



**THE UNIVERSITY OF THE WEST INDIES**

**FACULTY OF SPORT**

**UNDERGRADUATE  
HANDBOOK**

**2020-2021**

## MISSION, VISION AND CORE VALUES OF THE UNIVERSITY OF THE WEST INDIES

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### **Our Vision**

To be an excellent global university rooted in the Caribbean.

### **Our Mission**

To advance learning, create knowledge and foster innovation for the positive transformation of the Caribbean and the wider world.

### **Our Core Values**

- **Integrity:** The UWI will perform in an honest, caring, ethical and trustworthy manner, and will create a culture of accountability in its management practices to ensure that these values are sustained.
- **Excellence:** The UWI will serve its internal and external stakeholders by delivering consistently high-quality and relevant service, benchmarked against international standards and operational best practices.
- **Gender Justice:** The UWI will actively create and sustain, as a core value, a social, academic, and administrative culture that supports and promotes gender equality and justice within its environments. This policy will require systematic research into its effectiveness with a view to taking appropriate actions of a corrective nature.
- **Diversity:** The UWI will foster a culture and work/study environment that is open and welcoming to different ideas and perspectives, acknowledges and values diversity, is inclusive of and affirms the dignity of all persons regardless of race, socio-economic status, age, sex, gender identity and expression, physical and mental ability, sexual orientation, family or marital status, national origin, language, political or religious persuasion, health status, and other characteristics that make its constituents unique.
- **Student Centredness:** The UWI will ensure that its policies, governance and daily operations are geared towards the delivery of an exceptional teaching and learning experience for all students.

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## TABLE OF CONTENTS

|  |           |
|--|-----------|
| <b>MESSAGE FROM THE DEAN .....</b>                       | <b>5</b>  |
| <b>HOW TO USE THIS HANDBOOK.....</b>                     | <b>7</b>  |
| LEGAL NOTICE - PROGRAMMES & COURSES .....                | 8         |
| DISCLAIMER – PRIZES & AWARDS.....                        | 9         |
| FACULTY DISCLAIMER.....                                  | 10        |
| <b>ACADEMIC CALENDAR 2020/2021 .....</b>                 | <b>11</b> |
| <b>PART 1 - INTRODUCTION TO THE FACULTY</b>              |           |
| STAFF - FACULTY OFFICE.....                              | 13        |
| ACADEMY STAFF .....                                      | 14        |
| REGISTRY PERSONNEL .....                                 | 21        |
| PRINCIPAL OFFICERS OF THE UNIVERSITY .....               | 27        |
| ABOUT THE FACULTY .....                                  | 29        |
| PROGRAMMES .....   | 30        |
| <b>PART II - INFORMATION FOR PROSPECTIVE STUDENTS</b>    |           |
| ADMISSION REQUIREMENTS .....                             | 34        |
| Proficiency Tests for New Students .....                 | 34        |
| <b>PART III - FACULTY REGULATIONS FOR THE BSC DEGREE</b> |           |
| Glossary of Terms Used .....                             | 38        |
| Orientation and Academic Advising.....                   | 40        |
| Course Credits and Weightings.....                       | 40        |
| Programme of Study .....                                 | 41        |
| Co-Curricular Credits.....                               | 42        |
| Foundation Courses .....                                 | 43        |
| Registration.....  | 44        |
| Full-Time and Part Time Regulations .....                | 46        |
| Examinations.....  | 47        |
| Requirements for the Award of Degree.....                | 50        |
| Leave of Absence and Voluntary Withdrawals .....         | 54        |
| Time Limits for Completion and Required Withdrawals..... | 55        |
| Exemptions and Transfers.....                            | 56        |
| Academic Forgiveness.....                                | 59        |
| <b>UNIVERSITY REGULATIONS ON PLAGIARISM .....</b>        | <b>61</b> |
| PLAGIARISM DECLARATION .....                             | 66        |

**PART IV - PROGRAMME REQUIREMENTS**

**CAVE HILL ACADEMY OF SPORT**

|                                   |    |
|-----------------------------------|----|
| Message from the Head.....        | 72 |
| General Student Information.....  | 75 |
| BSc Sport Sciences (Special)..... | 77 |
| Course Offering.....              | 79 |

**MONA ACADEMY OF SPORT**

|                                    |    |
|------------------------------------|----|
| Message from the Head.....         | 81 |
| BSc Sport Coaching (Special) ..... | 84 |
| BSc Sport Kinetics (Special) ..... | 86 |
| Course Offering.....               | 87 |

**OPEN CAMPUS ACADEMY OF SPORT**

|   |     |
|---|-----|
| Message from the Head.....                        | 90  |
| Academy Information and Guidelines .....          | 94  |
| BSc Sport Coaching (Special) .....                | 96  |
| BSc Sport Kinetics (Special) .....                | 98  |
| BSc Sport Leadership and Management (Major) ..... | 99  |
| Course Offering .....                             | 101 |

**ST. AUGUSTINE ACADEMY OF SPORT**

|                            |     |
|----------------------------|-----|
| Message from the Head..... | 105 |
|----------------------------|-----|

**ACADEMIC SERVICES & OPPORTUNITIES AT THE ST AUGUSTINE CAMPUS**

|  |     |
|--|-----|
| THE CAMPUS LIBRARIES.....                                | 109 |
| ACADEMIC & DISABILITY SUPPORT .....                      | 111 |
| APPLY FOR SCHOLARSHIPS & BURSARIES AT UWI ST.AUGUSTINE.. | 113 |
| EARN CO-CURRICULAR CREDITS .....                         | 114 |
| LEARN A LANGUAGE .....                                   | 116 |
| STUDENT EXCHANGE & STUDY ABROAD .....                    | 118 |

**ST. AUGUSTINE ACADEMY OF SPORT – PROGRAMME OF STUDY REQUIREMENTS**

|  |     |
|--|-----|
| BSc Sport Coaching (Special) .....                   | 119 |
| BSc Sport Kinetics (Special) .....                   | 121 |
| Certificate in the Art and Science of Coaching ..... | 122 |

**PART V – COURSE INFORMATION**

|   |     |
|---|-----|
| Sport Sciences Course Descriptions .....                                | 126 |
| Sport Coaching and Sport Kinetics Course Descriptions .....             | 133 |
| Sport Leadership and Management Course Descriptions.....                | 143 |
| Certificate in the Art and Science of Coaching Course Descriptions..... | 148 |

**PART VI – SCHOLARSHIPS**

|  |     |
|--|-----|
| Cave Hill Campus Sport Scholarship .....     | 152 |
| Mona Campus Sport Scholarship .....          | 153 |
| Dr. Tulsi Dyal Singh Sport Scholarship ..... | 155 |

**PART VII – CODES OF CONDUCT**

|  |     |
|--|-----|
| Responsibilities of Faculty of Sport Students .....        | 157 |
| Code of Conduct .....                                      | 159 |
| Roles and Responsibilities of Course Representatives ..... | 161 |

**PART VIII – APPENDICES**

|   |     |
|---|-----|
| University and Foundation Courses .....                 | 163 |
| Presenting and Document Material in Course Essays ..... | 165 |

## MESSAGE FROM THE DEAN



### **Welcome to the Faculty of Sport**

Welcome to 2020-21! A year ago, who could have imagined where we would be now. The COVID-19 pandemic affected every person in the world in some way as well as every profession. Yet few were affected the way that Sport was. Full stop! A multibillion-dollar industry ground to a complete halt. Olympics postponed, World Cups postponed, lucrative leagues postponed, all of which affected our region.

The University of the West Indies took a very nimble approach to salvage the last semester, and this has transformed teaching forever. In converting completely to online teaching, and redesigning courses, we at the Faculty of Sport have used our multi campus presence to an advantage. This year will see the delivery of some courses across campuses, so that the best lecturers and experts in each subject are available to all of you, no matter which campus you are enrolled in. With the *One UWI* approach we see improvement in delivery and interaction across all campuses which benefits all.

As our sports start to crawl back to resumption, we are mindful of the precautions and vulnerability in the upcoming year. However, we are committed to ensure that our students get their practical experience through innovative interaction and learning. And for our athletes, we are committed to providing earliest resumption as allowed by our respective Governments, ensuring that safety is our foremost priority.

The Faculty of Sport has grown impressively across all campuses of UWI with increased programme offerings and increased student uptake. We have also been advocates of Sport regionally holding seminars and workshops regularly, including during the COVID-19 hiatus. Our teams continue to perform at prominent levels in all territories and our Combined Campus and Colleges Cricket Team remains strong in the region. Our facilities continue to improve such that more events are being held at our campuses. This year we welcomed all the Caribbean Premier League teams training at our St. Augustine grounds, as the sole training facility.

The forthcoming year is full of uncertainties. What is clear is that the quality of Programmes offered at the Faculty of Sport will not be compromised. Nor will the efforts to resume training and competition at the highest level possible. We are committed to making 2020-21 a fulfilling year for you!

**Dr. Akshai Mansingh**

## IMPORTANT NOTICE ON HANDBOOK FOR THE FACULTY OF SPORT

The Faculty of Sport (FSP) is one Faculty with common programmes offered across four UWI Campuses. Programmes in the FSP are governed by a common set of regulations and students registered for these programmes **MUST** abide by these when registering and as they proceed through their programme. **STUDENTS MUST DOWNLOAD, READ AND FOLLOW**

- [THE FACULTY OF SPORT REGULATIONS](#) and
- [THE FACULTY OF SPORT UNDERGRADUATE HANDBOOK](#)

Students of the St. Augustine Campus should also be aware of the information in **this** handbook, produced by the St. Augustine Campus, as it contains important information on academic services and valuable opportunities available to students on that Campus.

Students of the Open Campus Academy of Sport must also be aware of the information in the Open Campus student handbook which provides additional guidelines for studying in the online environment.

## HOW TO USE THIS HANDBOOK

The Faculty handbooks (also known as Faculty Booklets) are available on the Campus websites in PDF format. The handbooks include:

- Relevant **Faculty Regulations** – e.g. Admission Criteria, Exemptions, Progression, GPA, Leave of Absence, etc.
- Relevant **University Regulations** including the Plagiarism Regulations and Declaration Forms
- Other Information on **Co-Curricular** courses, **Language** courses and **Support for Students** with physical and other disabilities or impairments.
- **Programme Descriptions and Course Listings** which include the list of courses to be pursued in each programme (degrees, diplomas and certificates), sorted by level and semester; course credits and credits to be completed for each programme – majors, minors and specials.



- **Course Descriptions** which may include details such as methods of assessment.

*Students should note the following:*

The Regulations and Syllabuses issued in the Faculty Handbooks should be read in conjunction with the following University Regulations:

- The Undergraduate Regulations and Syllabuses should be read in conjunction with the University regulations contained in the [Undergraduate Handbook and the University's Assessment Regulations \(St. Augustine\); Cave Hill; Mona Campus; Open Campus](#) and any subsequent amendments thereof.
- The Postgraduate Regulations and Syllabuses should be read in conjunction with the University regulations contained on the [Postgraduate Admissions website \(St. Augustine\)](#) and the [Board for Graduate Studies and Research Regulations for Graduate Diplomas and Degrees \(with effect from August 2018\)](#)

Progress through a programme of study at the University is governed by Faculty Regulations *and* University Regulations. Should there be a conflict between Faculty Regulations and University Regulations, **University Regulations shall prevail**, where appropriate.

## LEGAL NOTICE – PROGRAMME & COURSES

1. Notwithstanding the contents of Faculty Handbooks, Course Outlines or any other course materials provided by the University, the University reserves the right at any time to altogether withdraw, alter or modify its programmes or courses and/or vary its modes or methods of teaching, delivery and assessment of its programmes or courses, as deemed necessary in the following circumstances:
  - (a) As a result of any changes imposed by national laws, legislation or governmental regulations or orders made from time to time;

- (b) In response to the occurrence of a force majeure event, including but not limited to, war (whether declared or not), riots, civil disorder, epidemics, pandemics, quarantines, earthquakes, fire, explosions, storms, floods or other adverse weather conditions, strikes, lockouts or other industrial action, confiscation or any other action or authority by governmental or regulatory agencies or acts of God;
  - (c) In the event of an emergency where there is risk to life and property;
  - (d) Where the exigencies of the circumstances require such action to be taken by the University.
2. Owing to the onset of the COVID-19 pandemic, teaching, delivery and assessment of the University's programmes and courses during Semester I of Academic Year 2020/2021 will be conducted primarily through virtual/online/electronic means. The University reserves the right to extend its virtual/online/electronic modes and methods of teaching, delivery and assessment into Semester II and "Summer School" of the 2020/2021 Academic year, if deemed necessary.

Where permitted by national laws and regulations, the University may make appropriate arrangements to facilitate on-site teaching and/or conduct of practical components of specific programmes and courses, with such arrangements to follow strict adherence to all relevant COVID-19 Public Health Regulations and Guidelines and the University's Health and Safety protocols and guidelines.

## **DISCLAIMER – PRIZES & AWARDS**

In the case where Faculty/Student Prizes or Awards may be listed, the Faculty does not bind itself to award any or all of the listed prizes/awards contained herein or its stated value and reserves the right to modify or altogether remove certain prizes/awards as described in either or both the electronic and printed versions of the Faculty Handbook.

## **FACULTY 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 August 2020. 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.

THE UNIVERSITY RESERVES THE RIGHT TO MAKE SUCH CHANGES TO THE CONTENTS OF THIS PUBLICATION AS MAY BE DEEMED NECESSARY.

These regulations govern the programmes of study for all students entering in 2020/2021. Students who started programmes in previous years are governed by the regulations in force in their year of entry which can be found online at <http://uwi.edu/sport/current-students>

### ***Disclaimer:***

The information in this booklet is accurate at the time of publication. Subsequent publications may therefore reflect updated information.

## ACADEMIC CALENDAR 2020/2021

### **Semester I**

|                          |  |
|--------------------------|--|
| Semester I <i>begins</i> | Sunday August 30, 2020                           |
| Teaching <i>begins</i>   | Monday September 07, 2020                        |
| Teaching <i>ends</i>     | Friday November 27, 2020                         |
| Study Week               | Monday November 30 – Friday<br>December 4, 2020  |
| Examinations             | Monday December 07– Tuesday<br>December 22, 2020 |
| Semester I <i>ends</i>   | Tuesday December 22, 2020                        |

### **Semester II**

|                           |  |
|---------------------------|--|
| Semester II <i>begins</i> | Sunday January 17, 2021                    |
| Teaching <i>begins</i>    | Monday January 18, 2021                    |
| Teaching <i>ends</i>      | Friday April 9, 2021                       |
| Study Week                | Monday April 12 - Friday April 16, 2021    |
| Semester Break            | Monday April 19 – Sunday April 25,<br>2021 |
| Examinations              | Monday April 26 - Tuesday May 11,<br>2021  |
| Semester II <i>ends</i>   | Tuesday May 11, 2021                       |

*This calendar is subject to change by the appropriate authorities.  
This is an abridged version of the Academic Calendar.*

# PART I

## Introduction to the Faculty

### STAFF OF THE FACULTY

- Faculty Office
- Academies

### REGISTRY PERSONNEL

### ABOUT THE FACULTY

**THE FACULTY OF SPORT**

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**FACULTY OFFICE PERSONNEL**

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**OPENING HOURS**

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**Dr. Akshai Mansingh**

*JP, MBBS (UWI), FACS, MSpMed (UNSW), DM (Ortho)*

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THE FACULTY OF SPORT

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Foster, Garfield (Mr.)

Gym Attendant

Tel: Ext. 84384

Bonas, Shurlan (Mr.)

Massage Therapist

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Foster, Melissa (Ms.)

Massage Therapist

Student/Staff Massages

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Boyce, Wendell (Mr.)

Facility Attendant

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THE FACULTY OF SPORT

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Gaskin, Antoinette (Ms)  
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|                          |                     |
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| Administrative Assistant | Mrs. Carol Jordan   |

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|                          |                   |
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|--------------------------|---------------------|
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|----------------------------|-------------------|
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| Administrative Assistant   | Mrs. Fay Williams |

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Supervisor

Mrs. Camille Campbell



**THE FACULTY OF SPORT**

**REGISTRY PERSONNEL – Open Campus**

|                              |                               |
|------------------------------|-------------------------------|
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| Examinations                 | exams@open.uwi.edu            |
| Helpdesk Services            | helpdesk@open.uwi.edu         |

| <b>Open Campus Country Sites</b>  | <b>Telephone and Email</b>                                     |
|---|--|
| <b>Anguilla</b><br><b>Bermuda</b><br><b>British Virgin Islands</b><br><b>Cayman Islands and</b><br><b>Turks &amp; Caicos Islands</b><br>Dr. Phyllis Fleming-Banks<br><i>Manager, British Overseas Territories</i> | (264) 497-8156<br>phyllis.fleming-banks@open.uwi.edu           |
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| <b>Barbados: The Pine</b><br>Mr. Ryan Byer<br><i>Head (Acting)</i>  | (246) 430-1139<br>ryan.byer@open.uwi.edu                       |
| <b>Barbados: Open Learning Centre Cave Hill</b><br>Mrs. Althea Collymore<br><i>Site Coordinator</i>   | (246) 417-4210<br>althea.collymore@open.uwi.edu                |
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**THE FACULTY OF SPORT**

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| <b>St. Lucia</b><br>Dr. Veronica Simon<br><i>Head</i>  | (758) 452-3866 / 720-9640<br>st.lucia@open.uwi.edu   |
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**THE FACULTY OF SPORT**

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Administrative Assistant

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Manager

Dr. Jacqueline Huggins

**Office of Institutional Advancement & Internationalization**

Ext.: (868) 662-2002 Ext. 84280, 84206, 85010

<https://www.facebook.com/UWIInternationalOffice/>

Coordinators: Alviann Thompson, Aleksei Henry, Afiya Francis

**PRINCIPAL OFFICERS OF THE UNIVERSITY**

**Chancellor**

Mr Robert Bermudez

**Vice-Chancellor**

Sir Hilary Beckles, KA, BA, PhD *Hull*, Hon DLitt *Brock*, Hon DLitt *Hull*,  
Hon DLitt *Glasgow*, Hon DLitt *KNUST*, Hon DHL *University of the  
Virgin Islands*

**Chairpersons, Campus Councils**

Sir Paul Bernard Altman, KA, GCM, JP, BBA *Mia*, Hon LLD *UWI –  
Cave Hill*

Aziz Fares Hadeed, CBE – **Five Islands**

Earl Jarrett, OJ, CD, JP, Hon LLD *UWI*, FCA, MSc *UWI – Mona*

Her Excellency June Soomer, BA, PhD *UWI – Open Campus*

Sharon Christopher, LLB *UWI*, LLM *London*, LEC, Acc. Dir – **St.**

**Augustine**

**Pro Vice-Chancellors and Campus Principals**

V. Eudine Barriteau, FB, BSc *UWI*, MPA *NYU*, PhD *Howard* – **Cave Hill**

Densil Williams, BSc, MSc *UWI*, PhD *Manc* – **Five Islands**

Dale Webber, CD, BSc, PhD *UWI* – **Mona**

Luz Longsworth, BA, MBA *UWI*, MA *Queens*, DBA *Bath* – **Open**

**Campus**

Brian Copeland, BSc *UWI*, MSc *Tor*, PhD *Southern Cal* – **St. Augustine**

**Pro Vice-Chancellors**

Stephan Gift, BSc, PhD *UWI*

R. Clive Landis, BSc *Birmingham*, MSc, PhD *Loyola*

**Deputy Campus Principals**

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Ian Boxill, BSc, MPhil *UWI*, PhD *Colorado State* – **Mona**

Francis Severin, BA, MSc, PhD *UWI* – **Open Campus**

Indar Ramnarine, BSc *UWI*, MSc *U of Wales*, PhD *UWI*, MBA *Heriot-  
Watt* – **St. Augustine**

**University Registrar**

Maurice D. Smith, JP, BSc *NCU*, MSc *NSU*, EdD *Howard*

**University Bursar**

Andrea McNish, BSc, MSc *UWI*, FCCA, CA

**University Librarian**

**Public Orators**

Kenneth Connell, MBBS, DM *UWI*, PhD *KCL* – **Cave Hill**

Michael Bucknor, BA *UWI*, MA, PhD *U of Western Ontario* – **Mona**

Francis Severin, BA, MSc, PhD *UWI* – **Open Campus**

Christine Carrington BSc, PhD *London* – **St. Augustine**

## ABOUT THE FACULTY

### ONE FACULTY - FOUR CAMPUSES

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 four 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.

#### OVERVIEW

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 transform the world through research and academics, that develop and deliver international sports excellence in an inclusive, harmonized, and student focused environment.

#### ***Programme Development***

For the launch of the Faculty, each Campus was asked to migrate two programmes to the Faculty of Sport, but this

required some bureaucratic formalities to be completed. As a result, no new students were enrolled in the Faculty for 2017/2018.

2018/19:

- The BSc and MSc in Sport Sciences at Cave Hill were officially approved for transfer.
- Two new programmes BSc Sport Coaching and BSc Sport Kinetics were approved for delivery at Mona for 2018/2019.

2019/2020:

- The BSc Sport Coaching and Sport Kinetics were approved for delivery at the Open Campus and St. Augustine Academies of Sport.
- A new programme, BSc Sport Leadership and Management was also approved for delivery at the Open Campus Academy of Sport.

## **BSC AND CERTIFICATE PROGRAMMES**

### **BSc Sport Sciences**

The BSc Sport Sciences will incorporate the most modern and scientific approaches in the delivery of sport science. It is structured to develop transferable competencies related to biomechanics, exercise physiology, sport psychology, sport management and the other related sport science disciplines. The BSc. allows students to specialise in one of three areas: Coaching, Sports Management and Exercise and Sports Science. On completion of the programme students would be able to seek employment in their area of expertise. The degree programme is a three (3) year full-time or four (4) year part-time programme. Students must complete 30 courses or 90 credit hours in order to graduate.

### **BSc Sport Coaching**

The BSc. Sport Coaching aims to provide sports coaches with the required knowledge, skills, attitudes and techniques to deliver quality coaching to individual athletes and teams to improve sporting

performance in the Caribbean. This three-year full-time programme consists of 31 courses (93 credits). Practicums provide the opportunity to practice coaching in different sports under supervision by certified coaches. The programme may also be pursued part time.

### **BSc Sport Kinetics**

The BSc. Sport Kinetics will equip you with the required knowledge, skills, attitudes and techniques to work in different sectors of the sport and exercise market to enhance the approach being used for sport and exercise training across the lifespan. The programme will introduce coaches, athletes, sports scientists and sports enthusiasts to the science behind movement and high athletic performance. It will provide the foundation for persons wishing to become Biomechanists, Sports Nutritionists, Sports Physiologists and experts in athletic training. It will also expose persons to other emerging fields associated with sport and movement science. This three-year full-time programme consists of 30 courses (90 credits). Practicums provide the opportunity for students to translate theory to practice. The programme may also be pursued part time.

### **BSc Sport Leadership and Management**

The BSc in Sport Leadership and Management is intended to provide students with an opportunity to combine their practical sport leadership experiences with sport management theory, and to prepare them for successful careers in a sport organisational environment. Students pursuing the degree in Sport Leadership and Management have the option of also pursuing one of two minors, one in Parks and Recreation and the other in Facilities Management.

### **Certificate in the Art and Science of Coaching**

The Certificate programme is designed to help coaches develop their understanding and skills generally and in specific sporting disciplines; impart these understandings and skills to athletes in sporting disciplines; raise the standards of performance of athletes and share with others the philosophy of well-being through sport. The entire programme consists of nine (9) modules. Each module will be three (3) credits for a total of twenty-seven (27) credits.



Applicants must have at least three (3) years coaching experience at Club, School or Community level or attached to an organisation as a Sports Officer; and have reached a standard of literacy equivalent to Form Five or equivalent standing.

# PART II

## Information for Prospective Students

 ADMISSION REQUIREMENTS

 PROFICIENCY TESTS FOR NEW  
STUDENTS

 DEFINITION OF KEY TERMS

## **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**

Before registration and before beginning courses in the Faculty the candidate must have satisfied the University Matriculation requirements for entry to a degree programme.

#### **English Language Proficiency Test (ELPT)**

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), may proceed to register for the Level 1 Foundation Language courses as required in their degree programme.

For information on test registration procedures, kindly visit the English Proficiency Test Unit website at

MONA: <https://www.mona.uwi.edu/dltp/language/elptu/>

CAVE HILL:

<https://www.cavehill.uwi.edu/admissions/english-language-proficiency-test.aspx>

## **FACULTY/ ACADEMY REQUIREMENTS**

### **Three Year Programme**

Minimum of five (5) CSEC (CXC) General Proficiency (Grades I-III) or GCE O-Level subjects which include: compulsory - English Language and Mathematics **and** passes in at least two double units CAPE or 2 GCE A-Level subjects or an Associate degree with a GPA of 2.5 and above.

### **Four Year Programme**

Minimum of five (5) CSEC (CXC) General Proficiency (Grades I-III) or GCE O-Level Grade (A - C) subjects which include: compulsory - English Language and Mathematics.

***N.B. Entry into the Sport Sciences programme at Cave Hill requires one (1) approved laboratory science subject among the 5 CSEC/CXC General Proficiency (Grades I-III) subjects.***

### **Adoption of Prior Learning Assessment in the Faculty**

As of April 28, 2020, the Faculty Board agreed to adopt Prior Learning Assessment (PLA) for Sport programmes delivered at the Open Campus. Applications for PLA will be considered on a case by case basis.

PLA is a mechanism which involves identifying learning, documenting, assessing and recognising acquired skills, knowledge, values, and abilities of individuals from non-formal and informal sources, e.g. work, training, independent study, community/voluntary work, etc. The evidence may be through portfolios, challenge examinations or demonstration of skills. In the Open Campus, PLA will be based on portfolio preparation and assessment.

For additional details see <https://www.open.uwi.edu/pla>

### **Applications Deadline**

Applications for all BSc programmes are open in November of the previous academic year and extend to end of August in some instances, prior to the start of the academic year for which the applications are being made. Most programmes have entries in September only. Applications are completed online and certified documents for regional and international students 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. Local applicants are asked to present the originals and copies of the documents to the Admissions Office.

## **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 2020-2021**

The right degree programme for you will offer the combination of courses that will help you to achieve academic success and realise 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)

A **Special** is available from among the following subject areas only:

- Sport Coaching (M, OC, SA)
- Sport Kinetics (M, OC, SA)
- Sport Sciences (CH)

A **Major** is available for the following subject areas only:

- Sport Leadership & Management (OC)


# PART III

## Faculty Regulations for the BSc Degree

 PROGRAMME REGULATIONS

 GPA REGULATIONS

 EXAMINATION REGULATIONS

 UNIVERSITY REGULATIONS ON  
PLAGIARISM

## 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, 2018-2019.

***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 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: Exposition for Academic Purposes  
**OR (see Appendix I)**
  - (b) FOUN1401: Writing in the Disciplines  
**OR (see Appendix I)**
  - (c) FOUN 1008: An Introduction to Professional Writing
  - (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 for 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. **This applies only at the Cave Hill and Mona campuses.**
- 5.4 Details about Foundation courses are given in Appendix I
- 5.5 Foundation courses shall be included in the calculation of the overall 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  $\geq 3.3$  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.
- 7.8 Students accepted with lower level matriculation into the Faculty as part-time students must complete a minimum of twenty-four (24) credits and maintain a cumulative GPA of 2.7 to be eligible for transfer to full-time.

**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 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](http://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 9.2 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**

| <b>GRADE</b> | <b>GPA/QUALITY POINT</b> | <b>% RANGE</b> |
|--------------|--------------------------|----------------|
| 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 for 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 Medical Sciences 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 11.6 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.

Exemptions are subject to the discretion of the Faculty and qualifications may be deemed to be obsolete by the Faculty Board. Students who wish to apply for exemptions outside of the equivalent courses listed below may do so by submitting an exemption form to the Faculty Office. If the qualification was obtained from an external university the student would need to supply the relevant course outlines so that the courses may be assessed.

**From CAPE and BCC Associate Degree**

Exemption with credit is granted automatically for Grades 1 to 4 for CAPE Units 1 and 2 in the following subject areas:

**CAPE Subject**

CAPE Caribbean Studies  
 CAPE Information Technology  
 Units 1 & 2  
 CAPE Management of Business  
 Units 1 & 2  
 CAPE Sociology Unit 2  
 CAPE Applied Mathematics Unit 1

**UWI Level I course**

FOUN 1101 Caribbean Civilisation  
 MGMT 1000 Introduction to  
 Computers  
 MGMT 1001 Introduction to  
 Management  
 SOCI 1000 Introduction to  
 Sociology II  
 ECON 1005 Introduction to  
 Statistics\* (**from 2008**)

**BCC Associate Degree**

BCC course GED115 – Computer  
 Awareness **or** GEED160 Computer  
 Applications (Minimum GPA 2.5  
 in the Associate degree overall  
 with a minimum grade of B in the  
 course)

**UWI Level I course**

MGMT 1000 Introduction to  
 Computers

**13.2 From Other Universities<sup>1</sup>**

- (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

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<sup>1</sup> 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.

departments will earn students exemption with Credit from UWI equivalent Courses up to the limit indicated by 13.2 (a) above.

- (c) Exemption without Credit may be granted for Course(s) in excess of limit indicated.

**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 the 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.

## UNIVERSITY REGULATIONS ON PLAGIARISM

### Application of these Regulations

1. These Regulations apply to the presentation of work by a student for evaluation, whether or not for credit, but do not apply to invigilated written examinations.

### Definition of plagiarism

2. In these Regulations, “plagiarism” means the unacknowledged and unjustified use of the words, ideas or creations of another, including unjustified unacknowledged quotation and unjustified unattributed borrowing;

*“Level 1 plagiarism”* means plagiarism which does not meet the definition of Level 2 plagiarism;

*“Level 2 plagiarism”* means plagiarism undertaken with the intention of passing off as original work by the plagiariser work done by another person or persons.

3. What may otherwise meet the definition of plagiarism may be justified for the purposes of Regulation 2 where the particular unacknowledged use of the words, ideas and creations of another is by the standards of the relevant academic discipline a function of part or all of the object of the work for evaluation whether or not for credit, for example:
  - a. The unacknowledged use is required for conformity with presentation standards;
  - b. The task set or undertaken is one of translation of the work of another into a different language or format;
  - c. The task set or undertaken requires producing a result by teamwork for joint credit regardless of the level of individual contribution;
  - d. The task set or undertaken requires extensive adaptation of models within a time period of such brevity as to exclude extensive attribution;

- e. The task set or undertaken requires the use of an artificial language, such as is the case with computer programming, where the use of unoriginal verbal formulae is essential.
4. It is not a justification under Regulations 2 and 3 for the unacknowledged use of the words, ideas and creations of another that the user enjoys the right of use of those words, ideas and creations as a matter of intellectual property.

#### **Other definitions**

5. In these Regulations,  
    *"Chairman"* means the Chairman of the relevant Campus Committee on Examinations;  
    *"Examination Regulations"* means the Examination and other forms of Assessment Regulations for First Degrees Associate Degrees Diplomas and Certificates of the University;  
    *"set of facts"* means a fact or combination of facts.

#### **Evidence of plagiarism**

6. In order to constitute evidence of plagiarism under these Regulations, there shall be identified as a minimum the passage or passages in the student's work which are considered to have been plagiarised and the passage or passages from which the passages in the student's work are considered to have been taken.

#### **Student Statement on Plagiarism**

7. When a student submits for examination work under Regulation 1, the student shall sign a statement, in such form as the Campus Registrar may prescribe, that as far as possible the work submitted is free of plagiarism including unattributed quotation or paraphrase of the work of another except where justified under Regulation 3.
8. Quotation or paraphrase is attributed for the purpose of Regulation 7 if the writer has indicated using conventions appropriate to the discipline that the work is not the writer's own.
9. The University is not prohibited from proceeding with a charge of plagiarism where there is no statement as prescribed under Regulation 7.

**Electronic vetting for plagiarism**

10. The results of any electronic vetting although capable, where the requirements of Regulation 7 are satisfied, of constituting evidence under these Regulations, are not thereby conclusive of any question as to whether or not plagiarism exists.

**Level 1 plagiarism**

11. In work submitted for examination where the Examiner is satisfied that Level 1 plagiarism has been committed, he/she shall penalise the student by reducing the mark which would have otherwise been awarded taking into account any relevant Faculty regulations.

**Level 2 plagiarism**

12. Where an examiner has evidence of Level 2 plagiarism in the material being examined, that examiner shall report it to the Head of Department or the Dean and may at any time provide the Registrar with a copy of that report. In cases where the examiner and the Dean are one and the same, the report shall be referred to the Head of the Department and also to the Campus Registrar.
13. Where any other person who in the course of duty sees material being examined which he or she believes is evidence of Level 2 plagiarism that other person may report it to the Head of Department or the Dean and may at any time report it to the Campus Registrar who shall take such action as may be appropriate.
14. Where a Dean or Head of Department receives a report either under Regulation 12 or 13, the Dean or Head of Department, as the case may be, shall
  - a. where in concurrence with the report's identification of evidence of Level 2 plagiarism, report the matter to the Campus Registrar; or
  - b. where not concurring in the identification of evidence of plagiarism, reply to the examiner declining to proceed further on the report; or
  - c. where concluding that there is evidence of Level 1 plagiarism, reply to the examiner indicating that conclusion and the Examiner shall proceed as under Regulation 11.



15. Where a report is made to the Campus Registrar under Regulation 14a or 16, the Campus Registrar shall lay a charge and refer the matter to the Campus Committee on Examinations.
16. Where the Campus Registrar receives a report alleging Level 2 plagiarism from the Examiner or any other person except the Dean or Head of Department, the Campus Registrar shall refer the matter to a senior academic to determine whether there is sufficient evidence to ground a charge of plagiarism and where such evidence is found, the Campus Registrar shall proceed as under Regulation 15.
17. Where the matter has been referred to the Campus Committee on Examinations pursuant to Regulation 15, the proceedings under these Regulations prevail, over any other disciplinary proceedings within the University initiated against the student based on the same facts and, without prejudice to Regulation 21, any other such disciplinary proceedings shall be stayed, subject to being reopened.
18. If the Campus Committee on Examinations is satisfied, after holding a hearing, that the student has committed Level 2 plagiarism, it shall in making a determination on the severity of the penalty take into consideration:
  - a. the circumstances of the particular case;
  - b. the seniority of the student; and
  - c. whether this is the first or a repeated incidence of Level 2 plagiarism.
19. Where the Campus Committee is of the view that the appropriate penalty for an offence of Level 2 plagiarism is for the student to be:
  - (i) awarded a fail mark;
  - (ii) excluded from some or all further examinations of the University for such period as it may determine;
  - (iii) be dismissed from the University,it shall make such recommendation to the Academic Board.

**Clearance on a charge of Level 2 plagiarism**

20. A determination of the Campus Committee on Examinations that Level 2 plagiarism has not been found will be reported to the Campus Registrar who shall refer it to the Examiner and notify the student. Where the Committee has not identified Level 2 but has identified Level 1, it shall be reported to the Campus Registrar who shall refer it to the examiner.

**Level 2 plagiarism: Appeal to the Senate**

21. A student may appeal to the Senate from any decision against him or her on a charge of plagiarism made by Academic Board.

**Delegation by Dean or Head of Department**

22. The Dean or Head of Department, as the case may be, may generally or in a particular instance delegate that officer's functions under these Regulations.

**Conflict of interest disqualification**

23. Any person who has at any time been an examiner of work or been involved in procedures for laying charges in relation to which an issue of plagiarism is being considered under these Regulations shall withdraw from performing any functions under these Regulations other than those of supervisor and examiner.

# PLAGIARISM DECLARATION

## THE UNIVERSITY OF THE WEST INDIES

### The Office of the Board for Undergraduate Studies

### INDIVIDUAL PLAGIARISM DECLARATION

STUDENT ID:

COURSE TITLE:

COURSE CODE:

TITLE OF ASSIGNMENT:

This declaration is being made in accordance with the **University Regulations on Plagiarism (First Degrees, Diplomas and Certificates)** and must be attached to all work, submitted by a student to be assessed in partial or complete fulfilment of the course requirement(s), other than work submitted in an invigilated examination.

#### STATEMENT

1. I have read the Plagiarism Regulations as set out in the Faculty or Open Campus Student Handbook and on University websites related to the submission of coursework for assessment.

2. I declare that I understand that plagiarism is a serious academic offence for which the University may impose severe penalties.
3. I declare that the submitted work indicated above is my own work, except where duly acknowledged and referenced and does not contain any plagiarized material.
4. I also declare that this work has not been previously submitted for credit either in its entirety or in part within the UWI or elsewhere. Where work was previously submitted, permission has been granted by my Supervisor/Lecturer/Instructor as reflected by the attached Accountability Statement.
5. I understand that I may be required to submit the work in electronic form and accept that the University may subject the work to a computer-based similarity detection service.

NAME \_\_\_\_\_

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

## **GROUP PLAGIARISM DECLARATION**

**COURSE TITLE:**

**COURSE CODE:**

**TITLE OF ASSIGNMENT:**

When submitting a group assignment for assessment each member of the group will be required to sign the following declaration of ownership which will appear on the coursework submission sheet.

We the undersigned declare that:

1. We have read the Plagiarism Regulations as set out in the Faculty or Open Campus Student Handbook and on University websites related to the submission of coursework for assessment.
2. We declare that we understand that plagiarism is a serious academic offence for which the University may impose severe penalties.
3. The submitted work indicated above is our own work, except where duly acknowledged and referenced.
4. This work has not been previously submitted for credit either in its entirety or in part within the UWI or elsewhere. Where work was previously submitted, permission has been granted by our Supervisor/Lecturer/Instructor as reflected by the attached Accountability Statement.
5. We understand that we may be required to submit the work in electronic form and accept that the University

may check the originality of the work using a computer-based similarity detection service.

NAME \_\_\_\_\_

SIGNATURE \_\_\_\_\_

NAME \_\_\_\_\_

SIGNATURE \_\_\_\_\_

NAME \_\_\_\_\_

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

## **ADDITIONAL ACCOUNTABILITY STATEMENT WHERE WORK HAS BEEN PREVIOUSLY SUBMITTED**

1. I/We have set out in an attached statement the details regarding the circumstances under which this paper or parts thereof has been previously submitted.
2. I/We have received written permission from my Supervisor/Lecturer/Instructor regarding the submission of this paper and have attached a copy of that written permission to this statement.
3. I/We hereby declare that the submission of this paper is in keeping with the permission granted.

NAME \_\_\_\_\_

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

# PART IV

## Programme Requirements

 HEAD OF ACADEMY MESSAGE

 ACADEMY PROGRAMME  
GUIDELINES

 PROGRAMME REQUIREMENTS

 PROGRAMME OFFERINGS

 COURSE OFFERINGS



## **CAVE HILL ACADEMY OF SPORT**

### **Message from the Head of Academy**



The Academy of Sport at the Cave Hill Campus continues to grow and develop in both the academic programming and with the expansion of the sporting disciplines. During this academic year we will introduce the BSc in Sport Coaching degree and Handball as a new sporting discipline. These additions build on the already rich history of Cave Hill Campus as a leading academic and sporting institution within the Caribbean.

The student organization, the Sport Science Society (SSS) which was established in 2019, provides opportunities for students to share the knowledge and information gained specific to sport science with sporting clubs, recreation and leisure organizations, the sporting fraternity and the general public. This offers the perfect platform for the Academy of Sport at Cave Hill Campus and the Faculty of Sport to showcase the fledgling sport science talent as we improve the sporting capacity of the region. The SSS will become more involved in the planning and execution of our sporting disciplines.

Additionally, later this year we will see the introduction of an elite program for our talented athletes, which will expose them to the most knowledgeable cadre of local coaches and sport science professionals. Sport is a science and its success can only be achieved with the inclusion and cooperation of the various sport science

specialists. The implementation of this program will be unique to the University of the West Indies and the region as we seek to launch a world-class long-term athlete development program. This program aims to place more of our local and regional athletes on the world stage as we continue to display the enormous talent of the Caribbean region.

We look forward to you being a part of the Cave Hill Campus and welcome you to the Blackbirds family where *“One flies but All Soar.”*

**Dr. Rudolph Alleyne**

**Thanks to our first President of the Sport Faculty on the Guild of Students - Cave Hill, 2019/2020 - *Taahir Bulbulia*, for his groundbreaking efforts.**



**Thanks to the executive of the inaugural Sports Science Society 2019/2020**



**From right to left: Jevander Richards, Najee Moore, Dr Rudolph Alleyne, Tia Mitchell, Kavir Gaymes and Taahir Bulbulia**

## **ACADEMIC SERVICES & OPPORTUNITIES AT THE CAVE HILL CAMPUS**

### **CAMPUS INFORMATION TECHNOLOGY (IT) SERVICES**

Email: [cits@cavehill.uwi.edu](mailto:cits@cavehill.uwi.edu)

[www.cavehill.uwi.edu/campusitservices](http://www.cavehill.uwi.edu/campusitservices)

Campus IT Services (CITS) is responsible for providing technology services to the Campus. CITS is located south of the Roy Marshall Teaching Complex.

Student IT Services include:

- Internet access (wired & wireless)
- Computer lab management
- Printing services
- Self Service Password management
- The Student Portal
- Email services
- The Online Software Store
- Student Help Desk Online

## **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. See course offering information on pages 79 – 80.
3. **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** (Special)

**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 (SPECIAL)**

##### **Level I (Minimum 30 credits)**

1. ECON 1003: Mathematics for Social Sciences I
2. ECON 1005: Introduction to Statistics
3. FOUN 1101: Caribbean Civilization
4. FOUN 1006: Exposition for Academic Purposes **or**  
FOUN 1008: An Introduction to Professional Writing
5. MGMT 1000: Introduction to Computers
6. MGMT 1001: Introduction to Management
7. PHIL 1300: Critical Thinking and Analysis
8. PSYC 1008: Introduction to Sport Psychology
9. SOCI 1000: Introduction to Sociology II
10. SPSC 1000: Introduction to Human Physiology

##### **Level II (Minimum 30 credits)**

11. MGMT 2010: Introduction to Sport Management
12. PSYC 2018: Social Psychology of Sport & Exercise
13. SPSC 2000: Functional Anatomy
14. SPSC 2005: Introductory Biomechanics
15. SPSC 2010: Exercise Physiology
16. SPSC 2012: Introduction to Philosophy of Sport
17. SPSC 2015: Sport Nutrition
18. SPSC 2020: Sociology of Sport

- 19. SPSC 2025: Sport Law
- 20. SPSC 2030: Ethics in Sport

**Level III (Minimum 30 credits)**

- 21. MGMT 3027: Sport Marketing & Public Relations
- 22. SOCI 2006: Qualitative Research Methods  
OR SOCI 2007: Survey Design & Analysis
- 23. SPSC 3000: Human Resource Management in Sports
- 24. SPSC 3001: Biomechanics of Human Movement
- 25. SPSC 3002: Nutritional Manipulation
- 26. SPSC 3004: Sport Operations and Planning
- 27. SPSC 3009: Sport Policy and Development

**At Level 3, students may select 3 courses to focus on a particular concentration as outlined below.**

|     | <i><b>Sport Management Concentration</b></i>              | <i><b>Exercise &amp; Sport Science Concentration</b></i> | <i><b>Coaching Concentration</b></i>          |
|-----|---|--|---|
| 28. | SPSC 3005:<br>Sport in the Global Market Place            | SPSC 3003:<br>Applied Sport Psychology                   | SPSC 3012:<br>Introduction to Sports Coaching |
| 29. | SPSC 3006:<br>Sport and International Development         | SPSC 3010:<br>Exercise Physiology as a Training Tool     | SPSC 3013:<br>Sports Coaching Methodologies   |
| 30. | SPSC 3008:<br>Strategic Management in Sport Organizations | SPSC 3011:<br>Strength & Conditioning                    | SPSC 3015:<br>Sport Coaching Practicum        |

**COURSE OFFERING: CAVE HILL ACADEMY OF SPORT**

| <b>SPORT SCIENCES</b> |   |             |                       |
|-----------------------|---|-------------|-----------------------|
| <b>Codes</b>          | <b>Course Title</b>                         | <b>Sem.</b> | <b>Pre-requisites</b> |
| SPSC 1000             | Introduction to Human Physiology            | 2           | None                  |
| SPSC 2000             | Functional Anatomy                          | 1           | SPSC 1000             |
| SPSC 2005             | Introductory Biomechanics                   | 2           | None                  |
| SPSC 2010             | Exercise Physiology                         | 2           | SPSC 2000             |
| SPSC 2012             | Introduction to Philosophy of Sport         | 1           | PHIL 1300             |
| SPSC 2015             | Sport Nutrition                             | 1           | None                  |
| SPSC 2020             | Sociology of Sport                          | 1           | SOCI 1000             |
| SPSC 2025             | Sport Law                                   | 1           | None                  |
| SPSC 2030             | Ethics in Sport                             | 2           | None                  |
| SPSC 3000             | Human Resource Management in Sport          | 1           | MGMT 2010             |
| SPSC 3001             | Biomechanics of Human Movement              | 1           | SPSC 2005             |
| SPSC 3002             | Nutritional Manipulation                    | 2           | SPSC 2015             |
| SPSC 3003             | Applied Sport Psychology                    | 1           | PSYC 2018             |
| SPSC 3004             | Sport Operations and Planning               | 2           | None                  |
| SPSC 3005             | Sport in a Global Market Place              | 1           | None                  |
| SPSC 3006             | Sport and International Development         | 2           | None                  |
| SPSC 3008             | Strategic Management in Sport Organizations | 2           | None                  |
| SPSC 3009             | Sport Policy and Development                | 1           | None                  |
| SPSC 3010             | Exercise Physiology as a Training Tool      | 2           | SPSC 2010             |
| SPSC 3011             | Strength and Conditioning                   | 2           | SPSC 2005, SPSC 2010  |



THE FACULTY OF SPORT

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|  |   |        |                                     |
|--|---|--------|-------------------------------------|
| SPSC 3012  | Introduction to Sport Coaching                | 1      | SPSC 2005                           |
| SPSC 3013  | Sport Coaching Methodology                    | 2      | SPSC 3012, SPSC 2005                |
| SPSC 3015  | Sport Coaching Practicum                      | summer | SPSC 3012 & Co-requisite: SPSC 3013 |
| <i>The courses below are offered by other Departments:</i> |   |        |                                     |
| MGMT 2010  | Sport Management II                           | 2      | MGMT 1001                           |
| MGMT 3027  | Sport Marketing and Public Relations          | 1      | MGMT 2010                           |
| PSYC 1008  | Introduction to Exercise and Sport Psychology | 2      | None                                |
| PSYC 2018  | Social Psychology of Sport and Exercise       | 2      | PSYC 1008                           |

## **MONA ACADEMY OF SPORT**

### **Message from the Head of Academy**



Sport is a recognized tool that can be used to accomplish developmental goals at the personal, community, national and international levels. International organizations have for decades used sport in development programmes targeting a range of social issues like crime, violence, community integration and team building. Sport is well known for its role in driving health benefits such as reduction in chronic diseases and improvement in mental health. Sport creates international recognition for countries as medal count at events “puts us on the map”. Career paths are numerous and at the Mona Academy of Sport we offer courses from undergraduate through to doctoral level to launch students into various sport related careers. For athletes, our flexible programmes enable the pursuit of an academic degree in a sport related area whilst maintaining high levels of sports participation and performance. If you have an interest in studying sports at any level this is the place for you.

**Dr. Sharmella Roopchand-Martin**

**Thanks to our first President of the Sport Faculty on the Guild of Students - Mona, 2019/2020 for his groundbreaking efforts.**



***Coull Graham***

## ACADEMY INFORMATION AND GUIDELINES

1. The Mona Academy of Sport consists of four units:
  - *Sports and Exercise Medicine*
  - *Academic Programmes and Activities*
  - *Athletic Development and Training (ADT)*
  - *Outreach and Sports Marketing*
2. The Mona Academy of Sport offers BSc. degrees in the following areas:
  - **Sport Coaching** (Special)
  - **Sport Kinetics** (Special)
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 must satisfy the pre-requisite requirements for all courses including those not specifically stated in the list of required courses. See Course Offering information on pages 87 - 89.
5. **Anti-Requisites**  
Anti-requisites are courses that **cannot be taken together** for credit.
6. **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 (Special)
- Sport Kinetics (Special)

### **SPORT COACHING (SPECIAL)**

#### **Level I (Minimum 30 credits)**

1. HIST 1018: The Origins and Growth of Modern Sport, (1850 – 1945)
2. FOUN 1014: Critical Reading and Writing for Science and Technology and Medical Science
3. FOUN 1201: Science, Medicine and Technology in Society
4. SPKN 1101: Human Anatomy 1 – The Upper Quadrant
5. SPKN 1102: Introduction to Physiology
6. FOUN 1101: Caribbean Civilization  
or LING 1819: Caribbean Sign Language or a Level 1 Foreign Language
7. SPKN 1103: Human Anatomy 2 – The Lower Quadrant
8. SPKN 1104: Introduction to Sport and Exercise Psychology
9. SPCH 1000: Sport Coaching: Basic Concepts
10. SPCH 1010: Coaching Practicum 1

#### **Level II (Minimum 30 credits)**

11. PHIL 2028: Sports Ethics
12. SOCI 1005: Introductory Statistics for the Behavioural Sciences
13. SPCH 2000: Fundamentals of Coaching
14. SPKN 2102: Exercise Physiology 1
15. SPKN 2106: Sport and Exercise Nutrition
16. SPKN 2104: Motor Control and Motor Learning
17. SPKN 2103: Exercise Physiology 2
18. SPKN 2107: Sport and exercise Biomechanics
19. SPCH 2001: Sport Coaching and Learning

20.SPCH 2010: Coaching Practicum 2

**Level III (Minimum 30 credits)**

21. LANG 3101: Communication in the Workplace: Principles and Practices

22.SPCH 3000: Advanced Coaching

23.SPKN 3102: Applied Biomechanics in Sport and Exercise

24.SPKN 3101: Strength and Conditioning Training

25.SPCH 3010: Coaching Practicum 3

26.SPSC 2025: Sport Law

27.SPKN 2108: Pharmacology and Doping in Sport

28.SPKN 3106: Ergonomics in Sport and Physical Activity

29.SPCH 3001: Research Methods in Sport Coaching

30.SPCH 3020: Coaching Practicum 4

31.SPCH 3030: Coaching Practicum 5

**SPORT KINETICS (SPECIAL)**

**Level I (Minimum 30 credits)**

1. HIST 1018: The Origins and Growth of Modern Sport, (1850 – 1945)
2. FOUN 1014: Critical Reading and Writing for Science and Technology and Medical Science
3. FOUN 1201: Science, Medicine and Technology in Society
4. SPKN 1101: Human Anatomy 1 – The Upper Quadrant
5. SPKN 1102: Introduction to Physiology
6. FOUN 1101: Caribbean Civilization **or** LING 1819: Caribbean Sign Language **or** a Level 1 Foreign Language
7. SPKN 1103: Human Anatomy 2 – The Lower Quadrant
8. SPKN 1104: Introduction to Sport and Exercise Psychology
9. SPCH 1000: Sport Coaching: Basic Concepts
10. SOCI 1005: Introductory Statistics for the Behavioural Sciences

**Level II (Minimum 30 credits)**

11. PHIL 2028: Sports Ethics
12. SPKN 2102: Exercise Physiology 1
13. SPKN 2106: Sport and Exercise Nutrition
14. SPKN 2104: Motor Control and Motor Learning
15. SPKN 2105: Research Methods in Sport and Exercise Science
16. SPKN 2103: Exercise Physiology 2
17. SPKN 2107: Sport and exercise Biomechanics
18. SPKN 2108: Pharmacology and Doping in Sport
19. SPKN 2109: Adaptive Sport Kinetics
20. SPKN 2110: Responsible Conduct of Research

**Level III (Minimum 30 credits)**

21. LANG 3101: Communication in the Workplace: Principles and Practices
22. SPKN 3101: Strength and Conditioning Training
23. SPKN 3102: Applied Biomechanics in Sport and Exercise
24. SPKN 3103: Data Analysis in Sport and Exercise Science
25. SPKN 3110: Sport Kinetics Practicum 1
26. SPKN 3104: Sport Technology and Design
27. SPKN 3105: Athletic Performance in Extreme Environments
28. SPKN 3106: Ergonomics in Sport and Physical Activity
29. SPKN 3120: Sport Kinetics Practicum 2
30. SPKN 3121: Research Project

**COURSE OFFERING: MONA ACADEMY OF SPORT**

| <b>COACHING, KINETICS</b> |   |             |                                 |
|---------------------------|---|-------------|---------------------------------|
| <b>Codes</b>              | <b>Course Title</b>                           | <b>Sem.</b> | <b>Pre-requisites</b>           |
| SPCH 1000                 | Sport Coaching: Basic Concepts                | 2           | None                            |
| SPCH 1010                 | Coaching Practicum 1                          | 2           | None                            |
| SPCH 2000                 | Fundamentals of Coaching                      | 1           | SPCH 1000                       |
| SPCH 2001                 | Sport Coaching and Learning                   | 2           | SPCH 1000                       |
| SPCH 2010                 | Coaching Practicum 2                          | 2           | SPCH 2000, SPKN 2104            |
| SPCH 3000                 | Advanced Coaching                             | 2           | SPCH 1000, SPCH 2000            |
| SPCH 3001                 | Research Methods in Sport Coaching            | 2           | SOCI 1005 or ECON 1005          |
| SPCH 3010                 | Coaching Practicum 3                          | 1           | SPCH 2000, SPKN 2104, SPKN 2107 |
| SPCH 3020                 | Coaching Practicum 4                          | 2           | SPCH 2000, SPKN 2104, SPKN 2107 |
| SPCH 3030                 | Coaching Practicum 5                          | 2           | SPCH 2000, SPKN 2104, SPKN 2107 |
| SPKN 0110                 | Math for Sport                                | 1           | None                            |
| SPKN 1101                 | Human Anatomy 1 – The Upper Quadrant          | 1           | None                            |
| SPKN 1102                 | Introduction to Physiology                    | 1           | None                            |
| SPKN 1103                 | Human Anatomy 2 – The Lower Quadrant          | 2           | None                            |
| SPKN 1104                 | Introduction to Sport and Exercise Psychology | 2           | None                            |



| <b>COACHING, KINETICS</b> |  |             |  |
|---------------------------|--|-------------|--|
| <b>Codes</b>              | <b>Course Title</b>                            | <b>Sem.</b> | <b>Pre-requisites</b>                      |
| SPKN 2102                 | Exercise Physiology 1                          | 1           | SPKN 1102                                  |
| SPKN 2103                 | Exercise Physiology 2                          | 2           | SPKN 1102                                  |
| SPKN 2104                 | Motor Control and Motor Learning               | 1           | None                                       |
| SPKN 2105                 | Research Methods in Sport and Exercise Science | 1           | SOCI 1005 or ECON 1005                     |
| SPKN 2106                 | Sport and Exercise Nutrition                   | 1           | SPKN 1102                                  |
| SPKN 2107                 | Sport and Exercise Biomechanics                | 2           | SPKN 1101, SPKN 1103                       |
| SPKN 2108                 | Pharmacology and Doping in sport               | 2           | SPKN 1102                                  |
| SPKN 2109                 | Adaptive Sport Kinetics                        | 1           | SPKN 1101, SPKN 1103                       |
| SPKN 2110                 | Responsible Conduct of Research                | 2           | SPKN 2105 OR SPCH 3001                     |
| SPKN 3101                 | Strength and Conditioning Training             | 1           | SPKN 2102                                  |
| SPKN 3102                 | Applied Biomechanics in Sport and Exercise     | 1           | SPKN 1101, SPKN 1103, SPKN 2107            |
| SPKN 3103                 | Data Analysis in Sport and Exercise Science    | 1           | SPKN 2105                                  |
| SPKN 3104                 | Sport Technology and Design                    | 2           | None                                       |
| SPKN 3105                 | Athletic Performance in Extreme Environments   | 2           | SPKN 2102, SPKN 2103                       |
| SPKN 3106                 | Ergonomics in Sport and Physical Activity      | 2           | None                                       |
| SPKN 3110                 | Sport Kinetics Practicum 1                     | 1           | SPKN 2102, SPKN 2103, SPKN 2104, SPKN 2107 |
| SPKN 3120                 | Sport Kinetics Practicum 2                     | 2           | SPKN 2102,                                 |

| COACHING, KINETICS |                  |      |                                       |
|--------------------|------------------|------|---------------------------------------|
| Codes              | Course Title     | Sem. | Pre-requisites                        |
|                    |                  |      | SPKN 2103,<br>SPKN 2104,<br>SPKN 2107 |
| SPKN 3121          | Research Project | 2    | SPKN 2105,<br>SPKN 2110               |
| SPSC 2025          | Sport Law        | 1    | none                                  |

## OPEN CAMPUS ACADEMY OF SPORT

### Message from the Head of Academy



It gives me great pleasure in welcoming you all to the UWI Open Campus Academy of Sport and by extension the UWI Faculty of Sport and the UWI Open Campus. As we usher in the new 2020/2021 academic year, I applaud you for your resilience and fortitude, in overcoming what has been, and continues to be; a very difficult and challenging year. Your determination has resulted in your successful application to the Academy. The conscientious decision that you have taken to pursue higher education is a testament of your drive and aspirations for success. I have no doubt that your attitude will carry you through your programme as we at the OCAS strive to give you the support that you need to ensure the successful completion of your programme.

At the OCAS, we are guided by three (3) strategic priority areas; Academic and Technical Programming, Outreach, and Activities and Events. These three pillars enable us to offer you a holistic learning experience. Each and every one of you, will

be afforded an opportunity to engage with our knowledgeable and experienced staff, exposing you to experiential learning opportunities, to apply the theory learned in the virtual classroom, to real-world activities, events and projects, whilst gaining on-hand experience in your respective field/s of study. This ensures, that as a graduate of our programmes, you will be in a position to be immersed into the world of work via a seamless transition, having gained valuable work experience in the midst of pursuing your degree.

Our Mission:

To champion grassroots sport development in the UWI-14, through the development, integration and implementation of realistic and relevant sporting policy.

Our Vision:

To serve as an intra-regional institution, working with the various Ministries with the responsibility for sport, to identify sporting needs, develop the national sporting frameworks and infrastructure which will enable them to achieve their policy mandates through measurable and impactful sport development.

Our Core Values:

- Collaboration
- Integration
- Innovation
- Sustainability
- Development
- Achievement

Our focus and approach towards sport development in the region, revolves around working with the various regional and jurisdictional government entities to identify the respective sport development needs, then creating specific programming to meet the identified needs. This extends to collaborative

initiatives which support the outreach and activities and events priority areas. This approach ensures that as a graduate from your specific programme, there is ideal employment for you in your country of origin. Additionally, having successfully completed your programme, you can enjoy the benefits of working anywhere in the world, having attained your academic qualification from the number one academic institution in the region and top 4% ranked university internationally.

As the semester commences, I would like to take this time to wish you all the best, continued success, as well as to urge you to always make your safety your priority. Although the UWI Open Campus and by extension the OCAS is the premier online institution in the region, thus affording you the ability to study at home or wherever is convenient to you, your safety is our number one priority. So again, a warm welcome to the OCAS and we wish you success as you navigate your respective programme and your tenure at the University of the West Indies.

**Mr. Kervin Jean**

**THE FACULTY OF SPORT**

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**Thanks to the first representative of the Sport Faculty on the Guild of Students - Open Campus, 2019/2020.**

**Ms. Campbell served as the Committee Liaison Officer for the Open Campus.**



***Faith Campbell***

## **ACADEMY INFORMATION AND GUIDELINES**

1. The Open Campus Academy of Sport offers BSc. degrees in the following areas:
  - Sport Coaching (Special)
  - Sport Kinetics (Special)
  - Sport Leadership and Management (Major)
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 must be guided by the Open Campus policies as found in the Open Campus student handbook at <https://open.uwi.edu/admissions/student-handbook>**
4. New students should log on to the online orientation site, and listen to the videos, as well as read the Programme Advising documents for their programmes prior to registration:  
<http://www.open.uwi.edu/undergraduate/programme-advising>  
<http://www.open.uwi.edu/orientation>
5. The MyOC Student Portal accessible at <http://myopen.uwi.edu> is the homepage for all Open Campus students. This portal provides access to course registration, the Learning Exchange where online academic activities take place, your academic record, general regulations and your email account.
6. 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.

7. 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**.
8. 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 on Coaching, Kinetics, and Sport Leadership and management on pages 99 - 102.
9. **Anti-Requisites**  
Anti-requisites are courses that **cannot be taken together** for credit.



## **PROGRAMME OF STUDY REQUIREMENTS**

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

- Sport Coaching (Special)
- Sport Kinetics (Special)
- Sport Leadership and Management (Major)

### **SPORT COACHING (SPECIAL)**

#### **Level I (Minimum 30 credits)**

1. ECON 1005: Introduction to Statistics
2. FOUN 1001: Exposition for Academic Purposes
3. FOUN 1101: Caribbean Civilization
4. FOUN 1201: Science, Medicine and Technology in Society
5. HIST 1018: The Origins and Growth of Modern Sport, (1850 – 1945)
6. SPCH 1000: Sport Coaching: Basic Concepts
7. SPCH 1010: Coaching Practicum 1
8. SPKN 1101: Human Anatomy 1 – The Upper Quadrant
9. SPKN 1102: Introduction to Physiology
10. SPKN 1103: Human Anatomy 2 – The Lower Quadrant
11. SPKN 1104: Introduction to Sport and Exercise Psychology

#### **Level II (Minimum 30 credits)**

12. PHIL 2028: Sports Ethics
13. SPCH 2000: Fundamentals of Coaching
14. SPKN 2102: Exercise Physiology 1
15. SPKN 2106: Sport and Exercise Nutrition
16. SPKN 2104: Motor Control and Motor Learning
17. SPKN 2103: Exercise Physiology 2
18. SPKN 2107: Sport and Exercise Biomechanics
19. SPCH 2001: Sport Coaching and Learning
20. SPCH 2010: Coaching Practicum 2

#### **Level III (Minimum 30 credits)**

21. LANG 3101: Communication in the Workplace: Principles and Practices
22. SPCH 3000: Advanced Coaching
23. SPKN 3102: Applied Biomechanics in Sport and Exercise

24. SPKN 3101: Strength and Conditioning Training
25. SPCH 3010: Coaching Practicum 3
26. SPSC 2025: Sport Law
27. SPKN 2108: Pharmacology and Doping in Sport
28. SPKN 3106: Ergonomics in Sport and Physical Activity
29. SPCH 3001: Research Methods in Sport Coaching
30. SPCH 3020: Coaching Practicum 4
31. SPCH 3030: Coaching Practicum 5

**SPORT KINETICS (SPECIAL)**

**Level I (Minimum 30 credits)**

1. HIST 1018: The Origins and Growth of Modern Sport, (1850 – 1945)
2. FOUN 1001: Exposition for Academic Purposes
3. FOUN 1201: Science, Medicine and Technology in Society
4. SPKN 1101: Human Anatomy 1 – The Upper Quadrant
5. SPKN 1102: Introduction to Physiology
6. FOUN 1101: Caribbean Civilization
7. SPKN 1103: Human Anatomy 2 – The Lower Quadrant
8. SPKN 1104: Introduction to Sport and Exercise Psychology
9. SPCH 1000: Sport Coaching: Basic Concepts
10. ECON 1005: Introduction to Statistics

**Level II (Minimum 30 credits)**

11. PHIL 2028: Sports Ethics
12. SPKN 2102: Exercise Physiology
13. SPKN 2106: Sport and Exercise Nutrition
14. SPKN 2104: Motor Control and Motor Learning
15. SPKN 2105: Research Methods in Sport and Exercise Science
16. SPKN 2103: Exercise Physiology 2
17. SPKN 2107: Sport and Exercise Biomechanics
18. SPKN 2108: Pharmacology and Doping in Sport
19. SPKN 2109: Adaptive Sport Kinetics
20. SPKN 2110: Responsible Conduct of Research

**Level III (Minimum 30 credits)**

21. LANG 3101: Communication in the Workplace: Principles and Practices
22. SPKN 3101: Strength and Conditioning Training
23. SPKN 3102: Applied Biomechanics in Sport and Exercise
24. SPKN 3103: Data Analysis in Sport and Exercise Science
25. SPKN 3110: Sport Kinetics Practicum 1
26. SPKN 3104: Sport Technology and Design
27. SPKN 3105: Athletic Performance in Extreme Environments
28. SPKN 3106: Ergonomics in Sport and Physical Activity
29. SPKN 3120: Sport Kinetics Practicum 2
30. SPKN 3121: Research Project

**SPORT LEADERSHIP AND MANAGEMENT (MAJOR)**

**Level I (Minimum 30 credits)**

1. ACCT 1002: Introduction to Financial Accounting
2. ECON 1005: Introduction to Statistics
3. FOUN 1001: Exposition for Academic Purposes
4. FOUN 1101: Caribbean Civilization
5. FOUN 1201: Science, Medicine and Technology in Society
6. HIST 1018: The Origins and Growth of Modern Sport, (1850 – 1945)
7. SPCH 1000: Sport Coaching: Basic Concepts
8. SPLM 1201: Sport Leadership
9. SPLM 1202: Lifelong Sport and Physical Activity
10. SPLM 1203: Introduction to Sport Business Management

**Level II (Minimum 30 credits)**

11. PHIL 2028: Sports Ethics
12. SPKN 2105: Research Methods in Sport and Exercise Science
13. SPKN 2108: Pharmacology and Doping in Sport
14. SPLM 2201: Human Resource Management in Sport
15. SPLM 2202: Sport Economics and Finance
16. SPLM 2203: Fundamentals of Sport Administration
17. SPLM 2204: Sport and Event Marketing
18. SPLM 2205: Sport Injury Management (*elective*)
19. SPRM 2211: Recreation, Leisure and Sport Services (*elective*)
20. SPSC 2025: Sport Law

**Level III (Minimum 30 credits)**

21. LANG 3101: Communication in the Workplace: Principles and Practices
22. MGMT 3116: Research Project/Practicum (6 credits)
23. SPFM 3222: Sport Recreational Facilities Management (*elective*)
24. SPKN 3103: Data Analysis in Sport and Exercise Science
25. SPKN 3104: Sport Technology and Design
26. SPSC 3004: Sport Operations and Planning
27. SPSC 3005: Sport in the Global Market Place (*elective*)
28. SPSC 3009: Sport Policy and Development
29. TOUR 3010: Sports Tourism (*elective*)

**NB. Students may choose to declare one of the minors listed below and replace the courses indicated as electives above with courses in the selected minor.**

## **MINORS**

### **Facilities Management Minor**

A Minor in Facilities Management Major comprises 15 Level II/III credits as follows:

- SPFM 2220: Fundamentals of Facilities Management
- SPFM 2221: Facilities Operations and Maintenance
- SPFM 3220: Sustainable Facilities Management
- SPFM 3221: Facilities Change Management
- SPFM 3222: Sport Recreational Facilities Management

### **Parks and Recreation Management Minor**

A Minor in Parks & Recreation Management comprises 15 Level II/III credits as follows:

- SPFM 2220: Fundamentals of Facilities Management
- SPFM 3222: Sport Recreational Facilities Management
- SPRM 2210: Introduction to Parks and Recreation Management
- SPRM 2211: Recreation, Leisure and Sport Services
- SPRM 3210: Parks Outdoor Recreation Planning

**COURSE OFFERING: OPEN CAMPUS ACADEMY OF SPORT**

| <b>COACHING, KINETICS</b> |   |             |                                       |
|---------------------------|---|-------------|---------------------------------------|
| <b>Codes</b>              | <b>Course Title</b>                           | <b>Sem.</b> | <b>Pre-requisites</b>                 |
| SPCH 1000                 | Sport Coaching: Basic Concepts                | 2           | None                                  |
| SPCH 1010                 | Coaching Practicum 1                          | 3           | None                                  |
| SPCH 2000                 | Fundamentals of Coaching                      | 1           | SPCH 1000                             |
| SPCH 2001                 | Sport Coaching and Learning                   | 2           | SPCH 1000                             |
| SPCH 2010                 | Coaching Practicum 2                          | 3           | SPCH 2000,<br>SPKN 2104               |
| SPCH 3000                 | Advanced Coaching                             | 1           | SPCH 1000,<br>SPCH 2000               |
| SPCH 3001                 | Research Methods in Sport Coaching            | 2           | SOCI 1005 or<br>ECON 1005             |
| SPCH 3010                 | Coaching Practicum 3                          | 1           | SPCH 2000,<br>SPKN 2104,<br>SPKN 2107 |
| SPCH 3020                 | Coaching Practicum 4                          | 2           | SPCH 2000,<br>SPKN 2104,<br>SPKN 2107 |
| SPCH 3030                 | Coaching Practicum 5                          | 3           | SPCH 2000,<br>SPKN 2104,<br>SPKN 2107 |
| SPKN 1101                 | Human Anatomy 1 – The Upper Quadrant          | 1           | None                                  |
| SPKN 1102                 | Introduction to Physiology                    | 1           | None                                  |
| SPKN 1103                 | Human Anatomy 2 – The Lower Quadrant          | 2           | None                                  |
| SPKN 1104                 | Introduction to Sport and Exercise Psychology | 2           | None                                  |
| SPKN 2102                 | Exercise Physiology 1                         | 1           | SPKN 1102                             |

| <b>COACHING, KINETICS</b> |  |             |  |
|---------------------------|--|-------------|--|
| <b>Codes</b>              | <b>Course Title</b>                            | <b>Sem.</b> | <b>Pre-requisites</b>                      |
| SPKN 2103                 | Exercise Physiology 2                          | 2           | SPKN 1102                                  |
| SPKN 2104                 | Motor Control and Motor Learning               | 1           | None                                       |
| SPKN 2105                 | Research Methods in Sport and Exercise Science | 2           | SOCI 1005 or ECON 1005                     |
| SPKN 2106                 | Sport and Exercise Nutrition                   | 1           | SPKN 1102                                  |
| SPKN 2107                 | Sport and Exercise Biomechanics                | 2           | SPKN 1101, SPKN 1103                       |
| SPKN 2108                 | Pharmacology and Doping in Sport               | 3           | SPKN 1102                                  |
| SPKN 2109                 | Adaptive Sport Kinetics                        | 3           | SPKN 1101, SPKN 1103                       |
| SPKN 2110                 | Responsible Conduct of Research                | 2           | SPKN 2105 OR SPCH 3001                     |
| SPKN 3101                 | Strength and Conditioning Training             | 3           | SPKN 2102                                  |
| SPKN 3102                 | Applied Biomechanics in Sport and Exercise     | 2           | SPKN 1101, SPKN 1103, SPKN 2107            |
| SPKN 3103                 | Data Analysis in Sport and Exercise Science    | 1           | SPKN 2105                                  |
| SPKN 3104                 | Sport Technology and Design                    | 2           | None                                       |
| SPKN 3105                 | Athletic Performance in Extreme Environments   | 2           | SPKN 2102, SPKN 2103                       |
| SPKN 3106                 | Ergonomics in Sport and Physical Activity      | 2           | SPKN 2012, SPKN 2101, SPKN 2104, SPKN 2107 |
| SPKN 3110                 | Sport Kinetics Practicum 1                     | 1           | SPKN 2012, SPKN 2101, SPKN 2104, SPKN 2107 |

**THE FACULTY OF SPORT**

| <b>COACHING, KINETICS</b> |                            |             |   |
|---------------------------|----------------------------|-------------|---|
| <b>Codes</b>              | <b>Course Title</b>        | <b>Sem.</b> | <b>Pre-requisites</b>                               |
| SPKN 3120                 | Sport Kinetics Practicum 2 | 2           | SPKN 2012,<br>SPKN 2101,<br>SPKN 2104,<br>SPKN 2107 |
| SPKN 3121                 | Research Project           | 3           | SPKN 2105,<br>SPKN 2110                             |
| SPSC 2025                 | Sport Law                  | 2           | None  |

| <b>SPORT LEADERSHIP &amp; MANAGEMENT</b> |   |             |                       |
|--|---|-------------|-----------------------|
| <b>Codes</b>                             | <b>Course Title</b>                       | <b>Sem.</b> | <b>Pre-requisites</b> |
| SPLM 1201                                | Sport Leadership                          | 2           | None                  |
| SPLM 1202                                | Lifelong Sport and Physical Activity      | 1           | None                  |
| SPLM 1203                                | Introduction to Sport Business Management | 1           | None                  |
| SPLM 2201                                | Human Resource Management in Sport        | 1           | None                  |
| SPLM 2202                                | Sport Economics and Finance               | 1           | None                  |
| SPLM 2203                                | Fundamentals of Sport Administration      | 1           | None                  |
| SPLM 2204                                | Sport and Event Marketing                 | 1           | None                  |
| SPLM 2205                                | Sport Injury Management                   | 2           | None                  |



**THE FACULTY OF SPORT**

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| <b>Facilities Management Minor</b>           |   |   |          |
|--|---|---|----------|
| SPFM 2220                                    | Fundamentals of Facilities Management           | 2 | None     |
| SPFM 2221                                    | Facilities Operations and Maintenance           | 3 | None     |
| SPFM 3220                                    | Sustainable Facilities Management               | 1 | SPFM2220 |
| SPFM 3221                                    | Facilities Change Management                    | 3 | None     |
| SPFM 3222                                    | Sport Recreational Facilities Management        | 2 | None     |
| <b>Parks and Recreation Management Minor</b> |   |   |          |
| SPRM 2210                                    | Introduction to Parks and Recreation Management | 3 | None     |
| SPRM 2211                                    | Recreation, Leisure and Sport Services          | 3 | None     |
| SPRM 3210                                    | Parks Outdoor Recreation Planning               | 1 | None     |

## **ST. AUGUSTINE ACADEMY OF SPORT**

### **Message from the Head of Academy**



We live in a new normal. Given the changes that have been forced on us, some would say that we are living in a new abnormal. It is not rocket science that you do not apply business-as-usual solutions to abnormal situations. Being true to the principles of resilience and adaptability on which the Caribbean, as a collection of island nations, was built, The University of the West Indies has approached Covid-19-inspired challenges with a focus on one of the philosophies of water: when water cannot find a way through an obstacle, it finds a way around it.

Under normal circumstances, this welcome would have been to our beautiful campus. As students of the Academy of Sport, it would have been a welcome to our lush playing fields and our excellent indoor facilities. But given the realities of Covid-19, our welcome will be more of a welcome into an idea than into a physical space. Welcome into a West Indian tradition of excellence and social responsibility, otherwise known as The University of the West Indies. Welcome to the St. Augustine Academy of Sport in a One UWI Faculty of Sport that is guided by a belief in the nobility of the human spirit and the sanctity of the human body.

By accepting to attend The University of the West Indies, you have plugged into a heritage educational eco system that is both the best in the region and one of the best in the world. May you be inspired by the achievements of those who have come before you to do more to inspire those coming after you. As sport men and women, as sport administrators, and as students of sport, always remember that the quality of a relay depends on how well each leg performs. May you not drop the baton or slow the pace in your leg of this race.

Caribbean people, like most sports men and women, are very tactile, kinetic, and exuberant. They come alive in large groups. Think Reggae Fest, think Soca Monarch, think cricket and football matches. Think Carnival. Covid-19 has significantly tamed that exuberance. Consequently, The University of the West Indies has adapted its operations to ensure that, as we obey all the protocols of Covid-19, your experience will still be as close as possible to the pre-Covid-19 UWI experience. We have adopted a blended approach that combines remote/online and face-to-face delivery modes. Because of the nature of sport, we will be making all the necessary arrangements to facilitate as much of a face-to-face as possible, within the protocols of Covid-19, of course. While the new delivery modes pose certain challenges both at the point of delivery and the point of reception, this period has given us in the Faculty of Sport the opportunity to actualise one of the very foundational principles behind our establishment: the One UWI philosophy. The embrace of online mode across the University now enables us to achieve our original plan to share our staff and opportunities across the four Academies of Sport in the Faculty. Starting from this academic year, you will have some of your lectures beamed down from Mona to you in St Augustine and your colleagues in Mona will have some of their lectures beamed up to them from St Augustine. This process ensures that you are all exposed to the same expertise and content.

One important thing that the Covid-19 pandemic has underscored is how limited our definition of freedom has been. We talk of political, religious and psychological freedom. Covid-19 has exposed the importance of kinetic freedom—the freedom to move, to exercise. As students of sport, we would expect you to think about and to advocate alternative methods of movement in a stay-at-home era so as to advance our physical and mental wellbeing. Your generation of students has been handed a life-changing challenge; your mission is to respond appropriately both in your engagement with the university's re-engineered methods of instruction and your choice of future research trajectories as sport men and women, students of sport or sport administrators.

Welcome to The University of the West Indies where hope meets up with possibilities and opportunities.

**Funso Aiyejina, PhD**  
Emeritus Professor

**Thanks to our first representative of the Sport Faculty on the Guild of Students – St. Augustine, 2019/2020.**



***Candace Joseph***

## **ACADEMIC SERVICES & OPPORTUNITIES AT THE ST AUGUSTINE CAMPUS**

### **THE CAMPUS LIBRARIES**

**THE UNIVERSITY OF THE WEST INDIES  
ST. AUGUSTINE CAMPUS**

The Campus Libraries support the teaching, learning and research activities of The University of the West Indies (UWI), St. Augustine Campus (STA) community. These libraries include:

- The Alma Jordan Library
- The Medical Sciences Library
- The Norman Girvan Library of The Institute of International Relations
- The Republic Bank Library and Information Resource Centre of the Arthur Lok Jack Graduate School of Business
- The School of Education Library
- The Patience-Theunissen Memorial Library of the Seminary of St. John Vianney & the Uganda Martyrs Theological Institute at Mt St Benedict, and
- The Seismic Research Centre Library.

#### **Resources for Students**

Each Library's website (<https://libraries.sta.uwi.edu/>) is the gateway to discovering their comprehensive electronic, print and multimedia information resources. From there students can access, on and off campus, state-of-the-art scholarly full-text databases. The Libraries' collections contain specialised and the most up-to-date information relevant to all faculties and specialised research centres and institutes on Campus. They currently provide access to:-

- electronic resources: - 259 databases, 84,198 e-journal titles and 62,500 e-books
- print resources: - over 500,000 books/monographs and 975 journal titles;

Moreover, a sizeable body of Caribbean research may be accessed from maps, microforms, newspapers, theses, photographs, oral

history interviews, and over 150 special collections in the West Indiana and Special Collections Division.

### **Library Services**

In addition to traditional loan services, the Libraries provide personal and small group research consultations; reference assistance; interlibrary loan/document delivery; dissertation/thesis checking, web-based guides, etc. They conduct orientation tours and year-round Information literacy sessions and provide facilities ranging from audio-visual rooms, to computer laboratories with photocopying and printing equipment, as well as group study rooms and areas for quiet study.

The Institutional Repository, UWISpace, (<http://uwispace.sta.uwi.edu/dspace/>) facilitates the collection, preservation and distribution of the scholarly/research output of the University. UWIScholar (<https://uwischolar.sta.uwi.edu>) is our research information management system designed to aggregate and manage researcher (faculty and students) profiles, and facilitate global networking and expertise discovery. In addition, the Campus Libraries through their Dataverse platform (<https://dataverse.sta.uwi.edu/>) allow researchers to archive and preserve datasets generated in the course of their research activities. The Libraries also provide services and software that enable UWI faculty, staff, and students to publish their own subscription and open access online journals (<https://journals.sta.uwi.edu/>). These journals are published using Open Journals System (OJS), an open-source editorial management and publishing system, which can manage some or all of the stages of the journal publishing process including submissions, peer review, the editorial process, online publishing, and indexing. The Alma Jordan Library (AJL) in collaboration with the St. Augustine Centre for Innovation and Entrepreneurship (STACIE), and the Intellectual Property Office of the Ministry of the Attorney General and Legal Affairs provides an Intellectual Property Help Desk Service to help support researchers.

For further information on these resources and services, please refer to your Library's website or contact your Faculty Liaison Librarian.

## **ACADEMIC & DISABILITY SUPPORT**

### **STUDENT LIFE AND DEVELOPMENT DEPARTMENT (SLDD)**

#### ***A DIVISION OF STUDENT SERVICES AND DEVELOPMENT (DSSD)***

The Department is the first and most important stop for high quality academic support for the diverse populations of students throughout The University including full-time, part– time and evening and mature students, international and regional students, student athletes and students with special needs (disabilities and medical conditions).

The Department now provides the following services:

- Disability Support
- Academic Support
- International and Regional Student Support
- Postgraduate and Mature Student Support

#### **(a) Support Services for STUDENTS WITH SPECIAL NEEDS (Temporary and Permanent)**

- Provision of aids and devices such as laptops, USB drives, tape recorders and special software
- Special accommodation for examinations –mid-term and final
- Classroom accommodations
- Liaison with faculties and departments, Deans, HODs, Lecturers
- Special arrangements for accessible parking
- Support Group

Students with special needs should make contact before or during registration. Every effort will be made to facilitate your on-campus requirements in terms of mobility, accommodation, coursework, examinations, and other areas. No student of The UWI will be discriminated against on the basis of having special needs. Sharing your needs before registration will enable us to serve you better as a member of the Campus Community.



**(b) Academic Support Services for ALL STUDENTS**

- Educational Assessment – LADS (dyslexia) – LASSI (Study Skills)
- Time Management
- Examination Strategies
- Workload Management
- Study Skills
- Peer Tutoring
- Peer-Pairing

**(c) How do I register at SLDD?**

- Visit or call the SLDD to make an appointment to meet the Manager/relevant staff.
- Complete the required registration form
- Students with disabilities and medical conditions must submit a medical report with condition and recommendations for accommodations from a qualified medical professional
- An assessment of the student's needs will be conducted
- The required assistance will be provided

All Students experiencing academic challenges should communicate with **Dr. Jacqueline Huggins**, Manager, Student Life and Development Department (SLDD), Heart Ease Building, Heart Ease Car Park, Wooding Drive, St. Augustine Campus

Tel: 662-2002 Exts. 83866, 83921, 83923, 84254. OR 645-7526

Hours: 8:30 am- 4:30 pm, Monday to Friday

Email: [sldd@sta.uwi.edu](mailto:sldd@sta.uwi.edu)

Registration forms are available at the office or from the website at <https://sta.uwi.edu/dssd/student-life-and-development-department>

## **APPLY FOR SCHOLARSHIPS AND BURSARIES AT UWI ST. AUGUSTINE**

There are more than 350 scholarships and bursaries available to both new and continuing students of the St. Augustine Campus each year. Some ***scholarships*** are renewable based on performance and range in value from TT\$5,000 to TT\$ 30,000 per year. A ***bursary*** is held for one academic year and may range in value from TT\$5,000 to TT \$15,000.

### **Who Can Apply?**

Applications to UWI St. Augustine Campus Scholarships & Bursaries are open to all Full-time Undergraduate Degree students ONLY. Each award is based on different criteria which is determined by the donor in collaboration with the UWI. Eligibility criteria may include Academic Merit/Performance, Co/Extra-Curricular activities, and/or Financial Need. Some awards are available to regional students, while others are available to Trinidad & Tobago nationals. Some awards are also based on membership in associations, institutions and residential location.

We encourage all eligible students, particularly those in tight or already difficult financial circumstances, to visit <https://sta.uwi.edu/scholarships/> and download the latest Scholarships and Bursaries booklet, to see if you qualify for any of the opportunities listed.

### **When to Apply**

Continuing students must apply between January – May each year. New students must apply after completing the Registration process in the month of September. Look out for ads in the press or via online platforms for exact deadline dates. Awards are typically disbursed to returning students in October and in November for new students.

### **For further information, contact:**

Financial Advisory Services, Division of Student Services and Development

E: [UGbursaries@sta.uwi.edu](mailto:UGbursaries@sta.uwi.edu)

T: (868)-662-2002 ext. 84185 / 82360 / 82100

## **EARN CO-CURRICULAR CREDITS**

The University of the West Indies is committed to providing students with opportunities for a well-rounded educational experience. The Co-curricular programme at the St. Augustine Campus focuses on allowing you to develop a range of important life skills and to acquire characteristics to excel in life in the 21st century.

- i. Students are eligible to register for co-curricular credits from the first semester of studies.
- ii. Each student is eligible to count for no more than six (6) credits towards his/her degree for involvement in co-curricular activities.
- iii. If you exceed your credit limit you must request an override from your faculty co-curricular coordinator to pursue the course. To request an override, select the course you wish to pursue from the drop-down menu, and type in your request. Your request will be routed to your faculty coordinator.
- iv. The Division of Student Services and Development is responsible for the administration of the Co-curricular programme.
- v. Co-curricular credits will be awarded on the following basis:
  - a. students must be involved in the activity for an entire semester and complete the assessment(s) to receive credit for the course.
  - b. explicit learning outcomes must be identified for each activity
  - c. there must be clearly defined mode(s) of assessment for each activity
- vi. The grading of co-curricular activities will be on a pass/fail basis and will not contribute to a student's GPA.
- vii. The Level I credits earned for involvement in co-curricular activities may be included as part of the overall general credit requirement for the award of the Bachelors Degree. However, such credits earned shall NOT be used in the computation of a student's Weighted Grade Point Average for determining the Class of Honours.

**THE FACULTY OF SPORT**

- viii. For further details on co-curricular offerings, please email [cocr@sta.uwi.edu](mailto:cocr@sta.uwi.edu) or visit the website at <http://sta.uwi.edu/cocurricular/>

The following co-curricular courses are available\*:

**LEVEL I**

| <b>Course Code</b> | <b>Course Title</b>  | <b>Credits</b> |
|--------------------|--|----------------|
| COCR 1001          | Minding SPEC: Exploring Sports, Physical Education and Health & Wellness | 3              |
| COCR 1012          | Workplace Protocol for Students  | 3              |
| COCR 1013          | Financial Literacy and Training  | 3              |
| COCR 1030          | Technology Literacy  | 3              |
| COCR 1033          | Mind the Gap: Towards Psychological Health & Wellness                    | 1              |
| COCR 1034          | Public Speaking and Voice Training: Towards a More Confident You         | 3              |
| COCR 1036          | Ethics and Integrity: Building Moral Competencies                        | 3              |
| COCR 1045          | Foreign Language Theatre in Performance                                  | 2              |
| COCR 1039          | First Aid, CPR, AED  | 2              |
| COCR 1047          | Defensive Driving (Simulation)   | 1              |
| COCR 1050          | The Basics of Steelpan   |                |

*Microsoft Office*

|           |                           |   |
|-----------|---------------------------|---|
| COCR 1040 | Microsoft Access 2016     | 2 |
| COCR 1041 | Microsoft Excel 2016      | 2 |
| COCR 1042 | Microsoft PowerPoint 2016 | 2 |
| COCR 1043 | Microsoft Word 2016       | 2 |

**\*NOTE:** All co-curricular course codes begin with COCR. Visit <http://sta.uwi.edu/cocurricular/> for course descriptions, availability and registration instructions. New courses are to be introduced so keep checking the website for updates during the academic year.

## LEARN A LANGUAGE

The Centre for Language Learning (CLL) offers courses in 10 foreign languages: Arabic, Chinese, French, German, Hindi, Italian, Japanese, Korean, Portuguese, Spanish and Yoruba.

Its aim is to empower students to use the target language in order to understand information, to express themselves orally and in writing, to communicate with native and non-native speakers of the language and engage with the culture of the language.

Students can register at the CLL and attend classes in any language, upon payment of a small registration fee. Students can also pursue credit courses in Chinese, French, Japanese and Spanish. Registration is online using BANNER. Students must complete registration on the CLL website before their BANNER registration. The normal per credit fee applies.

For course descriptions, please download the [Faculty of Humanities & Education Undergraduate Handbook](#).

**CHINESE (MANDARIN)**

| Course Code | Course Title                   | Credits |
|-------------|--------------------------------|---------|
| CHIN 1003   | Level 1A Chinese (Mandarin) I  | 2       |
| CHIN 1004   | Level 1B Chinese (Mandarin) II | 2       |
| CHIN 1005   | Level 2A Chinese (Mandarin)    | 2       |
| CHIN 1006   | Level 2B Chinese (Mandarin)    | 2       |

**FRENCH**

| Course Code | Course Title           | Credits |
|-------------|------------------------|---------|
| FREN 1001   | Level 1A French I & II | 2       |
| FREN 1002   | Level 1B French I & II | 2       |
| FREN 1003   | Level 2A French        | 2       |
| FREN 1004   | Level 2B French        | 2       |
| FREN 1005   | Level 3A French        | 2       |
| FREN 1006   | Level 3B French        | 2       |

**JAPANESE**

| Course Code | Course Title         | Credits |
|-------------|----------------------|---------|
| JAPA 1003   | Level 1A Japanese I  | 2       |
| JAPA 1004   | Level 1B Japanese II | 2       |
| JAPA 1005   | Level 2A Japanese    | 2       |
| JAPA 1006   | Level 2B Japanese    | 2       |

**SPANISH**

| Course Code | Course Title            | Credits |
|-------------|-------------------------|---------|
| SPAN 1101   | Level 1A Spanish I & II | 2       |
| SPAN 1102   | Level 1B Spanish I & II | 2       |
| SPAN 1103   | Level 2A Spanish        | 2       |
| SPAN 1104   | Level 2B Spanish        | 2       |
| SPAN 1105   | Level 3A Spanish        | 2       |
| SPAN 1106   | Level 3B Spanish        | 2       |

## **STUDENT EXCHANGE & STUDY ABROAD**

### **INTERNATIONAL OFFICE - OFFICE OF INSTITUTIONAL ADVANCEMENT AND INTERNATIONALISATION (OIAI)**

The St. Augustine Campus has a range of partnership agreements managed through the International Office, OIAI that facilitates exchanges by UWI students as well as students from our international partners to spend time at each other's campuses. The Office also enables student mobility with institutions where we do not have such formal partnerships.

The UWI Student Exchange programme will allow you to study at one of our many international partners around the world, including in North America, Europe, South America, Africa, Asia and the Caribbean in addition to other UWI Campuses.

This type of international immersion has many educational and personal benefits. Students who have participated in the past have all spoken about the tremendous experiences and learnings not only in the classroom, but also from the people and places that they were able to interact with. They have become more independent in their thinking, self-sufficient and confident. They have also been able to make new friends, learn new languages and experience the world first-hand as true global citizens. A number of options for student exchanges are available to undergraduate and postgraduate students which are:

1. Exchange Students – one semester to one year duration.
2. Study tours through the “UWI Discover’s” programme – for one to two weeks.
3. Visiting Students – for postgraduate students doing research on invitation by overseas institution.

Funding is available to assist students with some of these exchange opportunities.

For further information on funding as well as Student Exchange and Student Mobility, please view our website:

<http://sta.uwi.edu/internationaloffice/>

## **PROGRAMME OF STUDY REQUIREMENTS**

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

- Sport Coaching (Special)
- Sport Kinetics (Special)

**NB** 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 pages 85 – 87.

### **SPORT COACHING (SPECIAL)**

#### **Level I (Minimum 30 credits)**

1. HIST 1018: The Origins and Growth of Modern Sport, (1850 – 1945)
2. FOUN 1105: Scientific and Technical Writing
3. FOUN 1201: Science, Medicine and Technology in Society
4. SPKN 1101: Human Anatomy 1 – The Upper Quadrant
5. SPKN 1102: Introduction to Physiology
6. FOUN 1101: Caribbean Civilization
7. SPKN 1103: Human Anatomy 2 – The Lower Quadrant
8. SPKN 1104: Introduction to Sport and Exercise Psychology
9. SPCH 1000: Sport Coaching: Basic Concepts
10. SPCH 1010: Coaching Practicum 1

#### **Level II (Minimum 30 credits)**

11. PHIL 2028: Sports Ethics
12. SOCI 1005: Introductory Statistics for the Behavioural Sciences
13. SPCH 2000: Fundamentals of Coaching
14. SPKN 2102: Exercise Physiology 1
15. SPKN 2106: Sport and Exercise Nutrition
16. SPKN 2104: Motor Control and Motor Learning



- 17. SPKN 2103: Exercise Physiology 2
- 18. SPKN 2107: Sport and exercise Biomechanics
- 19. SPCH 2001: Sport Coaching and Learning
- 20. SPCH 2010: Coaching Practicum 2

**Level III (Minimum 30 credits)**

- 21. LANG 3101: Communication in the Workplace: Principles and Practices
- 22. SPCH 3000: Advanced Coaching
- 23. SPKN 3102: Applied Biomechanics in Sport and Exercise
- 24. SPKN 3101: Strength and Conditioning Training
- 25. SPCH 3010: Coaching Practicum 3
- 26. SPSC 2025: Sport Law
- 27. SPKN 2108: Pharmacology and Doping in Sport
- 28. SPKN 3106: Ergonomics in Sport and Physical Activity
- 29. SPCH 3001: Research Methods in Sport Coaching
- 30. SPCH 3020: Coaching Practicum 4
- 31. SPCH 3030: Coaching Practicum 5

**SPORT KINETICS (SPECIAL)**

**Level I (Minimum 30 credits)**

1. HIST 1018: The Origins and Growth of Modern Sport, (1850 – 1945)
2. FOUN 1105: Scientific and Technical Writing
3. FOUN 1201: Science, Medicine and Technology in Society
4. SPKN 1101: Human Anatomy 1 – The Upper Quadrant
5. SPKN 1102: Introduction to Physiology
6. FOUN 1101: Caribbean Civilization
7. SPKN 1103: Human Anatomy 2 – The Lower Quadrant
8. SPKN 1104: Introduction to Sport and Exercise Psychology
9. SPCH 1000: Sport Coaching: Basic Concepts
10. SOCI 1005: Introductory Statistics for the Behavioural Sciences

**Level II (Minimum 30 credits)**

11. PHIL 2028: Sports Ethics
12. SPKN 2102: Exercise Physiology 1
13. SPKN 2106: Sport and Exercise Nutrition
14. SPKN 2104: Motor Control and Motor Learning
15. SPKN 2105: Research Methods in Sport and Exercise Science
16. SPKN 2103: Exercise Physiology 2
17. SPKN 2107: Sport and exercise Biomechanics
18. SPKN 2108: Pharmacology and Doping in Sport
19. SPKN 2109: Adaptive Sport Kinetics
20. SPKN 2110: Responsible Conduct of Research

**Level III (Minimum 30 credits)**

21. LANG 3101: Communication in the Workplace: Principles and Practices
22. SPKN 3101: Strength and Conditioning Training
23. SPKN 3102: Applied Biomechanics in Sport and Exercise
24. SPKN 3103: Data Analysis in Sport and Exercise Science
25. SPKN 3110: Sport Kinetics Practicum 1
26. SPKN 3104: Sport Technology and Design
27. SPKN 3105: Athletic Performance in Extreme Environments
28. SPKN 3106: Ergonomics in Sport and Physical Activity
29. SPKN 3120: Sport Kinetics Practicum 2
30. SPKN 3121: Research Project

**CERTIFICATE IN THE ART AND SCIENCE OF COACHING**

*As of Academic Year 2019/2020, this programme is offered to **NEW** students by the [Faculty of Sport](#). Students who originally registered for this programme under the [Faculty of Humanities & Education](#) are asked to check with the FHE Faculty Office for guidance.*

**Rationale**

There is a need both to improve the quality and increase the quantity and range of social opportunities to develop our youth through educational and other cultural activities. Faced by the threats of modern consumer type recreational pursuits and potentially harmful practices, the health and welfare of our society seem to be at risk.

Sport and physical education must be explored for furthering the integration, movement and fostering human development. It is against this background, primarily, that the Certificate in the Art and Science of Coaching was developed.

The certificate programme is available to those who may not possess the normal university requirements. They may also be taken by other applicants who do not wish to attempt a degree programme but who are interested in acquiring expertise in an approved area that meets specific needs. The programme is part-time and is intended to take a generic perspective that will draw on and make the skills applicable to all coachable athletic-type sporting disciplines.

**Target Groups**

The programme is geared towards the upgrading of knowledge and skills of persons, locally and regionally, who are interested or already engaged in coaching at the following levels:

- National
- Clubs and Junior Leagues
- Schools
- Sport Officers
- Community Recreation Personnel

### **Entry Requirements**

Applicants must have

- At least three (3) years coaching experience at Club, School or Community level or attached to an organisation as a Sports Officer
- Reached a standard of literacy equivalent to Form Five or equivalent standing

### **Certificate Requirements**

The entire programme consists of nine (9) modules. Each module will be three (3) credits for a total of twenty-seven (27) credits.

### **Aims of the Programme:**

The programme is designed to help coaches:

- Develop their understanding and skills generally and in specific sporting disciplines;
- Impart these understandings and skills to athletes in sporting disciplines;
- Raise the standards of performance of athletes and
- Share with others the philosophy of well-being through sport

**The Structure of the Programme:**

| <b>SEMESTER I – September - December</b> |   |                |
|--|---|----------------|
| <b>Course Code</b>                       | <b>Course Title</b>   | <b>Credits</b> |
| EDSP 0001                                | Human Anatomy and Physiology of Exercise                    | 3              |
| EDSP 0101                                | Diet and Performance  | 3              |
| EDSP 0302                                | Theory and Practice of Coaching                             | 3              |
| <b>SEMESTER II – January - May</b>       |   |                |
| EDSP 0102                                | Sports Officiating  | 3              |
| EDSP 0201                                | Issues and Values in Sport and Physical Education           | 3              |
| EDSP 0202                                | Sport Injuries: Prevention and Treatment                    | 3              |
| <b>SEMESTER III – May - August</b>       |   |                |
| EDSP 0002                                | Measurement and Evaluation in Sports and Physical Education | 3              |
| EDSP 0401                                | Observation and Analysis of Human Performance               | 3              |
| EDSP 0502                                | Practicum: Working with Athletes                            | 3              |

# PART V

## Course Information



### COURSE DESCRIPTIONS

## **COURSE DESCRIPTIONS**

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

### **SPORT SCIENCES COURSES**

#### **SPSC 1000 – INTRODUCTION TO HUMAN PHYSIOLOGY**

*(Prerequisite(s): None)*

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**

*(Prerequisite(s): SPSC 1000)*

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**

*(Prerequisite(s): None)*

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**

*(Prerequisite(s): SPSC 2000)*

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**

*(Prerequisite(s): PHIL 1300)*

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**

*(Prerequisite(s): None)*

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 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.

**SPSC2020 – SOCIOLOGY OF SPORT**

*(Prerequisite(s): SOCI 1000)*

This course examines the role sports play in society as a sub-discipline of sociology. Students will explore the fundamental themes in sports which reflect, impact and affect social change. Social issues which have impacted sport in the Caribbean and the global community will be evaluated and classified as various forms of social phenomena.

**SPSC 2025 – SPORT LAW**

*(Prerequisite(s): None)*

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**

*(Prerequisite(s): None)*

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.

**SPSC3000 – HUMAN RESOURCE MANAGEMENT IN SPORTS**

*(Prerequisite(s): MGMT 2010)*

The course will address local, regional and international issues pertaining to the management of people in sports and sporting organisations. We will cover such topics as the global business environment within which HRM is practiced, models, philosophies and key objectives of HRM; the strategic relevance of HRM; issues in human resource planning; human resource development; talent management; performance management; health and unique issues that are pertinent to the field of sports management.

**SPSC 3001 – BIOMECHANICS OF HUMAN MOVEMENT**

*(Prerequisite(s): SPSC 2005)*

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**

*(Prerequisite(s): SPSC 2015)*

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**

*(Prerequisite(s): PSYC 2018)*

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**

*(Prerequisite(s): None)*

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**

*(Prerequisite(s): None)*

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**

*(Prerequisite(s): None)*

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 SPORT ORGANIZATIONS**

*(Prerequisite(s): None)*

This course investigates the skills and knowledge applicable to the process of planning for an organisation'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.

**SPSC3009 – SPORT POLICY AND DEVELOPMENT**

*(Prerequisite(s): None)*

Sport Policy and Development seeks to provide a foundation for understanding frameworks for the development and management of sports. In particular, the course considers how the administrative structures and policy agenda of various agencies have (or have not)

supported the development of sport. In seeking to provide the necessary broad understanding on the function of sport within society, the course will encourage students to critically engage in the analysis of existing structures and systems established for sport. A common thread throughout the course will be the focus on comparative analysis, with the intent of developing critical analytical skills.

### **SPSC3010 – EXERCISE PHYSIOLOGY AS A TRAINING TOOL**

*(Prerequisite(s): SPSC 2010)*

Exercise physiology as a training tool seeks to provide the sport science professional with practical knowledge and applications of the theories taught in SPSC 2010. This exercise physiology laboratory course is designed to equip students with techniques used in exercise physiology that assist in improving athletic performance. The course explores the most up-to-date testing procedures used in assessing human performance, health and wellness.

### **SPSC3011 – STRENGTH AND CONDITIONING**

*(Prerequisite(s): SPSC 2005, SPSC 2010)*

This is an intensive blended course in applied strength and conditioning. It will be delivered by a member of faculty of the University of New Brunswick, over a three week period Monday to Friday. It focuses on the foundations of strength and conditioning and training for human performance. In this course the students will be exposed to the important physiological and biomechanical foundations for improving human performance through strength and conditioning.

### **SPSC3012 – INTRODUCTION TO SPORTS COACHING**

*(Prerequisite(s): SPSC 2005)*

Sport and exercise activities call for professional preparation of individuals to coach and train participants and teams, and facilitate excellence in safe stimulating environments. The Introduction to Sports Coaching course is designed to provide the required educational foundation for establishing effectively structured sessions in a variety of sporting contexts. This course highlights essential components and considerations for teaching sports skills and delivering coaching.

**SPSC3013 – SPORTS COACHING METHODOLOGIES**

*(Prerequisite(s): SPSC 2005, SPSC 3012)*

This course introduces participants to the needs of developing athletes preparing for competition. Key coaching and sport science concepts will be explored and integrated into training programmes as they relate to planning a series of sessions within specific training phases during a competitive season. A thorough yearly training plan for athlete development will be created.

**SPSC3015 – SPORT COACHING PRACTICUM**

*(Prerequisite(s): SPSC 3012 & Co-requisite SPSC 3013)*

This 200-hour practical coaching course will provide students with the opportunity to experience hands-on coaching. The practicum will allow them to apply the theory learned in *SPSC 3012 Introduction to Sport Coaching* and *SPSC 3013 Sports Coaching Methodologies* to real-world practice. Following approval from the Academic Coordinator for the BSc Sport Science programme, the course instructor, and under the supervision of a mentor coach students will coach a competitive sport of their choice. In addition, they will engage in classroom activities in which they will present their practicum experiences in individual and group presentations, written reflections and seminars. They will also participate in group discussions, class debates, and review of articles on sports coaching.

**SPORT COACHING AND SPORT KINETICS COURSES**

**HIST1018 – THE ORIGINS AND GROWTH OF MODERN SPORT, 1850-1945**

*(this course is offered through the Department of History at the Mona Campus)*

*(Prerequisite(s): None)*

This course is meant to be an introductory course for students doing a Major or Minor in Sports Studies, or who have a general interest in sports and wish to have an understanding of the origins and growth of modern sport. The course covers a broad range of social, economic and political issues related to the development of sport from the middle of the nineteenth century to the end of the Second World War. It explores the formal organisation of sports in the nineteenth and twentieth centuries with the formation of ruling bodies, codified rules, formal competitions and the beginnings of international sporting contests. It also seeks to explore the emerging value systems surrounding sport: ones that were frequently classist, sexist and racist.

**LANG3101 – COMMUNICATION IN THE WORKPLACE: PRINCIPLES AND PRACTICES**

Prerequisites: Any one of: FOUN1012/ FOUN1013/ FOUN1014/ FOUN1015/ FOUN1016/ FOUN1019/ FOUN1001/ FOUN1002

*(this course is offered through the Department of Language, Linguistics & Philosophy at the Mona Campus)*

In this course, students are exposed to the different types of communicative instruments of the workplace, and engage in reflection on cultural and ethical considerations in workplace communication. The course seeks to develop students' own communication skills for the workplace through the repeated and consistent application of related principles and practices and team approaches to writing and speaking activities.

**PHIL2028 – SPORTS ETHICS**

*(this course is offered through the Department of Language, Linguistics & Philosophy at the Mona Campus)*

Students in this course will examine the conceptual framework for ethical decision-making, using sports and moral conflicts presented in sports as prism through which to examine normative perspectives. Key ethical theories will be discussed, including hedonism, egoism, virtue ethics, deontology, utilitarianism, and social contract ethics. Relevant moral ideas and concepts will be explored. The course considers issues in the business and culture of sports, including sponsorship, sport as entertainment and its relation to the philosophical concept of the good life. It also addresses the ethics of competition, cheating and the use of performance enhancing drugs. And it considers the rights and needs of vulnerable groups in sports, including minors and differently abled athletes.

### **SPCH 1000 – SPORTS COACHING: BASIC CONCEPTS**

*(Prerequisite(s): None)*

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**

*(Prerequisite(s): None)*

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**

*(Prerequisite(s): SPCH 1000)*

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**

*(Prerequisite(s): SPCH 1000)*

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.

**SPSCH2010 – COACHING PRACTICUM 2**

*(Prerequisite(s): SPCH 2000, SPKN 2104)*

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**

*(Prerequisite(s): SPCH 1000, SPCH 2000)*

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.

**SPSCH3001 – RESEARCH METHODS IN SPORT COACHING**

*(Prerequisite(s): SOCI 1005 or ECON 1005)*

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 – COACHING PRACTICUM 3**

*(Prerequisite(s): SPCH 2000, SPKN 2104, SPKN 2107)*

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.

**SPCH3020 & SPCH3030 – COACHING PRACTICUM 4 & 5**

*(Prerequisite(s): SPCH 2000, SPKN 2104, SPKN 2107)*

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.

**SPKN0110 – MATHEMATICS FOR SPORT**

*(This course carries no credit. It is a qualifying course for matriculation available where the applicant does not have CSEC Mathematics)*

This course is designed for prospective students who are interested in the daily practical application of mathematics, specifically in sport, but who have not been able to grasp mathematical concepts using traditional pedagogy. The course explores established basic mathematical principles and reinforces them with application in the field of sport. The course examines sets, trigonometry, geometry, algebra, statistics, measurements, and rate.

**SPKN1101 – HUMAN ANATOMY 1 – THE UPPER QUADRANT**

*(Prerequisite(s): None)*

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**

*(Prerequisite(s): None)*

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**

*(Prerequisite(s): None)*

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**

*(Prerequisite(s): None)*

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**

*(Prerequisite(s): SPKN 1102)*

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**

*(Prerequisite(s): SPKN 1102)*

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 – INTRODUCTION TO MOTOR CONTROL AND MOTOR LEARNING**

*(Prerequisite(s): None)*

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 SPORTS AND EXERCISE SCIENCE**

*(Prerequisite(s): SOCI 1005 or ECON 1005)*

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**

*(Prerequisite(s): SPKN 1102)*

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 how to complete a nutritional assessment using food logs and how to help athletes establish nutrition-based goals.

**SPKN2107 – SPORT AND EXERCISE BIOMECHANICS**

*(Prerequisite(s): SPKN 1101, SPKN 1103)*

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**

*(Prerequisite(s): SPKN 1102)*

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 SPORTS KINETICS**

*(Prerequisite(s): SPKN 1101, SPKN 1103)*

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**

*(Prerequisite(s): SPKN 2105 or SPCH 3001)*

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**

*(Prerequisite(s): SPKN 2102)*

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**

*(Prerequisite(s): SPKN 1101, SPKN 1103, SPKN 2107)*

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**

*(Prerequisite(s): SPKN 2105)*

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.

### **SPKN3104 – SPORT TECHNOLOGY AND DESIGN**

*(Prerequisite(s): None)*

This course is designed to introduce students to the impact of technology, design and engineering on sport performance. Students will be exposed to design issues in relation to sporting equipment

(bats, racquets, clubs, sticks and balls). Technological advances in sportswear will also be examined as well as engineering and design of training surfaces and stadiums. Students will also be exposed to the impact technology has had on decision making and regulations in sports.

### **SPKN3105 – ATHLETIC PERFORMANCE IN EXTREME ENVIRONMENTS**

*(Prerequisite(s): SPKN 2102, SPKN 2103)*

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**

*(Prerequisite(s): None)*

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 – SPORTS KINETICS PRACTICUM 1**

*(Prerequisite(s): SPKN 2102, SPKN 2103, SPKN 2104, SPKN 2107)*

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 – SPORTS KINETICS PRACTICUM 2**

*(Prerequisite(s): SPKN 2102, SPKN 2103, SPKN 2104, SPKN 2107)*

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**

*(Prerequisite(s): SPKN 2105, SPKN2110)*

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.

**SPORT LEADERSHIP AND MANAGEMENT COURSES**

**SPFM2220 – FUNDAMENTALS OF FACILITIES MANAGEMENT**

*(Prerequisite(s): None)*

The Facilities Management (FM) function continues to evolve, as do the range of responsibilities and methods employed to deliver services. This course allows participants to study the FM range, offering the latest thinking in the profession. It confronts head-on the practical problems encountered on the ground and offers real solutions. Issues such as the history of FM, the development, growth of the FM profession, defining FM, service delivery, are intended for managers new to FM or those looking to broaden their understanding of professional FM practice.

**SPFM2221 – FACILITIES OPERATION AND MAINTENANCE**

*(Prerequisite(s): None)*

This course allows participants to learn the facility maintenance range, allowing them insight to acquire knowledge and skills to improve the operation and maintenance functions within a cross section of different organizations. Facility Operation and Maintenance is at the heart of Facilities Management, because operation and maintenance is big business and as such, should be well organized, closely managed, and run like a business. Effective operation and maintenance management has the end result of extending the useful life of any facility so today's Facilities Manager is has to become leaner and meaner, striving to become more productive, quality conscious and cost effective.

**SPFM3220 – SUSTAINABLE FACILITIES MANAGEMENT**

*(Prerequisite(s): SPFM 2220)*

Sustainable practices are becoming increasingly important in all aspects of life in our world generally, specifically at the organizational level. So too is the need for innovative and efficient facilities management. As the awareness of the importance of sustainable practices and efficient facility management increases, so too does the demand for their implementation.

This course is designed to assist participants in integrating the basic elements of facilities management with the fundamentals of sustainability, thus contributing to overall organizational welfare through an integration of the two activities. Participants who pursue



this course will be exposed to principles and techniques for facility management in a sustainable context - principles and techniques which are applicable in the day-to-day-management of facilities. Participants will be able to assist their organizations in raising awareness about sustainable development and will assist in improving the impact of the facility on the environment, productivity and people.

#### **SPFM3221 – FACILITIES CHANGE MANAGEMENT**

*(Prerequisite(s): None)*

Change in the built environment is a constant process, something that can be guaranteed particularly during uncertain time. Pressure to meet short term and sometimes unrealistic goals can result in change. Major office and departmental moves, the introduction of new systems, change of contractors and staffing it is a continuous process. This course seeks to present knowledge and understanding of change and how to effectively manage the process of change.

#### **SPFM3222 – SPORTS AND RECREATIONAL FACILITIES MANAGEMENT**

*(Prerequisite(s): None)*

This course provides students with an in-depth knowledge of the scope, foundations, issues and trends of the fast growing industry of sports and recreational facilities. OR This course provides a comprehensive theoretical and practical understanding of the organization and management of facilities within the context of sport and recreational organizations and enterprises. Students will examine and acquire professional skills that can be applied in a wide variety of career positions.

#### **SPLM1201 – SPORT LEADERSHIP**

*(Prerequisite(s): None)*

This course examines concepts and principles of leadership as they relate to a variety of sport and exercise settings. The course provides students with an overview of these leadership concepts and principles based on assigned readings and weekly discussion assignments focusing on current events or important material from the readings. Students will apply the knowledge gained from lectures, assignments, discussion assignments and readings to a developing a sport leadership portfolio.

**SPLM1202 – LIFELONG SPORT AND PHYSICAL ACTIVITY**

*(Prerequisite(s): None)*

This course focuses on factors that affect lifespan health and physical fitness. It explores the impact of factors such as growth, physical maturation, and aging on activities of daily living and exercise capacity. It also explores how exercise and nutrition can minimise the impact of disease, illness and ageing on health and physical fitness. The course will consider contemporary definitions of sports, physical activity and sedentary behaviour and current data regarding population levels and trends. The course will also examine in detail the relationship between these behaviours and health with a focus on specific chronic conditions. Drawing from the evidence-base, the course will critically consider the current health recommendations, and ways to promote better health through physical activity and exercise.

**SPLM1203 – INTRODUCTION TO SPORT BUSINESS MANAGEMENT**

*(Prerequisite(s): None)*

This course is an analysis of effective management strategies and the body of knowledge associated with pursuing a career in sport management. The course introduces the student to sport management career opportunities and to sport principles as they apply to management, leadership style, communication, motivation and entrepreneurship.

**SPLM2201 – HUMAN RESOURCE MANAGMENT IN SPORT**

*(Prerequisite(s): None)*

This course will focus on the Human Resource Management challenges likely to be faced by management professionals in the field of sport. Emphasis will be placed on developing leadership skills and knowledge in selecting, motivating, evaluating, and rewarding personnel in sports. Attention will also be focused on the management of volunteers, job analysis and design, employee empowerment, the management of diversity, and dealing with problem employees.

**SPLM2202 – SPORT ECONOMICS AND FINANCE**

*(Prerequisite(s): None)*

Students will become proficient in the critical analysis of balance sheets, income and expenditure statements, and cash flow statements. Benefit-risk analysis will be used to compare and contrast

different financing tools for both the short and long term. Special attention will be given to financial performance, and how financial ratios can be used to diagnose the financial health of sport and recreation organisations, events, tournaments and programs. Techniques for constructing budgets, estimating and monitoring future revenue, expenses, and profit levels will also be.

### **SPLM2203 – FUNDAMENTALS OF SPORT ADMINISTRATION**

*(Prerequisite(s): None)*

This course will highlight the policies and challenges of organizing, managing, and administering sport-related programmes in public and private settings. The course combines theory and practical application to provide an overview of all facets of sports management and administration. Included in the course are topics on the foundations of sports administration, the amateur sports industry, the professional sport industry, the lifestyle sports industry, secondary and tertiary support functions of athletic departments, and strategies for career success. Students will be required to review course materials, participate in discussion forums, and conduct research to acquire a thorough understanding of sports administration principles and theories.

### **SPLM2204 – SPORT AND EVENT MARKETING AND SPONSORSHIP**

*(Prerequisite(s): None)*

This course provides a comprehensive theoretical and practical understanding of sports and events marketing and sponsorship. The course covers the concepts, theoretical frameworks and marketing models specifically relevant to sports and events.

### **SPLM2205 – SPORT INJURY MANAGEMENT**

*(Prerequisite(s): None)*

This course will introduce students to the management of sports injuries that may occur in physical activity and sport. It examines the epidemiology and mechanisms of common sports injuries. The course will also focus on the strategies that may be used to prevent injuries developing or stop them from occurring again.

### **SPRM2210 – INTRODUCTION TO PARKS AND RECREATION MANAGEMENT**

*(Prerequisite(s): None)*

This course enables students to explore the rudiments of historical and current views of recreation, leisure, play and work. Students learn to formulate personal working definitions for parks and recreation concepts and begin developing a professional philosophy and become aware of professional responsibilities and resources. The course introduces students to the basic motivations for recreation participation of and provision for various consumer groups. Throughout the course students examine the spectrum of the recreation resource and delivery systems in the public and private sectors and investigate the various aspects of the field including tourism and commercial recreation, natural resource management, visitor information services, programming, planning, research, and therapeutic recreation. The course facilitates student interviews of park and recreation professionals to discuss park and recreation management from a hands on perspective.

**SPRM2211 – RECREATION, LEISURE AND SPORT SERVICES**

*(Prerequisite(s): None)*

This course is designed to demonstrate new models of intervention facilitating critical thinking and analysis by responding to the emerging needs and changing Sports, recreation and leisure scenario. The course will facilitate the process of experience based teaching-learning by practicing and enhancing student's professional skills. The programme provides a perspective of society, environment, education, technology and innovation so that fresh and unique approach in the fields of sports, recreation and leisure industry may be developed thereby creating more meaningful products, approaches and experiences.

**SPRM3210 – PARKS AND OUTDOOR RECREATION PLANNING**

*(Prerequisite(s): None)*

The course covers all aspects of planning and design for recreation in a range of outdoor environments, especially rural and natural landscapes. It considers what benefits people gain from contact with nature, the trends in society affecting leisure and recreation, the pressures these place on the landscape and how to use strategic and area-based planning and site design to enable visitors to obtain a good experience while reducing the risks of damage or degradation to the landscape. The course will expose students to understanding the history and problems associated with outdoor recreation and nature tourism; the trends in society affecting demand for outdoor

recreation; assessing demand; large-scale strategic planning and assessment of capacity for outdoor recreation; territorial planning; site design in a range of settings and a range of other purposes ensures environmental sustainability and economic viability.

#### **CERTIFICATE IN THE ART AND SCIENCE OF COACHING COURSES**

##### **EDSP 0001 - HUMAN ANATOMY AND PHYSIOLOGY OF EXERCISE**

It is essential that coaching personnel, in any form of athletics and games needing the use of the body, should be more than merely acquainted with the human body and the relationship of its parts to the total working of the healthy person. This knowledge is critical for healthy living and even, more so, for rigorous work and play. Students, thus, must be knowledgeable about the range and types of movement that the skeleton-muscular system can make, in order to train/educate the body, without subjecting it to unnecessary distress or injury.

##### **EDSP 0101 - DIET AND PERFORMANCE**

A continuous supply of energy is vital for sports performance. Coaches need to understand the impact that diet has on performance in both training and competition. It is essential, therefore, that they understand the relationship between nutrient intake and storage, energy metabolism and exercise performance.

##### **EDSP 0302 - THEORY AND PRACTICE OF COACHING**

This course will provide coaches with an introduction to the range of concepts, theories and methods employed to understand the learning and performance of psychomotor skills in sport. It will also assist coaches in recognising that coaching in all sports goes beyond the technical requirements or rudimentary skills of the game. During this course students will have the opportunity to apply this knowledge within the practical context of their choice. Options may be chosen from team sports, aquatics or individual sports.

##### **EDSP 0102 - SPORTS OFFICIATING**

Match controllers are an essential part of any sport competition. It is they who are responsible for ensuring fair play and interpreting and applying the rules of play and controlling participants' behaviour. It is

important that coaches understand the demands and consequences of officiating.

#### **EDSP 0201 - ISSUES AND VALUES IN SPORT AND PHYSICAL EDUCATION**

Coaches do not operate in a sporting vacuum. It is important, therefore, that they understand the social cultural, political, religious and economic contexts within which they will work. It is essential that they understand what sport is and what it means to its participants. Sports must be examined in a multi-disciplinary way to illustrate the complex issues of modern-day sport.

#### **EDSP 0202 - SPORT INJURIES: PREVENTION AND MANAGEMENT**

Injuries are common occurrence in sport and recreational activities. It is essential that persons involved in sport (athletes, coaches, administrators) understand the mechanism of injuries and methods of preventing, treating and managing injuries. The knowledge gained in this course can help persons to properly manage injuries, thus protecting the lifelong health of the athlete while promoting the athletes' safe return to activity.

#### **EDSP 0002 - MEASUREMENT AND EVALUATION IN HUMAN PERFORMANCE**

In sport, planning of each athlete's training is crucial in order to achieve optimum success. This planning has become much of a science over the last few decades. As a result of this planning, we have witnessed huge improvements in human performance. A major part of such planning of training is measurement and evaluation of athletic performance. This course seeks to provide the student with the tools necessary to create and implement an effective training programme to ensure success of athletes.

#### **EDSP 0401 - OBSERVATION AND ANALYSIS OF HUMAN PERFORMANCE**

It is essential that coaches are able to observe and analyse performance if they are to help their athletes to improve. This also requires the ability to provide corrective feedback so that the necessary changes may be brought about.

**EDSP 0502 - PRACTICUM: WORKING WITH ATHLETES**

This course draws upon the previous coaching experiences of the student as a basis for further work in a specific coaching environment. Students will be brought into contact with a wide range of athletes in terms of ability, personality, motivation and other relevant social and emotional factors. Coaches will be given practical opportunities to apply the knowledge and skills acquired from earlier courses, and in so doing, develop an appreciation of the importance of employing a variety of coaching styles and strategies for effective learning and successful performance.

# PART VI

 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 30<sup>th</sup> annually.

### **Dr Tulsi Dyal Singh Scholarship in Sport**

As of the 2019/2020 academic year the Dr. Dyal Singh scholarship is available to students in the Faculty.

|                   |                  |
|-------------------|------------------|
| Number of Awards: | One (1) per year |
| Value:            | US\$ 3,000.00    |
| Maximum Tenure:   | 1 year           |

#### **Eligibility:**

The award is available to:

- registered full-time undergraduate students in the Faculty of Sport;
- final year of the degree programme.

#### **Criteria:**

The award will be based on:

- high academic performance based on the results of the previous year University examinations;
- verifiable financial need;
- involvement in co-curricular/community activities;
- leadership qualities etc.

#### **Method of Selection:**

Shortlisted candidates shall be interviewed by a panel comprising personnel from the University with a representative from the Faculty of Sport.

#### **How to apply:**

Complete an application form which may be downloaded from the Office of Student Financing, UWI Mona at:  
[https://www.mona.uwi.edu/osf/sites/default/files/osf/scholarship\\_bursary\\_application\\_form\\_2020\\_2021.pdf](https://www.mona.uwi.edu/osf/sites/default/files/osf/scholarship_bursary_application_form_2020_2021.pdf)

# **PART VII**

## **CODES OF CONDUCT**

 RULES AND RESPONSIBILITIES

 ROLES AND RESPONSIBILITIES OF  
COURSE REPRESENTATIVES

## **RESPONSIBILITIES OF FACULTY OF SPORT STUDENTS<sup>2</sup>**

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;

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<sup>2</sup> Adopted from FSS, Mona (2018/2019)

- (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.

## **FACULTY OF SPORT CODE OF CONDUCT<sup>3</sup>**

### **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.

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<sup>3</sup> Adopted from FSS, Mona (2018/2019)



- (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.
- (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.

## **ROLES AND RESPONSIBILITIES OF COURSE REPRESENTATIVES**

- (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.

# **PART VIII**

## **APPENDICES**



UNIVERSITY AND  
FOUNDATION COURSES



PRESENTING AND  
DOCUMENTING MATERIAL IN  
COURSE ESSAYS

## Appendix I: UNIVERSITY AND FOUNDATION COURSES

|          |   |   |
|----------|---|---|
| FOUN1001 | – | Exposition for Academic Purposes          |
| FOUN1008 | – | An Introduction to Professional Writing   |
| FOUN1101 | – | Caribbean Civilization                    |
| FOUN1105 | – | Scientific and Technical Writing          |
| FOUN1201 | – | Science, Medicine & Technology in Society |
| FOUN1301 | – | Law, Governance, Economy & Society        |
| FOUN1401 | – | Writing in the Disciplines                |

### **FOUN1001 - EXPOSITION 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 – AN INTRODUCTION TO PROFESSIONAL WRITING**

(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.

### **FOUN1105 – SCIENTIFIC AND TECHNICAL WRITING**

(3 credits)

This course examines specific tools that lead students of the Faculty of Science and Technology and the Faculty of Food and Agriculture to develop competencies in technical and expository writing using formal, academic English. Fundamental aspects of the course are summary writing and paraphrasing, writing reviews of related literature, converting tabular information into continuous prose, and writing a formal expository essay. Developing research skills and applying the accurate documentation of courses are also emphasized. The entire course is underpinned by critical thinking skills and is

specially designed to facilitate the transfer of written competencies to faculty courses read by undergraduate university students while paving the way for sound postgraduate academic writing.

**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: 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."<sup>1</sup>

#### **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.<sup>1</sup>

#### **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.<sup>1</sup>

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.<sup>1</sup>

### **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.”<sup>1</sup>

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.*”<sup>1</sup>

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.”<sup>1</sup>

#### **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.”<sup>1</sup>

#### **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.”<sup>1</sup> 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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