option** - a *Special/Option* is comprised of a minimum of forty-five (45) credits in the subject area at Levels II and III and 15 credits for electives.
- (e) **Minor** - a *Minor* is comprised of a minimum of fifteen (15) credits in the subject area at Levels II and III.

Degree Programme Offering for 2018-2019

The right degree programme for you will offer the combination of courses that will help you to achieve academic success and realize your career goals. Make the right choice from among the degree categories listed below.

KEY: Cave Hill (CH) | Mona (M) | St. Augustine (SA) | Open Campus (OC)

An Option is available from among the following subject areas only:

- Sport Coaching (M)
- Sport Kinetics (M)
- Sport Sciences (CH)

PART III

Faculty Regulations for the BSc Degree

 PROGRAMME REGULATIONS

 GPA REGULATIONS

 EXAMINATION REGULATIONS

FACULTY REGULATIONS FOR THE DEGREE OF BACHELOR OF SCIENCE

Glossary of terms used in these Regulations:

Anti-requisites refer to courses where content overlap precludes courses being taken together for credit.

Assessment Regulations refer to the University's Assessment Regulations for First Degrees, Associate Degrees, Undergraduate Diplomas and Certificates including GPA and Plagiarism Regulations, 2017-2018.

Core or compulsory courses are courses that students must complete in order to be awarded a degree.

Co-requisite is a course which **must** be taken along with another specified course, in order to ensure the attainment of complementary and/or interdependent competencies.

Courses are offered by a Faculty of the University for credit towards a degree, except Foundation and Co-curricular courses.

In-Faculty – All Faculty courses originating in the Faculty of Sport.

Out-of-Faculty – All Faculty courses originating in Faculties other than the Faculty of Sport

Course substitution refers to cases where a course is used to replace a compulsory or core course in a student's programme requirements. Students must seek and obtain approval of replacement courses.

Credit refers to a unit of study counting towards a degree or diploma. Undergraduate courses in the Faculty normally carry a weighting of three (3) credits. A number of courses, however, carry a weighting of six (6) credits.

Electives refer to a course within a programme taken by choice of the student. This may be:

Restricted elective - from a subset of courses offered by a department or the Faculty as part of a particular programme

Free elective - from any department provided it is at the correct level.

Exemption with credit refers to cases where a student is granted exemption from UWI courses because the student has already passed courses in other programmes at the UWI or passed courses of similar content at other recognized institutions. Students **are not required** to take replacement courses.

Exemption without credit refers to cases where a student is granted exemption from UWI courses because the student has already passed equivalent courses at other recognized institutions or from other examination bodies. Students granted **Exemption without Credit are required** to take replacement courses.

Level represents the different standard of courses that must be completed in the undergraduate degree programme. Each level, namely level I, level II, and level III, is designated by the first numeral in the course code. Levels II and III courses are equally weighted for the assessment of class of degree.

Major is a minimum of 30 credits (variable according to specialization) from prescribed courses from levels II and III (advanced courses).

Minor is a minimum of 15 credits from prescribed courses from levels II and III (advanced courses).

Practicum refers to a practical section of a Course.

Pre-requisites are courses which must be completed before registration for another course is permitted.

Programme is a selection of courses (designed to achieve pedagogical goals), the taking of which is governed by certain regulations and the satisfactory completion of which (determined by such regulations), makes a candidate eligible for the award of a degree/diploma/certificate.

1. ORIENTATION AND ACADEMIC ADVISING

- 1.1 Attendance at orientation by newly-admitted students is mandatory. During orientation, students will meet the staff, learn about the Faculty, and receive information about their programme of study. This may be delivered via electronic platforms for students not enrolled in land based campuses.
- 1.2 Before registering for courses, students must seek academic advising which is available for all students. This may be delivered via electronic platforms for students not enrolled in land based campuses. Its primary purpose is to assist students in planning, monitoring, and successfully managing their chosen field of study, in relation to clear career objectives.

2. COURSE CREDITS AND WEIGHTING

- 2.1 Normally, each undergraduate course in the Faculty carries a weighting of three (3) credits.
- 2.2 Courses taught over an academic year (i.e., year-long or across Semesters 1 and 2) normally carry a weighting of six (6) credits.
- 2.3 In the case of a 6-credit course, the substitution is either another 6-credit course or two 3-credit courses.
- 2.4 *Credit hours earned* refers to the credits for each course that count toward the degree requirement and for which a passing grade is obtained.

One credit hour is equivalent to three theoretical hours of learning per week per semester. For purposes of determining student workload, three notional hours of learning may include:

- (a) ONE contact hour and TWO hours out-of-classroom student work per week per semester;
- (b) a minimum of TWO hours of supervised laboratory work per week per semester;
- (c) or at least FOUR hours of directed learning activities (including project work, research work, practicums and internships) undertaken by the student out of classroom per week per semester.

Revision conducted during the three-week formal examination period at the end of the Semester is subsumed in this definition on a pro-rata basis.

- 2.5 Credit hours earned in courses taken on a Pass/Fail are not included in the calculation of the GPA.
- 2.6 Credit hours earned from another institution at the time of admission to the UWI are not used in the computation of GPA.
- 2.7 No academic credit may be granted for auditing a course.

3. PROGRAMME OF STUDY

3.1 Programme of Study Requirements

Candidates for any of the undergraduate degree programmes must pursue a course of study comprising at least 90 credits of which 30 credits must be completed at Level I and 60 credits at Levels II and III. As such, a student must be formally registered in one of the following categories:

- (a) **Major:** 30 credits for Major and 30 credits for electives
- (b) **Double Major:** 30 credits for each of two Majors
- (c) **Major and one Minor:** 30 credits for Major, 15 credits for Minor and 15 credits for electives
- (d) **Major and two Minors:** 30 credits for a Major and 15 credits for each of two Minors
- (e) **Special/Option:** Minimum of 45 credits for Special/Option and 15 credits for electives.

3.2 Students MUST complete ALL the requirements for Levels I, II and III of their degree programmes as indicated below:

3.2.1 Requirements for Level I

Students are required to complete a minimum of 30 credits or ten 3-credit Level I courses, depending on the choice of major as follows:

- (a) Three (3) University foundation courses.
- (b) Pre-requisites for Levels II/III courses and/or free electives; and
- (c) Any other courses designated by the Faculty which are not included in the above.

3.2.2 Requirements for Level II and Level III

Students are required to complete 60 credits which normally comprise a combination of 30 Level II and 30 Level III courses designated for each student's degree programme, as follows:

- (a) 30 credits for one Major and 30 credits of Electives
- (b) 30 credits for each of two (double) Majors
- (c) 30 credits for a one Major and 15 credits for each of two Minors
- (d) 30 credits for one Major, 15 credits for one Minor and 15 credits for Electives
- (e) Minimum of 45 credits for one Special/Option and a maximum of 15 credits for Electives

3.3 Students are required to satisfy pre-requisites (where applicable) for Levels II and III courses. Students, however, do not have to complete all courses at one level before taking a course at another level as long as the pre-requisites for the course(s) have been met.

4. CO-CURRICULAR CREDITS

- 4.1 Co-curricular credits will be awarded on the following basis:
- (a) Students must be involved in the activity for at least one (1) semester.
 - (b) Explicit learning outcomes must be identified for each activity.
 - (c) There must be clearly defined mode(s) of assessment for each activity.
- 4.2 Students will be eligible for no more than 3 credits for involvement in co-curricular activities. The activities may be Campus specific.
- 4.3 A student may register for Co-curricular courses established under the Office of Student Services and Development. These courses are listed on the individual campus webpages.
- 4.4 All co-curricular activities/programmes must be approved in advance by the Faculty and Academic Boards.
- 4.5 Subject to Faculty Regulations, Co-curricular credits will form part of the 90 credits for a degree. In special circumstances, if credits are earned in excess of those required for the degree, these and the associated activity will be included on the student's transcript.

5. FOUNDATION COURSES

- 5.1 All students are required to complete a minimum of nine credits in Foundation Courses. These Level I courses are designed to promote sensitivity to and awareness of distinctive features of Caribbean cosmologies, identities and culture.
- 5.2 **The Foundation courses are:**
Either
- (a) FOUN1001: English for Academic Purposes
OR (see Appendix I)
 - (b) FOUN1401: Writing in the Disciplines
OR (see Appendix I)
 - (c) FOUN 1008: Rhetoric II: Writing for Special Purposes
 - (d) FOUN1101: Caribbean Civilization
 - (e) FOUN1201: Science, Medicine & Technology in Society
 - (f) FOUN1301: Law, Governance, Economy and Society
 - (g) Any other course approved by the Board of Undergraduate Studies
- 5.3 As of August 1, 2012 a student may be allowed to substitute one of the non-language Foundation Courses (i.e. FOUN1101, FOUN1201, or FOUN1301) with a foreign language course at the level of their competence.
- 5.4 Details about Foundation courses are given in Appendix I
- 5.5 Foundation courses shall be included in the calculation of the GPA.

6. REGISTRATION

- 6.1 Student pursuing a degree in the Faculty may register full-time or part-time.
- 6.2 Students must register for courses at the beginning of each academic year or lose their status as students at the University.
- 6.3 Registration for a course constitutes registration for the examinations in that course. A student who fails to attend the examinations without having previously withdrawn from the course, or without having tendered evidence of illness at the time of the examinations, certified by a medical practitioner recognised by the University, will be deemed to have failed the course. Medical certificates must reach the Campus Registrar no later than seven days after the date of the examination concerned. In such cases, students are awarded Absent Medical (AM) or Failed Medical (FM) as appropriate but these designations shall not be used in the calculation of the GPA.
- 6.4 A student who has passed a course will not be permitted to re-register for that course. Therefore a student will not be able to re-register for a course to improve his or her GPA.
- 6.5 A student is deemed to have completed registration for a course when his/her financial obligations to the University have been fulfilled.
- 6.6 Deadlines for changes of registration including withdrawal from or addition of courses will be as announced by the relevant Campus Registrar.
- 6.7 Applications for late registration and late adjustment to registration may be subject to a fee to be determined by the Academic Board of the relevant campus.
- 6.8 Applications for late registration and late adjustment to registration (with waiver of penalty or removal of course) require approval of the Academic Board of the relevant campus.
- 6.9 A student may, with permission from the Head of Academy of the relevant campus, change Major, Minor or Special within the Faculty. Once approved for change of Major/Minor/Special, the student must pursue the programme requirements for the year approval was granted.
- 6.10 All electives listed in the various degree programmes in the Faculty will not necessarily be available in any one year.
- 6.11 If a student registers for a course expressly “not for credit”, the student may not subsequently have such credit status altered.
- 6.12 **Course Registration Requests/Queries**
 - (a) Department offices (Academies) are responsible for the processing of requests for:
 - additional courses or credit limit exceeded
 - late adjustment to registration

- exemption
- pre-requisites not satisfied
- course quota limit reached
- special approval for entry
- change of stream in large courses
- change of Major, Minor, Special/Option requests

6.13 (b) The Student may appeal to the Dean for a final decision

7. PROGRESS THROUGH THE PROGRAMME: FULL-TIME AND PART-TIME

- 7.1 All students are initially registered as full-time or part-time students but may apply to the Dean to change their registration.
- 7.2 Full-time students are required to register for a **minimum** of twenty-four (24) and a maximum of thirty (30) credits in any one academic year.
- 7.3 A full-time student may be allowed to register for three (3) additional credits for a total of thirty-three (33) if he/she has a degree GPA ≥ 3.3 after three (3) semesters or in their final year, if they have not failed a course.
- 7.4 Part-time students are expected to register for a **maximum** of eighteen (18) credits in any one year.
- 7.5 A part-time student may be allowed to register for twenty-one (21) credits if he/she has maintained a minimum GPA of 3.3. Finalizing part-time students may also be allowed to register for 21 credits.
- 7.6 Part-time in the Faculty is defined by a student's work load per semester and does not mean the method of delivery of studies. *Thus, students registered part-time must be prepared to attend classes between 8am and 5pm.*
- 7.7 Students, with the permission of the Faculty/Academy, may register for up to three Courses in the Summer School.

8. EXAMINATIONS

- 8.1 Students will be examined during each semester and the summer session in the courses for which they are registered.
- 8.2 A student who does not take an examination in a course for which he/she is registered is deemed to have failed that examination unless permission to be absent has been granted. The student will be required to register for, and repeat the course in its entirety when it is next offered.
- 8.3 A student who, on grounds of illness or in other special circumstances fails to take an examination in a course for which he/she is registered, may be

given special consideration by the Board of Examiners to take the examination at the next available opportunity, without penalty.

- 8.4 A student failing a course may be allowed to substitute another approved course in a subsequent semester or repeat the failed course.

8.5 Coursework

- (a) In the case of examination by coursework only, a student gaining an overall mark higher than 50% but passing in only one component will be required to repeat at the next available sitting the component that was failed.
- (b) A student who is absent from a Coursework examination may apply to the Dean to be excused from this examination no later than one (1) week following the date of this examination. He/she must at the same time submit to the Assistant Registrar (Examinations) of the relevant campus justification for such absence (such as, in case of illness, a medical certificate complying with any applicable Assessment Regulations). The Dean shall consider any such request to be excused from the examination in consultation with the relevant Head of Department or Academy and Course lecturer. If the student is excused from the examination, the percentage mark available to be awarded for the final examination will be increased correspondingly.
- (c) A Plagiarism Declaration is to be attached by students registered for undergraduate Courses in the Faculty to the front of any document submitted as a component of Coursework save for when Coursework consists of an invigilated examination. Where the Coursework is submitted entirely in electronic form, the student shall make an equivalent declaration electronically. (*Students may download the Declaration from the Faculty's website (www.uwi.edu/sport)*).

8.6 Carry Over Coursework Grades

If a student misses an examination, he/she may request, through the Faculty, to have the Coursework/mid-semester marks applied at the next sitting of the Course. If approval is granted, the student will only write the final examination. A student who has completed all the components that constitute the final mark for a Course, including final examination is not eligible to carry over Coursework.

8.7 Oral Examination for Final Year Students

- (a) The Board of Examiners may recommend to the Academy concerned that a student who has failed the last one or two courses(s) required to complete the degree be offered an oral examination in that one or those two courses provided that he/she has obtained in each instance a mark of at least 40% for the course(s).
- (b) If an oral examination is granted the student may choose to decline the offer and opt for a written examination instead. (See "Written Examination" below).

- (a) The oral examination will be held as soon as possible after the previous examination and within the academic year in which the student is expected to graduate. The student must immediately contact the Academy concerned so that arrangements can be made.
- (d) The oral examination will concern the course as a whole and not be restricted to the questions set in the examination which the student sat. The First Examiner and at least one other examiner must be present at an oral examination.
- (e) If the oral examination is passed, the student cannot be awarded a mark higher than 50% (a marginal pass) for the course.
- (f) If he/she fails the oral examination, the student will not have a right of appeal.
- (g) A student will be allowed **one** oral examination for any **one** course.

8.8 **Written Examination**

Students will be entitled to opt for a written examination in the following circumstances after having been registered for and attended classes in a course(s).

- (a) He/she has failed **one** or **two of the final courses** needed to complete the degree programme and obtained a mark of no less than 40% in each course.
- (b) He/she has obtained a medical excuse, certified by the University Health Centre, for not having attempted an examination.

8.9 In exceptional circumstances, the Dean may grant a student a deferral from sitting an examination and permission to take it on a subsequent occasion, by virtue of special assignments overseas for an employer (part-time students only) or by virtue of being selected to represent his/her country on a national team. In both instances, formal representation will have to be made by the employer/national association.

9. **REQUIREMENTS FOR THE AWARD OF DEGREE**

- 9.1 In order to qualify for the award of the BSc degree a student must:
 - have completed a minimum of 90 credits (normally equivalent to 30 semester courses) of which at least thirty credits are from Level I (including the Foundation Course requirements), and at least sixty credits from Levels II & III courses; and
 - have satisfied the requirements of any one of the degree categories listed in 10.2 below.
- 9.2 Bachelors' degrees are declared in one of the six (6) categories listed below:

- (a) **Major:** 30 credits (Major) and 30 credits of electives
- (b) **Double Major:** 30 credits for each of two Majors
- (c) **Major and one Minor:** 30 credits (Major), 15 credits (Minor) and 15 credits (electives)
- (d) **Major and two Minors:** 30 credits (Major) and 15 credits for each Minors
- (e) **Special/Option:** Minimum of 45 credits (Special/Option) and 15 credits electives

9.3 A student who, having registered for a Major, fails to obtain passes in all the designated courses will be considered for a Minor in the discipline if she/he has passed eight (8) of the ten (10) courses which include at least three (3) of the requirements for the Minor.

9.4 **Laddered Certification**

Some programmes may be designed to have an exit certification at different stages. This will be specified in the programme details. In such cases, students are to apply for the Bachelors' degree, but if they exit before the completion of the degree, and have completed at least 60 credits, they may be awarded a diploma (60 credits).

9.5 **Cross-Faculty and Cross-Campus Majors and Minors**

Students may request to combine a Major in the Faculty with a minor offered by another Campus or Faculty. To do this, the permission of the Deans of both Faculties must be sought and obtained.

- (a) Students may register for a double Major comprising a Major in the Faculty and a Major offered by another faculty.

9.6 **GPA**

- (a) In the calculation of the GPA, a weight of zero shall be attached to all Level I courses.
- (b) Levels II and III courses shall have equal weight (credit for credit) in the determination of the GPA.
- (c) Core courses satisfying the requirements of Specials/Options, Majors and Minors must be taken into account in the determination of the GPA.
- (d) A course designated at registration as Pass/Fail or "not for credit" shall not count in the determination of the weighted/degree GPA.

9.7 **The class of degree shall be awarded as follows:**

- First Class Honours - Weighted/Degree GPA of 3.60 and above
- Upper Second Class Honours - Weighted/Degree GPA of 3.00 - 3.59
- Lower Second Class Honours - Weighted/Degree GPA of 2.50 - 2.99
- Pass - Weighted/Degree GPA of 2.00 - 2.49

- 9.8 Except where otherwise prescribed in the Faculty's regulations, a student whose GPA is less than 2.00 shall not normally be awarded a degree from the Faculty.
- 9.9 The following GPA scheme shall be applied to all new and continuing undergraduate students in the University.

9.10 GPA Marking Scheme

GRADE	GPA/QUALITY POINT	% RANGE
A+	4.3	90-100
A	4.0	80-89
A-	3.7	75-79
B+	3.3	70-74
B	3.0	65-69
B-	2.7	60-64
C+	2.3	55-59
C	2.0	50-54
F1	1.7	40-49
F2	1.3	30-39
F3	0.0	0-29

- 9.11 Students who have marginal failures on their transcripts, but who are otherwise progressing well, will have an opportunity to recover from those failures and attain the minimum Grade Point (2.00) to continue, because quality points will be awarded for marginal failures (between 30% and 49%).

10. AEGROTAT DEGREE
(Also applicable to Diploma and Certificate)

- 10.1 A candidate taking final examinations in respect of a degree, diploma or certificate programme and who had been absent through illness from one or more examinations, may apply for the award of an aegrotat degree, diploma or certificate on the following conditions:
- (a) Where the whole of the final examination for a degree, diploma or certificate is taken at the end of the final year of the course and he/she has completed more than half of the examination but has been absent from the remainder of that examination.
 - (b) Where the final examination is in two or more parts (the award of the degree, diploma or certificate is dependent on the performance in each of these parts) and he/she has successfully completed the first one or two parts or more than half of the final part, but has been absent from the remainder of the examinations for the final part.

- (c) Where the final examination is in two parts and the student has completed the first part (second year) with a B average or higher and his/her course work during the final year of the course has been of a consistently high standard, but he/she has been absent from the other part of the examination.
 - (d) The Examiners consider that in the work which the candidate has submitted at such time of the final examination as he/she had attended, he/she reached a standard which, if also reached in the remainder of the examination, would have qualified him/her for the award of a degree, diploma or certificate.
- 10.2 All applications for an aegrotat degree, diploma or certificate must be referred by the Registrar to the Faculty Board of Examiners and the Board for Examinations for a recommendation to the Board of Undergraduate Studies (BUS). Applications from or on behalf of candidates must be accompanied by a medical certificate signed by (a) University Health Officer, or (b) the Dean of the Faculty of Medicine in consultation with the appropriate members of the Medical School, or (c) other medical personnel appointed for this purpose by the University, and shall reach the Registrar not later than thirty days from the last examination paper written by the candidate.
- 10.3 In assessing an application for an aegrotat degree, diploma or certificate, reports from the Head of Academy on the candidates work should be taken into consideration. Oral examinations where possible, by internal examiners may be an aspect of examinations for the award of an aegrotat degree.

11. LEAVE OF ABSENCE AND VOLUNTARY WITHDRAWALS

- 11.1 A candidate who does not wish to commence studies during the year he or she was offered a place in the Faculty may apply for deferral of entry through the Admissions Section of the Registry.
- 11.2 A student who, for good reason, wishes to be absent from an academic programme for a semester or more must apply for formal leave of absence to the Campus Academic Board, through the Dean, stating the reason for the application.
- 11.3 The length of such leave of absence, if granted, will be subject to approval by the Academic Board of the Campus concerned, but will not exceed one academic year in the first instance terminating at the end of the academic year for which the application is approved.
- 11.4 Leave of absence will not be granted for more than two academic years or four semesters over the life of a student's programme.

- 11.5 Leave of absence may be granted for one semester or for an academic year.
- 11.6 Applications for leave of absence (LOA) for **Semester I** and **Semester II** must be made before the end of the first week of October and before the end of the second week of February respectively and courses will be removed from the record.
- 11.7 Applications for late leave of absence (LLOA) may be subject to a fee to be determined by the Academic Board. The amount of the fee may increase depending on the lateness of the request.
- 11.8 Students who have attended classes and have requested leave of absence after the dates specified at 12.6 will normally have to pay a fee equivalent to 50% of the regular tuition fee if their requests are recommended by the Faculty and approved by the Academic Board.
- 11.9 Application for Late Leave of Absence (with removal of course or waiver of penalty) and application for retroactive leave of absence (i.e., for a previous academic year) require Academic Board approval.
- 11.10 Students may voluntarily withdraw from a programme at any point. The request may be made via the Automated Student Request System (ASRS) accessed through the Student Administrative System (SAS).
- 11.11 Voluntary withdrawals made after the final date set by the Academic Board Sub-Committee for Student Matters (ABSCSM) for such applications will be subject to the University Refund Policy and Courses will not be removed from the record.

12. TIME LIMITS FOR COMPLETION AND REQUIRED WITHDRAWALS

- 12.1 Except where otherwise prescribed in the Faculty's regulations, a student whose GPA for a given semester is less than 2.00 shall be deemed to be performing unsatisfactorily, and shall be placed on warning. A student on warning whose GPA for the succeeding semester is less than 2.00 will be required to withdraw from the Faculty.
- 12.2 Students required to withdraw for failing to complete their degree programme within the stipulated period or for poor performance as provided for in the Faculty regulations may apply for re-admission after at least one year has elapsed since withdrawal.
- 12.3 Students from one faculty who had been required to withdraw for failing to complete their degree programme within the stipulated period may apply for admission to another faculty after a minimum period of one (1) year has elapsed since their withdrawal. Such students may be granted exemption from Level I courses relevant to the new programme subject to Regulations 14.6 below. (See also Academic Forgiveness at Section J below).

- 12.4 Students who have been required to withdraw for failing to complete their Diploma or Certificate Programme may apply for re-admission to the Faculty after a minimum period of one (1) year has elapsed since their withdrawal. Such students shall not be granted exemptions from courses previously passed in the programme.
- 12.5 Applications for re-admission or waiver of the requirement to withdraw will be considered on their own merit and will only succeed if the Faculty is satisfied that the circumstances attending the reasons for the withdrawal have altered substantially.
- 12.6 Students thus admitted may in accordance with Faculty regulations be granted exemption from Level I courses subject to there being no substantive change in the content of the courses for which exemption is sought.

13. EXEMPTIONS AND TRANSFERS

- 13.1 The guidelines for granting Exemptions are:

From UWI Certificates

A student who, prior to taking the Certificate, has:

- (a) normal-level matriculation will receive exemption with Credit for all degree Courses.
- (b) lower-level matriculation will receive exemption with Credit for 5 Courses or 15 Credits*
- (c) no matriculation will receive exemption with Credit for 4 Courses or 12 Credits*

*A student may receive exemption without Credit for any other degree Course passed.

13.2 **From Other Universities¹**

- (a) A student transferring from another university to read for a UWI degree will have to do a minimum of two years of full-time study or 60 Credits.
- (b) Course outlines are to be submitted for departmental assessment, except in cases where the departments already have a record of the particular Courses. Any Course approved by departments will earn students exemption with Credit from UWI equivalent Courses up to the limit indicated by 6.3 (a) above.
- (c) Exemption without Credit may be granted for Course(s) in excess of limit indicated.

¹ It should be noted that first year (Level I) Courses in the American Four Year Undergraduate Programme will NOT usually warrant any exemption from UWI Courses.

13.3 From Three Year Associate Degree Programme at Accredited Tertiary Learning Institutions (TLI)

Exemption will be granted for all Courses that have been assessed by the University for equivalency with specific University Courses if a minimum B grade (TLI grading) has been achieved.

- 13.4 Students in another faculty who have completed all Level I Courses relating to the intended Major or Special in the Faculty are eligible for transfer to Level II/III of the degree programme offered by the Faculty.
- 13.5 Students registered in the Faculty who have completed all Level I Courses of a degree programme are eligible for transfer to another campus to complete Level II/III Courses within the Faculty.
- 13.6 Consideration for transfer may also be offered to any student indicated in 13.4 or 13.5 above who has completed some of the required Level I courses for the intended Major or Special.
- 13.7 Consideration for transfer will not be given to students in the year they were accepted to the Faculty. New students wishing to change Faculty may, upon receipt of an offer, choose to reject that offer and request to be considered for their desired Major via Admissions Sections.
- 13.8 Students approved for transfer must pursue the programme requirements outlined for the year approval was granted.
- 13.9 A student who wishes to take academic Courses as an exchange/transfer student at an institution other than the University shall be guided by Section A1 of Part VIII of the Policy on Education Abroad Programmes which is administered by the Campus International Office.
- 13.10 Where credit for a course taken at another institution is requested, it is the student's responsibility to provide all the information needed by the University to enable the University to assess this course.

14. ACADEMIC FORGIVENESS

- 14.1 Academic Forgiveness is an opportunity for failing students to recover from failure.
- 14.2 Academic Forgiveness is normally applied to students who withdraw either voluntarily or are required to withdraw by the University.
- 14.3 The Guiding Principle is to preserve the integrity of the programme the student is expected to complete.
- 14.4 Both Voluntary Withdrawal and Required Withdrawal, require students to remain out of the University system for a minimum of ONE year, unless they are changing faculties.

- 14.5 When students who have been granted Academic Forgiveness are re-admitted to the University, the Dean of the Faculty will determine which Courses, if any, may be used as transfer Credits. The maximum number of transfer Credit is 30 Credits which would normally be at Level 1 in accordance with Statute 47.
- 14.6 The Dean, may recommend to the Board for Undergraduate Studies which Level II or III Courses, if any, may be considered for Exemption with Credit when a student was previously withdrawn.
- 14.7 When a student either transfers from one faculty to another or is granted a waiver of the requirement to withdraw, she/he is considered a continuing student and carries forward his/her full record.

PART IV

Programme Requirements

 HEADS OF ACADEMY MESSAGES

 ACADEMY PROGRAMME GUIDELINES

 PROGRAMME REQUIREMENTS

 PROGRAMME OFFERINGS

 COURSE OFFERING

Message from the Head of Academy



It gives me great pleasure to welcome you to the UWI Faculty of Sport. The BSc Sports Sciences degree currently delivered by the Cave Hill Academy of Sport exposes students to the most modern concepts, models, theories and practices in sport science and sport management. Our goal is to equip you with the knowledge to contribute to the enhancement of sport on a national, regional and international level. I encourage you to take full advantage of the many sports programmes available through the Academy which also includes a host of outreach activities in the community. Sporting organizations across the region need you to assist in developing structures and policies for sustainability and growth of the industry. It is up to you to make your mark.

You are now an official Blackbird. Our motto is **“One Flies...All Soar”**.

Mrs. Amanda Reifer

ACADEMY INFORMATION AND GUIDELINES

1. The Cave Hill Academy of Sport offers the following undergraduate degrees:
 - Sport Sciences
2. Students must satisfy the programme requirements as set out in the Faculty Handbook for the year in which they were accepted to the programme.
3. Students taking two (2) Majors or a Major/Minor are required to select an alternative departmental course where a compulsory course is common to both.
4. Where the same course is listed for both a Major and a Minor, it is counted only **ONCE**, therefore, an additional approved course must also be taken to complete the required total of **60 credits**.
5. An Undergraduate Coursework Accountability Statement is to be attached by students registered for undergraduate courses in the Faculty to the front of any document submitted as a component of coursework save for when coursework consists of an invigilated examination. Where the submission is entirely in electronic form, the student shall make an equivalent declaration electronically. *(Students may download a copy of the Statement from the Faculty's website).*
6. **Anti-Requisites**
Anti-requisites are courses that **cannot be taken together** for credit.

PROGRAMME OF STUDY REQUIREMENTS

Outlined below are the programme of study requirements for the following degrees:

- **BSc. Sport Sciences (Major)**

Note: Full-time and part-time students may register for a maximum of 30 credits (10 courses) and 18 credits (6 courses) in an academic year, respectively. See **Full-time and Part-time Regulations** in Part III of this Handbook.

SPORT SCIENCES (MAJOR)

Level I (Minimum 30 credits)

1. ECON1003: Mathematics for Social Sciences I
2. ECON1005: Introduction to Statistics
3. FOUN1101: Caribbean Civilization
4. FOUN1001: English for Academic Purposes **or**
FOUN1008: Rhetoric II – Writing for Special Purposes
5. MGMT1000: Introduction to Computers
6. MGMT1001: Introduction to Management
7. PHIL1300: Critical Thinking and Analysis
8. PSYC1008: Introduction to Sport Psychology
9. SOCI1000: Introduction to Sociology II
10. SPSC1000: Introduction to Human Physiology

Level II (Minimum 30 credits)

11. MGMT2010: Introduction to Sport Management
12. PSYC2018: Social Psychology of Sport & Exercise
13. SPSC2000: Functional Anatomy
14. SPSC2005: Introductory Biomechanics
15. SPSC2010: Exercise Physiology
16. SPSC2012: Introduction to Philosophy of Sport
17. SPSC2015: Sport Nutrition
18. SPSC2020: Sociology of Sport
19. SPSC2025: Sport Law
20. SPSC2030: Ethics in Sport

Level III (Minimum 30 credits)

21. MGMT 3026 Human Resource Management in Sport
22. MGMT 3027 Sport Marketing & Public Relations
23. SOCI 2006 Qualitative Research Methods
OR SOCI 2007 Survey Design & Analysis
24. SPSC 3001 Biomechanics of Human Movement
25. SPSC 3002 Nutritional Manipulation
26. SPSC 3003 Applied Sport Psychology
27. SPSC 3005 Sport in the Global Market Place
28. SPSC 3006 Sport and International Development
29. SPSC 3008 Strategic Management in Sport Organizations
30. SPSC3004 Sport Operations and Planning

COURSE OFFERING: CAVE HILL ACADEMY OF SPORT

Codes	Course Title
SPSC1000	Introduction to Human Physiology
SPSC2000	Functional Anatomy
SPSC2005	Introductory Biomechanics
SPSC2010	Exercise Physiology
SPSC2012	Introduction to Philosophy of Sport
SPSC2015	Sport Nutrition
SPSC2020	Sociology of Sport
SPSC2025	Sport Law
SPSC2030	Ethics in Sport
SPSC3001	Biomechanics of Human Movement
SPSC3002	Nutritional Manipulation
SPSC3003	Applied Sport Psychology
SPSC3004	Sport Operations and Planning
SPSC3005	Sport in the Global Market Place
SPSC3006	Sport and International Development
SPSC3008	Strategic Management in Sport Organizations

Message from the Head of Academy



Sports has evolved from an activity that was primarily pursued for leisure and entertainment to a multibillion dollar business industry with job opportunities in fields such as marketing, business, law, science, medicine, hospitality and tourism to name a few. We at the Mona Academy of Sport are happy to be a part of the Faculty of Sport and to be at the fore of the development of new academic programmes and activities centred around sport. In the upcoming years we expect to be established as a centre of excellence for world leaders through sports. Our staff and students are expected to embody core values of: professionalism and ethics; creativity and innovation; transparency and accountability; team work; respect for diversity; integrity and creative management; efficient and effective management of resources; competitiveness; and wellness and balance.

At the Mona Academy of Sport our mission is to transform the lives of our students and student athletes through excellence in sports, education and knowledge creation. The academy therefore provides a place for those who wish to pursue combined athletic and academic development and for those who wish to pursue sports studies but experience their athletic side vicariously. Should you choose to join our team you will work with outstanding coaches and highly qualified lecturers who understand the challenges of combining athletics and academics. We look forward to working with you as we contribute to the growth and development of sport locally, regionally and internationally.

Dr. Sharmella Roopchand-Martin

ACADEMY INFORMATION AND GUIDELINES

1. The Mona Academy of Sport offers BSc. degrees in the following areas:
 - Sport Coaching (Major)
 - Sport Kinetics (Major)
2. These programmes are designed to be completed in three years by full-time students. Students may also pursue the programmes part-time.
3. Students must satisfy the programme requirements as set out in the Faculty Handbook for the year in which they were accepted to the programme.
4. Students taking two (2) Majors or a Major/Minor are required to select an alternative departmental course where a compulsory course is common to both.
5. Where the same course is listed for both a Major and a Minor, it is counted only **ONCE**, therefore, an additional approved course must also be taken to complete the required total of **60 credits**.
6. Students must satisfy the pre-requisite requirements for all courses including those not specifically stated in the list of required courses. See Course Offering information from Page 43 - 44.
7. **Anti-Requisites**
Anti-requisites are courses that **cannot be taken together** for credit.
8. **Note:** Full-time and part-time students may register for a maximum of 30 credits (10 courses) and 18 credits (6 courses), respectively, in an academic year. See **Full-time and Part-time Regulations** in Part III of this Handbook.

PROGRAMME OF STUDY REQUIREMENTS

Below are the programme of study requirements for the degrees offered.

- Sport Coaching (Major)
- Sport Kinetics (Major)

SPORT COACHING (MAJOR)

Level I (Minimum 30 credits)

1. HIST1018: The Origins and Growth of Modern Sport, (1850 – 1945)
2. FOUN1014: Critical Reading and Writing for Science and Technology and Medical Science
3. FOUN1201: Science, Medicine and Technology in Society
4. SPKN1101: Human Anatomy 1 – The Upper Quadrant
5. SPKN1102: Introduction to Physiology
6. FOUN1101: Caribbean Civilization
or LING1819: Caribbean Sign Language or a Level 1 Foreign Language
7. SPKN1103: Human Anatomy 2 – The Lower Quadrant
8. SPKN1104: Introduction to Sport and Exercise Psychology
9. SPCH1000: Sport Coaching: Basic Concepts
10. SPCH1010: Coaching Practicum 1

Level II (Minimum 30 credits)

11. PHIL2028: Sports Ethics
12. SOCI1005: Introductory Statistics for the Behavioural Sciences
13. SPCH2000: Fundamentals of Sport Coaching
14. SPKN2102: Exercise Physiology 1
15. SPKN2106: Sport and Exercise Nutrition
16. SPKN2104: Motor Control and Motor Learning
17. SPKN2103: Exercise Physiology 2
18. SPKN2107: Sport and Exercise Biomechanics
19. SPCH2001: Sport Coaching and Learning
20. SPCH2010: Coaching Practicum 2

Level III (Minimum 30 credits)

21. LANG3101: Communication in the Workplace: Principles and Practices
22. SPCH3000: Advanced Coaching
23. SPKN3102: Applied Biomechanics in Sport and Exercise
24. SPKN3101: Strength and Conditioning Training
25. SPCH3010: Coaching Practicum 3
26. SPSC2025: Sport Law
27. SPKN2108: Pharmacology and Doping in Sport
28. SPKN3106: Ergonomics in Sport and Physical Activity
29. SPCH3001: Research Methods in Sport Coaching
30. SPCH3020: Coaching Practicum 4
31. SPCH3030: Coaching Practicum 5

SPORT KINETICS (MAJOR)

Level I (Minimum 30 credits)

1. HIST1018: The Origins and Growth of Modern Sport, (1850 – 1945)
2. FOUN1014: Critical Reading and Writing for Science and Technology and Medical Science
3. FOUN1201: Science, Medicine and Technology in Society
4. SPKN1101: Human Anatomy 1 – The Upper Quadrant
5. SPKN1102: Introduction to Physiology
6. FOUN1101: Caribbean Civilization
or LING1819: Caribbean Sign Language or a Level 1 Foreign Language
7. SPKN1103: Human Anatomy 2 – The Lower Quadrant
8. SPKN1104: Introduction to Sport and Exercise Psychology
9. SPCH1000: Sport Coaching: Basic Concepts
10. SOCI1005: Introductory Statistics for the Behavioural Sciences

Level II (Minimum 30 credits)

11. PHIL2028: Sports Ethics
12. SPKN2102: Exercise Physiology 1
13. SPKN2106: Sport and Exercise Nutrition
14. SPKN2104: Motor Control and Motor Learning
15. SPKN2105: Research Methods in Sports and Exercise Science
16. SPKN2103: Exercise Physiology 2
17. SPKN2107: Sport and Exercise Biomechanics
18. SPKN2108: Pharmacology and Doping in Sport
19. SPKN2109: Adaptive Sport Kinetics
20. SPKN2110: Responsible Conduct of Research

Level III (Minimum 30 credits)

21. LANG3101: Communication in the Workplace: Principles and Practices
22. SPKN3101: Strength and Conditioning Training
23. SPKN3102: Applied Biomechanics in Sport and Exercise
24. SPKN3103: Data Analysis in Sport and Exercise Science
25. SPKN3110: Sport Kinetics Practicum 1
26. SPKN3104: Sport Technology and Design
27. SPKN3105: Athletic Performance in Extreme Environments
28. SPKN3106: Ergonomics in Sport and Physical Activity
29. SPKN3120: Sport Kinetics Practicum 2
30. SPKN3121: Research Project

COURSE OFFERING: MONA ACADEMY OF SPORT

COACHING, KINETICS			
Codes	Course Title	Sem.	Pre-requisites
SPCH1000	Sport Coaching: Basic Concepts	2	None
SPCH1010	Coaching Practicum 1	2	SPCH1000
SPCH2000	Fundamentals of Sport Coaching	1	SPCH1000, SPCH1010
SPCH2001	Sport Coaching and Learning	2	SPCH1000
SPCH2010	Coaching Practicum 2	2	SPCH1000, SPCH2000, SPKN2104
SPCH3000	Advanced Coaching	1	SPCH1000, SPCH2000
SPCH3001	Research Methods in Sport Coaching	2	SOCI1005 or ECON1005 or equivalent statistics course
SPCH3010	Coaching Practicum 3	1	SPCH1000, SPCH2000, SPCH2010, SPKN2104, SPKN2107
SPCH3020	Coaching Practicum 4	2	SPCH1000, SPCH2000, SPCH2010, SPKN2104, SPKN2107, SPKN3102
SPCH3030	Coaching Practicum 5	2	SPCH1000, SPCH2000, SPCH2010, SPKN2104, SPKN2107, SPKN3102
SPKN1101	Human Anatomy 1 – The Upper Quadrant	1	None
SPKN1102	Introduction to Physiology	1	None
SPKN1103	Human Anatomy 2 – The Lower Quadrant	2	SPKN1101
SPKN1104	Introduction to Sport and Exercise Psychology	2	None
SPKN2102	Exercise Physiology 1	1	SPKN1102
SPKN2103	Exercise Physiology 2	2	SPKN1102
SPKN2104	Motor Control and Motor Learning	1	None

SPKN2105	Research Methods in Sports and Exercise Science	1	SOCI1005 or ECON1005 or equivalent statistics course
SPKN2106	Sport and Exercise Nutrition	1	SPKN1102
SPKN2107	Sport and Exercise Biomechanics	2	SPKN1101, SPKN1103
SPKN2108	Pharmacology and doping in sport	2	SPKN1102, PHIL2028
SPKN2109	Adaptive Sport Kinetics	2	SPKN1101, SPKN1103
SPKN2110	Responsible Conduct of Research	2	SPKN2105
SPKN3101	Strength and Conditioning Training	1	SPKN2102
SPKN3102	Applied Biomechanics in Sport and Exercise	1	SPKN2107
SPKN3103	Data Analysis in Sport and Exercise Science	1	SPKN2105
SPKN3104	Sports Technology and Design	2	None
SPKN3105	Athletic Performance in Extreme Environments	2	SPKN2102, SPKN2103
SPKN3106	Ergonomics in Sports and Physical Activity	2	None
SPKN3110	Sport Kinetics Practicum 1	1	SPKN2102, SPKN2103, SPKN2104, SPKN2107
SPKN3120	Sport Kinetics Practicum 2	2	SPKN2102, SPKN2103, SPKN2104, SPKN2107
SPKN3121	Research Project	2	SPKN2105, SPKN2110
SPSC 2025	Sport Law	2	None

Message from the Head of Academy



The Open Campus Academy of Sport (OCAS) was launched on 1st August 2017 as the most recent academy in the new UWI Faculty of Sport. The Academy is unique in the Faculty as it reaches all 17 Open Campus Countries through online and part time courses and programmes. We are in the early stages of working with our sister academies to adapt the Faculty's existing programmes for online delivery in all our countries, and for ensuring that we provide the face to face teaching that you will need to complete practical aspects of your learning. Our strength in the Open Campus is in our outreach education initiatives, and we will be working with local sports organisations and schools to identify potential sports development and coaching talent in communities, and provide training in coaching skills and management of the organisation of sports at the community level.

Our mascot is the hummingbird (*Archilochus colubris*) whose diverse colours include vivid red/orange (the Open Campus colour) and plumage reflecting the colours of the Caribbean Sea. We have named our mascot **OKHA** (pronounced "O CAH") the Zulu word for fire, reflecting both the campus colours and competitive spirit.

We aim to have our degree and certificate programmes up and running in **January 2019**, and look forward to welcoming you on our courses wherever you are in the region - from Belize to the Bahamas to Grenada!

Mr. Lincoln Williams

MESSAGE

The Sport and Physical Education Centre (SPEC) at St. Augustine has been a shining example of the Campus' commitment to Sports and emphasis on Physical Education and healthy lifestyles. Over the years SPEC has facilitated programmes related to Sport. With the advent of the Faculty of Sport, these and new programmes will reside within one faculty.

The St. Augustine Academy of Sport will therefore administer Certificate level, Bachelors, Masters and PhD programmes for all interested in studies in Sports. Our Sports Coaching and Sports Kinetics programmes will kick start the Bachelors programmes that will grow year by year.

Through SPEC we remain committed to expand sporting activities with focus on making our teams at St. Augustine the top teams in Trinidad and Tobago. With the introduction of programmes specifically designed for athletes, this is the place to play and learn!

Our outreach programmes not only extend activities of the Academy, but allow our students to get the practical experience needed while pursuing their degree.

We hope that you will enjoy this journey of complete immersion into the academics and Sport at St. Augustine.

Dr. Akshai Mansingh
Dean

PART V

Programme Requirements

 COURSE DESCRIPTIONS

COURSE DESCRIPTIONS

NOTE: Each course has a weighting of 3 credits unless otherwise specified.

CAVE HILL ACADEMY OF SPORT

SPSC 1000 – INTRODUCTION TO HUMAN PHYSIOLOGY

The primary goal of this course is to offer a basic presentation of the function of the major organs and organ systems of the human body. The course describes how the different systems of the body are involved in performing specific tasks and how their functions are integrated. It is expected that the student understand the unique role of each organ and organ system in maintaining health. Students should be able to describe the functions of the distinctive cells that comprise each major organ and when appropriate define the role of physiological functional units. It emphasizes the setpoint around which the physiological variables are maintained. The importance of different physiological feedback systems in maintaining the human body function at rest and under various forms of stresses is described. The course starts with acquiring a basic idea about cell – its organelles and their role. Physiological significance of body fluid has been explained thereafter, before discussing the role of individual systems of the human body. The cardiovascular and the respiratory systems are described more precisely over other. This will equip the student to acquire the necessary foundation on exercise physiology to proceed to the next level of planning for performance in competition for potential professional athletes and teams.

SPSC 2000 – FUNCTIONAL ANATOMY

This course introduces the basic principles of biomechanics and kinesiology as they pertain to human movement. Students will study the osteology of the human body and identify anatomical landmarks through use of palpation skills. This course discusses myology and neurology of the abdomen, back, pelvic girdle and lower extremities, and provides an introduction to the upper extremity, head, and neck. Manual muscle testing and basic therapeutic exercise, as applied to the lower extremities and gait evaluation are also included in this course.

SPSC 2005 – INTRODUCTORY BIOMECHANICS

This is an introductory course covering the anatomical factors and physical or mechanical laws that govern human motion. The course focuses on qualitative and quantitative techniques for analysis of full-body and multi-segment human motions, and the force systems that cause and resist these motions. Emphasis is placed on how to translate this information into practice.

SPSC 2010 – EXERCISE PHYSIOLOGY

This course provides the fundamentals of exercise physiology. It explains how exercise alters physiological variables from resting state to their upper limits and how regular exercise and/or training can influence various systems so that stress can be better tolerated by trained athletes. This course seeks to determine aerobic and anaerobic power of an athlete that may help in predicting possible success of the athlete in a particular event. Students from this course will learn the physiological basis of determining aerobic and anaerobic power that helps the trainer in scheduling training programmes of the athlete. This course explains adequately how to control body

weight while explaining various techniques of measurement of body composition. Training of female athletes and elderly individuals is also covered.

SPSC 2012 – INTRODUCTION TO PHILOSOPHY OF SPORT

Philosophy is the art of wondering and the love of wisdom. This introductory level course will conduct a philosophical analysis into the nature, purpose and significance of various domains of sport, asking questions about the fundamental value and purpose of these concepts. Students will examine the nature and values of human movement utilizing nonempirical methods of philosophers, and will read, discuss and analyse various philosophical works.

SPSC 2015 – SPORT NUTRITION

This course focuses on basic nutrition in sports, the view of sports nutrition today, the types of foods and diet that affect performance, the coupling of exercise and proper diet for producing a healthy lifestyle that can maintain the prevention and management of chronic diseases, optimal athletic performance and lifetime health benefits. Students will discuss why it is important to be able to evaluate the intake of certain nutrients and supplements when exercising by the learning the way the body utilizes these materials and how these practices complement future diet and exercise of the individual as well as techniques for setting appropriate quality levels.

SPSC 2025 – SPORT LAW

This course, which is aimed at sports administrators principally, addresses the major legal themes that intersect the regulation and management of sporting activity. The approach is analytical in nature and it should prove applicable both in the articulation of issues when seeking professional advice and as a tool to resolve minor legal issues that may arise from time to time.

SPSC 2030 - ETHICS IN SPORT

This course aims to expose students to the knowledge and skills necessary to think through difficult ethical decisions encountered in the sporting environment and to make responsible decisions. It seeks to develop standards of professionalism that will allow the practitioner to identify, analyse and resolve ethical issues in decision-making in the area of sport.

SPSC 3001 – BIOMECHANICS OF HUMAN MOVEMENT

This course will develop an understanding of the relationship between external and internal loading of the biological materials. It will also develop knowledge of muscle structure, mechanics and function. The course will cover topics such as advanced sport performance analysis, technology and motion analysis software for analysis of data.

SPSC 3002 – NUTRITIONAL MANIPULATION

This course will focus on the mechanisms through which diet manipulation and specific food supplements alter metabolism, and the effects of ensuing metabolic changes on sports performance and health. The course will cover topics such as energy metabolism, measuring nutritional status for health and performance, managing weight, and disordered eating athletes.

SPSC 3003 – APPLIED SPORT PSYCHOLOGY

This module will provide the student with an understanding and critical analysis of the role of psychological principles in sport from an applied perspective. The focus will be on helping the individual or group to enhance performance and deal with adversity or general growth. Students will develop an understanding of how to plan, implement and evaluate a psychological skills training programme for an individual or groups.

SPSC 3004– SPORT OPERATIONS AND PLANNING

This course examines the principles and techniques of planning and operating sport facilities focusing on operational concepts, administration event and risk management best practices.

SPSC 3005 – SPORT IN THE GLOBAL MARKET PLACE

This course explores sport business internationally including the production and consumption of professional and Olympic-linked sports and the impact of globalization on sport. Themes explored include imperialism, globalization, commercialization, the Cold War, marketing, comparative sport models of participation and spectating.

SPSC 3006 – SPORT AND INTERNATIONAL DEVELOPMENT

This course explores the roles of sport in international development with focus on Africa, Asia and Latin America. NGOs, international federations, professional leagues and grassroots initiatives will be examined. Students will explore the roles of imperialism and globalization on international development over the past 150 years. Students will examine the background to uneven patterns of development internationally and then examine the place of sport within this context. Specific focus will be on the role of sport and development in the societies of Africa, Latin America and Asia.

SPSC 3008 – STRATEGIC MANAGEMENT IN SPORTS ORGANIZATIONS

This course investigates the skills and knowledge applicable to the process of planning for an organization's future including a focus on contemporary issues. Key elements of policy development and strategic planning will be considered including the role of mid and top level managers, strategy formulation, ethical and environmental analysis, and strategy implementation.

SPCH1000 – SPORT COACHING: BASIC CONCEPTS

Through a mixture of lectures and interactive activities students will explore issues such as conceptual development in sports, coaching philosophy in sports, complex interactions between the athlete and coaches, team planning and they will also explore the different roles and contributions of the coach at individual and societal levels.

SPCH1010 – COACHING PRACTICUM 1

During this course students will observe coaches planning and implementing coaching sessions. They will also interact with the athletes to obtain their perception of the sessions. Students will rotate every two weeks through a different sport. Each week they will be required to submit an analytical piece to the course coordinator based on their observation of the coaching session

SPCH2000 – FUNDAMENTALS OF SPORT COACHING

This course builds on the year 1 course Sports Coaching: The Basics. Through a mixture of lectures and interactive activities students will learn to establish coaching plans, make decisions about effective practice sessions, evaluate competition environments and explore the role of reflective practice in coaching.

SPCH2001 – SPORT COACHING AND LEARNING

Through a mixture of lectures and interactive activities students will be exposed to different learning theories and explore how each can be applied to developing more effective coaching sessions. These include behavioural and social cognitivist, experiential, humanist, constructivist and critical and post-structural theories. The social and ethical aspects of learning will also be explored.

SPCH2010 – COACHING PRACTICUM 2

This course provides the student with an opportunity to practice coaching skills. Students will be expected to prepare and deliver weekly coaching plans for the assigned sport. Every two weeks students will submit a sample of one coaching plan done during the period, a reflective piece the coaching session associated with the plan and a revised plan based on the reflective piece and input from coaching supervisors.

SPCH3000 – ADVANCED COACHING

Through a mixture of lectures and interactive activities students will be able to link core values and philosophy in coaching. They will learn how to develop team cohesion and trust, optimize athletes' performance and build and design evaluation systems. Students will also learn to identify signs of burnout in athletes and how to help athletes manage pressure.

SPCH3001 – RESEARCH METHODS IN SPORT COACHING

This course is designed to introduce the principles and ethical considerations in relation to different types of research. Topics covered include developing a research question, critiquing the literature, research designs, data collection, theory of measurement and principles of data analysis. Students are expected to develop skills in critically appraising published literature, developing research questions and writing research proposals.

SPCH3010, 3020 & SPCH3030 – COACHING PRACTICUM 3, 4 & 5

This course provides the student with an opportunity to practice coaching skills. Students will be expected to prepare and deliver weekly coaching plans for the assigned sport. At the end of each week students will submit their original coaching plan, a reflective piece on the week's coaching activities and a revised plan based on the reflective piece and input from coaching supervisors. Students will also be required to analyse individual athletes and identify strengths and weaknesses in movement performance

N.B. *Each practicum will focus on a different sport.*

SPKN1101 – HUMAN ANATOMY 1 – THE UPPER QUADRANT

This course covers the anatomy of the upper quadrant of the body. Students will be exposed to histology, embryology and the gross anatomy of the, upper limb and thorax. Key features of different muscles and bones in the upper quadrant will be examined together with the associated functions of the musculoskeletal structures in the upper quadrant. Common sporting injuries for the upper quadrant will also be discussed.

SPKN1102 – INTRODUCTION TO PHYSIOLOGY

The course introduces students to the basic function of the major organs and organ systems of the human body. It describes how the different systems of the body are involved in performing specific tasks and how their functions are integrated. Students are given a general overview of all organ systems followed by a detailed exploration of neuromuscular, cardiovascular and respiratory systems.

SPKN1103 – HUMAN ANATOMY 2 – THE LOWER QUADRANT

Through a mixture of lectures and interactive activities students will be exposed to the structure and function of the lower quadrant of the human body. This course covers the gross anatomy of the lower limbs, lumbar spine and abdomen. Key features of different muscles and bones in the lower quadrant will be examined together with the associated functions of the musculoskeletal structures in the lower quadrant. Common sporting injuries for the lower quadrant will also be discussed.

SPKN1104 – INTRODUCTION TO SPORT AND EXERCISE PSYCHOLOGY

This course exposes students to a psychological approach to understanding human responses and adaptations to sport and exercise. Lectures, case studies, and seminars provide a platform for discussion and understanding of cognitions, affect and behaviour and the complex interactions between these. Students will acquire knowledge and understanding of sport and exercise performance and psychological factors that impact on exercise adherence. A key aim is to provide an understanding

of the application of theory to real 'applied' situations within sport and exercise settings.

SPKN2102 – EXERCISE PHYSIOLOGY 1

This course covers the physiology of exercise as it relates to the neuromuscular and musculoskeletal systems as well as hormonal control during exercise. Through a mixture of lectures and interactive activities students will be exposed to concepts related to fitness assessments including muscular strength, endurance, flexibility, power, speed, agility, muscle metabolism and hormonal control during exercise. Theories explaining strength gains with training will be explored as well as exercise prescription for different age groups and for persons with different fitness levels.

SPKN2103 – EXERCISE PHYSIOLOGY 2

This course covers the physiology of exercise as it relates to the Cardiovascular and pulmonary systems. Through a mixture of lectures and interactive activities students will explore issues such as normal and abnormal cardiorespiratory function, response to exercise training, aerobic and anaerobic training in different environmental conditions. Exercise prescription for several different groups will be explored.

SPKN2104 – MOTOR CONTROL AND MOTOR LEARNING

This course exposes the student to theories and concepts regarding how movement occurs. Through a mixture of lectures and interactive lab activities students begin to develop an understanding of how movement skills are acquired and explore methods to improve motor learning and retention of learning. Topics include control of movement, sensory and perceptual contributions to motor learning, information processing, optimal conditions for learning motor skills, modes of feedback delivery during learning, and individual variability in skill acquisition. Students will apply the principles of motor learning to coaching, athletic training and exercise for health and wellbeing.

SPKN2015 – RESEARCH METHODS IN SPORT AND EXERCISE SCIENCE

This course is designed to introduce the principles and ethical considerations in relation to different types of research. Through lectures and interactive classroom exercises students will learn to develop operational research questions, conduct literature reviews and design research protocols using appropriate study designs and research methodologies.

SPKN2106 – SPORT AND EXERCISE NUTRITION

Through a mixture of lectures and interactive activities students will be exposed to concepts related to nutritional sources for athletes, sport performance and energy demands, food selection, digestion and hydration. Students will learn to how to complete a nutritional assessment using food logs and how to help athletes establish nutrition-based goals.

SPKN2107 – SPORT AND EXERCISE BIOMECHANICS

Through a mixture of lectures and interactive activities students will gain knowledge on the mechanical operation of the human body. They will learn how the body generates forces and how to calculate these forces. They will also be introduced to the concepts like torque and moments and learn how these can be manipulated to maintain equilibrium. The impact of external forces will also be examined, and

students will learn how to determine optimal points for applying external forces to improve muscle performance in a safe manner.

SPKN2108 – PHARMACOLOGY AND DOPING IN SPORTS

This course will explore the history of doping in sports and students will be exposed to the list of banned substances, methods of testing, pharmacology associated with doping and testing, the role of the World Anti-Doping Agency (WADA) and resources where they can remain current with changes in the list of substances and regulations regarding doping in sports.

SPKN2109 – ADAPTIVE SPORT KINETICS

This course will expose students to the history of sports for persons with disabilities, available competition opportunities, coaching methodology and organization of events. Common injuries and sports medicine issues will also be explored.

SPKN2110 – RESPONSIBLE CONDUCT OF RESEARCH

This course is designed to introduce the principles and ethical considerations in relation to different types of research. Topics covered will include: history and principles of research ethics; main ethical theories; international, regional and local guidelines governing conduct of research; ethical issues associated with specific research designs; role and composition of ethical review boards; critical appraisal of research proposals, genetic research and biobanks, community based participatory research and researcher misconduct.

SPKN3101 – STRENGTH AND CONDITIONING TRAINING

Through a mixture of lectures and interactive activities students will explore different approaches and theories with regards to strength training. They will be exposed to goal setting and injury prevention during strength and conditioning training and will examine issues related to strength and conditioning training in special groups like young athletes, women and senior athletes.

SPKN3102 – APPLIED BIOMECHANICS IN SPORT AND EXERCISE

Through a mixture of lectures and interactive activities students will be exposed to various methods of conducting complex analysis of movement patterns using qualitative and quantitative methods. They will be exposed to current literature regarding analysis of important activities in some sports for example bowling, sprint starts, golf swings. Students will also be exposed to the range of technology available for conducting movement analysis.

SPKN3103 – DATA ANALYSIS IN SPORT AND EXERCISE SCIENCE

This course is designed to teach students the basics of data analysis and expose them to software for conducting qualitative and quantitative analysis. During the course students will be given sample data sets to work with and will be shown how to use different programmes to analyse data. They will also be exposed to the process of determining relevant statistical tests to use for analysing different types of data and interpretations of statistical findings.

SPKN3105 – ATHLETIC PERFORMANCE IN EXTREME ENVIRONMENTS

This course examines the capacity of the body to tolerate and adapt to extreme environmental conditions. Students will be exposed to the physiological impact of

heat, cold, high altitude, and hypobaric environments on the human body. They will also examine strategies that can be used to minimize these effects as persons travel for competition or recreational sporting activities to environments that are very different from their home environments. Air pollution and disruptions to the body's natural rhythm will also be explored.

SPKN3106 – ERGONOMICS IN SPORT AND PHYSICAL ACTIVITY

Through a mixture of lectures and interactive activities students will explore issues such as the design of effective equipment, clothing, and playing surfaces; methods of assessing risk in situations; and staying within appropriate training levels to reduce fatigue and avoid overtraining. Ergonomics will also be explored in the context of physically active special populations.

SPKN3110 – SPORT KINETICS PRACTICUM 1

This course provides the student with an opportunity to conduct fitness testing on groups of individuals and plan and deliver group fitness training activities. At the end of each week students will submit a reflective piece on the week's activities. Students will also be required to conduct biomechanical analysis of individual athletes and identify strengths and weaknesses in movement performance

SPKN3120 – SPORT KINETICS PRACTICUM 2

This course provides the student with an opportunity to conduct fitness testing on groups of individuals and plan and deliver group fitness training activities. Students will also be conduct biomechanical analysis of individual athletes and identify strengths and weaknesses in movement performance and recommend techniques to improve performance.

SPKN3121 – RESEARCH PROJECT

During this course students will conduct the research protocol that they developed in year 2 of the programme. They will be guided by a supervisor through the process of data collection and analysis and a final research thesis will be submitted for grading. The thesis will take the form of a paper for submission to a journal for possible publication.

SPSC2025 – SPORT LAW

This course, which is aimed at sports administrators principally, addresses the major legal themes that intersect the regulation and management of sporting activity. The approach is analytical in nature and it should prove applicable both in the articulation of issues when seeking professional advice and as a tool to resolve minor legal issues that may arise from time to time.

PART VI

 FACULTY SCHOLARSHIPS

Cave Hill Campus Sport Scholarship

The purpose of the Award is to increase access to higher education for Caribbean nationals who show particular promise in a sporting discipline. It shall be tenable at the University of the West Indies, Cave Hill Campus, Barbados.

Eligibility & Field of Study

The Award shall be open to nationals of the Caribbean Community who:

1. Have gained admission, or qualified for admission for full-time study at the University of the West Indies, Cave Hill Campus to read for a three or four-year degree undergraduate programme in any discipline offered at the Campus or to full time graduate studies in any academic field (funding will not be available to persons enrolled in self-financing programmes).
2. Have demonstrated an exceptional capacity for a high level of performance in a sports discipline; as verified by the Head, Academy of Sport.

Mona Campus Sport Scholarship

The Mona Academy of Sport at UWI-Mona participates in eight sporting disciplines at the local and national level. A limited number of sports scholarships to athletes seeking to pursue academics at UWI.

CRITERIA

Applicants hoping to obtain a sports scholarship must meet the following minimum criteria:

Non UWI Students

1. Must meet the minimum matriculation requirements of the university (5 CXC subjects including English Language and/or Mathematics).
2. Have been demonstrating excellence in sports performance on either a high school, national team or other post-secondary team in the sport.

UWI Students

Students at UWI who have been representing the university on any sports team and have a minimum academic average of C or Grade Point Average (GPA) of 2.0 can apply for a scholarship.

MEDICAL REQUIREMENTS

Applicants who are shortlisted will be required to obtain medical clearance by the UWI Sports Medicine Clinic. This will involve a sports medical, musculoskeletal and fitness evaluation which is normally done over a two-day period.

Applicants will be fully responsible for the cost of this evaluation

SCHOLARSHIP OFFERINGS

The categories of financial assistance available are as follows:

- **Platinum** - full accommodation (maximum \$270,000) and \$300,000 towards tuition.
- **Gold** - tuition only (maximum \$300,000).
- **Silver** - accommodation only (maximum \$270,000).

Scholarship athletes receive 9 meals per week at a cost of (\$4500/week) and additional meals on days of competition.

Medical care is provided to injured athletes through the UWI Health Centre, UWI Sports Medicine Clinic and the UWI Hospital.

FINANCIAL RESPONSIBILITIES OF SCHOLARSHIP RECIPIENTS

Scholarship recipients are required to:

- pay their miscellaneous fees;
- cover the cost of books, other materials and personal items;
- cover all tuition and accommodation fees in excess of that covered by the scholarship.
- Complete an application form which may be collected at the Athletic Development and Training Section (ADT) or downloaded from UWI Mona at:<https://www.mona.uwi.edu/sports/scholarships-bursaries>
- Return the completed forms to the ADT for processing.
- The deadline for application is April 30th annually.

PART VII

CODES OF CONDUCT

 **RULES AND RESPONSIBILITIES**

 **GUIDELINES FOR INSTRUCTIONAL SESSIONS**

 **ROLES AND RESPONSIBILITIES OF COURSE
REPRESENTATIVES**

RESPONSIBILITIES OF FACULTY OF SPORT STUDENTS²

All Faculty of Sport students are guided to accept responsibility for their learning, development and experience. To this end, students are encouraged to:

- (a) familiarize themselves with the regulations and observe the guidelines for academic and behavioural conduct as prescribed by the Faculty and the University;
- (b) be informed of the services provided and resources available;
- (c) be managers of their time;
- (d) closely follow the programme requirements as set out in the Faculty Handbook for the year in which they joined the programme;
- (e) seize opportunities that will foster personal growth and enrich their University experience;
- (f) provide feedback to make the Faculty one which maintains a commitment to the pursuit of excellence in service, teaching, and research;
- (g) get to know their instructors. Such a relationship is valuable especially when an academic reference is required for a job or to apply for postgraduate studies. Most instructors prefer to write letters of recommendation for students who they know very well;
- (h) routinely check the Faculty's website, notice boards and UWI-provided email for information and updates;
- (i) seek help with academic and psychological issues when needed;
- (j) become familiar with and practice personal safety measures;
- (k) seek to have queries, concerns, and complaints addressed via the appropriate channels in a timely manner. In-course matters should first be brought to the attention of the tutor or lecturer. If unresolved, students may, either by themselves or as a group, take the matter to the Head of the Academy concerned and subsequently to the Dean;
- (l) use designated student parking areas. Students are not usually allowed access to the Faculty's car parks, however, students who have a physical disability or otherwise unable to use the University car park because of a medical condition may apply to the Faculty Office for a special permit; and
- (m) adhere to the Faculty's non-smoking policy in buildings or other enclosed areas.

² Adopted from FSS, Mona

FACULTY OF SPORT CODE OF CONDUCT³

Preamble

This code has been generated in line with what is believed to be staff and students' general perceptions on what may or may not be considered appropriate conduct, and has been formulated through constant consultation with representatives of the relevant groups. This has been done in recognition of the fact that the faculty and its environs should be associated or seen as being synonymous with activities that uphold the university's, and by extensions its faculties', mandate towards the expansion and promotion of pursuits of an academic nature; and that persons therein should aspire to conduct themselves in a manner that may be considered socially acceptable. Therefore, wholesale and/or blatant disregard for the stipulations made herein may result in the application of disciplinary action.

Code of Conduct

- (a) Areas surrounding lecture rooms and offices are designated quiet zones. Students shall therefore refrain from engaging in loud conversation or any other noise-generating activity that may cause disturbance. This includes, but is not restricted to singing, recitations, preaching, loud praying, the use of noise-emitting electronic equipment (i.e. radios, phones, etc.), and romping and playing of physical games (e.g. scrumage). Persons are also to refrain from the use of violent and offensive language.
- (b) The Faculty's space shall be considered as meant for activities of an academic nature. The facilities provided therein should therefore be utilized appropriately and in their rightful fashion.
- (c) Persons shall refrain from engaging in behaviour not suited for the Faculty's space, this includes the restrooms. This takes into account, but is not limited to lying down or sleeping on the furniture, public grooming, and the playing of games such as cards, dominoes and other such board games. Persons shall also refrain from engaging in any activity which amounts to an inappropriate public display of affection.
- (d) Persons shall refrain from lingering or congregating along designated pathways in a manner that may obstruct free movement. This includes the sitting on of stairs and railings. Additionally, persons shall avoid walking in or through gardens and related lawns. There shall also be no riding on the pathways, except in the case of disabled persons who utilize mobility aids.
- (e) Persons are not to remove furniture from their prescribed locations. This includes removing chairs and/or tables from classrooms, benches from usual positions, etc. An exception may be made in the case where the movement of furniture is necessary to facilitate the instructional programme/process, so long as the furniture is replaced in its original position thereafter.

³ Adopted from FSS, Mona

- (f) Persons, in adhering to this General Code of Conduct, shall also be careful to abide by the stipulations of other such Faculty guidelines/policies. These include, but are not limited to the Faculty's Code of Conduct for Instructional Sessions, as well as the Faculty's Notice Posting Policy.

ROLES AND RESPONSIBILITIES OF COURSE REPRESENTATIVES ⁴

- (a) The course representative, as elected by the students of a course, should be seen essentially as being responsible for representing the interests/concerns of his/her fellow classmates regarding the course to the lecturer/instructor.
- (b) He/She is responsible for maintaining an awareness of his/her classmates' concerns and/or feelings towards the course and will also be responsible for bringing them to the fore should such action be warranted.
- (c) He/She shall meet with the course lecturer/instructor on a regular basis, so that they may have a brief discussion regarding the course, where the course representative can make known to the lecturer whatever general concerns the students may have and vice versa. It is recommended that this be done at least once every three weeks.
- (d) He/She shall report to the faculty's student representative on any pressing concerns that the students of the course may share, and on what consultation with the lecturer/instructor with respect to these concerns has yielded.
- (e) Should it become necessary to do so, he/she may, in consultation with the Faculty's student representative, bring such matters of concern to the attention of the Head of Academy.
- (f) He/She should be prepared to make him/herself available to sit on the Academy Staff/Student Liaison Committee, should such a request/ appointment be made.
- (g) The course representative shall also be responsible for administering the student evaluation of the lecturer for the course by way of the evaluation forms provided. It is suggested that this be done during the first 15-20 minutes of the class session, so as to encourage full participation on the part of the students. The lecturer/instructor should not be present in the room whilst this is being done.

⁴ Adopted from FSS, Mona

PART VIII

APPENDICES



UNIVERSITY AND FOUNDATION
COURSES



COURSEWORK ACCOUNTABILITY
STATEMENT



PRESENTING AND DOCUMENTING
MATERIAL IN COURSE ESSAYS

Appendix I: UNIVERSITY AND FOUNDATION COURSES

FOUN1001	–	English for Academic Purposes
FOUN1008	–	Rhetoric II: Writing for Special Purposes
FOUN1101	–	Caribbean Civilization
FOUN1201	–	Science, Medicine & Technology in Society
FOUN1301	–	Law, Governance, Economy & Society
FOUN1401	–	Writing in the Disciplines

FOUN1001 - ENGLISH FOR ACADEMIC PURPOSES (3 credits)

All students who are exempt from or who have passed UC010 (and have not passed CAPE Communication Studies with Grade 1 or 2) must do this course.

FOUN1008 - RHETORIC II: WRITING FOR SPECIAL PURPOSES (3 credits)

This course is designed to equip students across the disciplines (and particularly the Social Sciences, Law, and Science and Technology) with skills in business, technical and scientific writing

FOUN1101 - CARIBBEAN CIVILIZATION (3 credits)

This course includes: cultural matrices/foundations; the emergence of Caribbean Diaspora (African and Asian) civilizations; Caribbean civilization and the quest for human dignity; ideas, ideologies and theologies and aspects of Caribbean entertainment.

FOUN1301 - LAW, GOVERNANCE, ECONOMY & SOCIETY (3 credits)

This course includes: sources of law, administration of justice, constitutional and subsidiary fundamentals, nature and functions of law, theories of the state and issues of governance, comparative government, Caribbean economy, the evolution of Caribbean society, society and culture in the Caribbean, and Caribbean social problems.

FOUN1401 - WRITING IN THE DISCIPLINES (3 Credits)

This course is available to students who have passed CAPE Communication Studies with Grade 1 or 2. This course will offer such students an alternative in which they will acquire other essential writing skills, as well as an appreciation of the manner in which academic language reflects the thinking within each discipline.

Please note that in order to qualify for exemption from the Proficiency Test a student must:

- a) have passed the CSEC English Language with a Grade 1
- or**
- b) have passed the General Paper Examination with a Grade A or B or Grades 1 or 2 in CAPE Communication Skills.

Appendix II: Undergraduate Coursework Accountability Statement

To be attached by students registered for undergraduate courses in the Faculty of Social Sciences, to the front of any document submitted as a component of course work save that when coursework consists of an invigilated examination no accountability statement is required and where the submission is entirely in electronic form, the student shall make an equivalent declaration electronically.

I hereby certify that I am the author of the attached item of coursework or the section thereof for which I am responsible, herein after referred to as this paper, and that all materials from reference sources have been properly acknowledged.

I certify that I have read the relevant Faculty regulation contained in the UWI Mona Faculty of Social Sciences Undergraduate Handbook (Regulation 12) and the documents to which the regulation refers:

In particular, the relevant UWI Examinations Regulations for First Degrees, Associate Degrees, Diplomas and Certificates (78-85 in the case of the 2006-2007 Examination Regulations).

I understand what plagiarism is and what penalties may be imposed on students found guilty of plagiarism.

I certify that this paper contains no plagiarised material. In particular:

All quotations taken from other works have been referenced to the source from which I obtained them and clearly indicated in this paper by the use of quotation marks or indented paragraphs;

All paraphrases and summaries of material taken from other works have been clearly indicated by appropriate framing and/or referencing;

Where material is drawn from other works I have avoided the use of cosmetic paraphrasing thereby ensuring that I have presented paraphrases and summaries that represent substantial representation of material from the sources or alternatively I have used direct quotations;

I have included in the bibliography all works from which I have taken ideas inclusive of, where appropriate, separate lists of works that have been cited and works that have been consulted;

I certify that this is my own work and that I did not receive any unfair assistance from others (including unauthorized collaboration) in its preparation.

I certify that this paper has not previously been submitted either in its entirety or in part within the UWI system or to any other educational institution or if it has I have made an additional declaration below.

In the case of group work, I certify that the work that is the responsibility of each member of the group has been clearly indicated and that where no such indication

has been given, I take responsibility for the work as if it were the section of the paper for which I were solely responsible and that I have not collaborated with any member of the group to breach the University's regulation.

Name _____ Signature _____

Date _____

Additional accountability statement where work has been previously submitted

I have set out in an attached statement the details regarding the circumstances under which this paper or parts thereof has been previously submitted.

I have received written permission from my Supervisor/Lecturer/Instructor regarding the submission of this paper and I have attached a copy of that written permission to this statement.

I hereby declare that the submission of this paper is in keeping with the permission granted.

Name _____ Signature _____

Date _____

Appendix III: Presenting and Documenting Material in Course Essays

Students often run into trouble when presenting and documenting material in course essays. The following guidelines should help students to steer clear of any of the pitfalls that might result in being penalised for breaching academic standards. Remember, it is your responsibility to ensure that your essays adhere to the standards of academic integrity.

Types of Borrowed Material

There are three basic ways in which students may incorporate the ideas that they have confronted in their reading in their essays: quotation, summary and paraphrase. Far too many students misunderstand the differences between these.

Quotation

With a quotation, you present another writer's idea in that writer's words. You must indicate the borrowing with either quotation marks or block indentation, combined with a footnote/endnote reference. For example:

According to Stigler, "every industry or occupation that has enough political power to utilize the state will seek to control entry. In addition, the regulatory policy will often be so fashioned as to retard the rate of growth of new firms."¹

Summary

A summary is where you present another writer's idea, only not his or her words; further, you present only the core of the idea—the main point—because you condense the idea as you reword it. You must also indicate the borrowing with a footnote/endnote, usually combined with an introduction (called a frame) that also attributes the summary. Here is a summary of the sample quotation:

Stigler argues that influential economic interests seek regulations that reduce competition.¹

Paraphrase

A paraphrase is like a summary in that you present only another writer's idea, not his exact words; this time, however, instead of compressing the idea, you restate it in your own words. Thus, the paraphrase is a little like a translation. Although it isn't usually a word-for-word substitution, it often follows the pattern of the original wording. Again you must indicate the borrowing with a footnote or endnote, usually combined with an introduction that also attributes the paraphrase. Here is a paraphrase of the sample quotation from Stigler:

Stigler says that economic interests with sufficient influence over government policy will try to bring about public policies that deter competition from other firms. They will also encourage rules and regulations that are detrimental to new rivals.¹

All three types of presentation use borrowed ideas, but only a quotation uses borrowed words. You can mix another writer's words into your summary or paraphrase, but you must show the specific borrowing in quotation marks. Here is our example summary with a touch of quotation thrown in:

Stigler says that the economic interests with sufficient "power to utilize the state" will seek regulation that operates to reduce the threat of competition from potential rivals.¹

Framing Your Presentation

Whether you quote, summarise, or paraphrase, you must give due attribution to your source, by framing the borrowed idea with an introduction and a footnote/endnote. Your endnote must include a specific reference to the text from which you borrowed the material including page numbers. Keep in mind that, in the absence of a quotation, the reference in a footnote or endnote refers only to the single sentence that the notation follows. Of course, quotation marks or block indentations indicate the length of a quotation. But summaries and paraphrases don't have such ready mechanical indicators. However, you can frame a borrowing (especially a summary or paraphrase) with an introduction and a footnote. An introduction like "Stigler argues" or "According to Christopher Hood, Stigler argues" will indicate the beginning of a borrowing, and the footnote/endnote reference will indicate the end. Then the footnote reference applies to the entire borrowing.

Framing Hints

To work borrowed material into your papers, you must frame it gracefully as well as responsibly. There are many varied ways to frame a quotation, paraphrase, or summary. Here is an example of the most common approach:

According to Stigler, "every industry or occupation that has enough political power to utilize the state will seek to control entry. In addition, the regulatory policy will often be so fashioned as to retard the rate of growth of new firms."¹

Don't rely solely on this frame, or your writing will seem mechanical and monotonous. Consider the alternatives below, and also note how the authors of your reading assignments frame their references to others.

Variations on the "According to" frame:

It was Mancur Olson who first pointed out that "unless the number of individuals is quite small, or unless there is coercion or some other special device to make individuals act in their common interest, rational self-interested *individuals will not act to achieve their common or group interests.*"¹

In their article, "Institutional Perspectives on Political Institutions", March and Olsen contrast the bargaining or exchange account of politics with an institutional story which "characterizes politics in a more integrative fashion, emphasizing the creation of identities and institutions as well as their structuring effect on political life."¹

The Interrupting Frame:

"Tales of monumental blunders, blatant self interest and corruption, self-destructive organizational civil wars and feuds, astonishing failures to look ahead or take any initiative in the face of the most pressing problems are," as Christopher Hood argues in *The Art of the State*, "far from unusual in most societies."¹

The Separate-Sentence Frame:

"If bureaucrats are ordinary men, they will make most (not all) of their decisions in terms of what benefits them, not society as a whole."¹ In these terms, Gordon Tullock makes a departure from the orthodox assumption in public administration that public servants act in the public interest.

Minor Errors-Format

On one end of the spectrum are minor errors in format. There are formats in all parts of life: don't eat peas with a knife; don't begin a bibliography entry with an author's first name. For those who ignore formats, punishments range from an admonishment to a deduction of a few points from a paper's grade.

Major Errors-Plagiarism

At the opposite end of the trouble spectrum is plagiarism. Plagiarism involves presenting someone else's words or ideas without giving proper credit. Therefore, you obviously plagiarize (a) if you present someone else's words as though they were your own (by seeming to summarize or paraphrase when in fact you quote directly) or (b) if you present someone else's ideas without giving proper credit (by failing to document at all). Punishment depends on the extent of the offense. But you should realize this: any plagiarism violates academic integrity, so anything beyond the most minor, accidental plagiarism will usually result in a zero grade for a paper, with no chance to rewrite.

Major Errors-Other

On the trouble spectrum between minor errors and plagiarism, there are other serious errors that can bring severe punishment. All of them breach academic integrity (making a zero grade possible) of them could be evidence of cheating. As with plagiarism, the extent of the error will determine the extent of the punishment.

Blanket Notes

Remember that, except with quotations, a footnote or endnote generally covers only the preceding sentence. The old student standby device of putting a notation at the end of a paragraph to document something in the paragraph just won't work. The problem could, of course, simply be sloppy presentation, or the sloppiness could be interpreted as an attempt to disguise cheating. Avoid the trouble by using the frame of introduction and parenthetical notation to indicate where a borrowing begins and ends.

Wrongly Attributed Borrowing

You must attribute the material you borrow to the source you actually use. For example, you find in a book by Smith a quotation Smith borrowed from another book by Jones. If you use the Jones quotation, you must document the borrowing as material from Jones that you found in a book by Smith. You cannot, however, document the passage as if you had found it in the book by Jones or as if Smith himself had written it. Either of these ways misattributes the quotation, and you could be accused of deceiving your reader by claiming you'd read Jones' book.

Padded Bibliographies

If you use a simple one-part bibliography, you must list only the works you actually cite in your paper. You cannot list other works you didn't cite but which you think the reader should be aware of. Listing works not cited in the paper gives the appearance that you've done more work than you really have. So how can you show works that influenced you but that you didn't borrow material from? Use a two-part bibliography, the first part called "Works Cited" and the second part called "Works Consulted." Their formats are the same.

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