

EDUCATIONAL INFORMATION: (Supporting documents must also be submitted)

List all <u>post-primary</u> education that should be considered as satisfying the College's Entrance Requirements						
School	Address	Dates Attended		Type of Programme	Completed?	
		From	To		Yes	No
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>

Did you graduate from high school? Yes No If yes, What year? _____

If no, what was the highest level of school you attained? _____ What year? _____

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Please list the CXC General Proficiency or GCE Ordinary Level examinations you have taken.				
Examining Body (CXC, London, Cambridge)	Subject	Year	Level Attained	Grade Attained

Which of the following activities might interest you while attending the College?		
<input type="checkbox"/> Basketball	<input type="checkbox"/> Red Cross	<input type="checkbox"/> Volleyball
<input type="checkbox"/> Bicycling	<input type="checkbox"/> Social Club	<input type="checkbox"/> Woodwind Ensemble
<input type="checkbox"/> Brass Ensemble	<input type="checkbox"/> Softball	<input type="checkbox"/> Other _____
<input type="checkbox"/> College Chorale	<input type="checkbox"/> Spanish Club	<input type="checkbox"/> Other _____
<input type="checkbox"/> Jazz Ensemble	<input type="checkbox"/> Student Government	<input type="checkbox"/> Other _____
<input type="checkbox"/> Nature Club	<input type="checkbox"/> Track and Field	<input type="checkbox"/> Other _____

PROGRAMME FOR WHICH APPLYING: Please indicate which Programme you wish to follow. **(Check one box only).**

F-1 International Students can not apply for Certificate of Achievement or Enrichment programmes.

Programme	Associate Degree	Certificate of Achievement
Applied Science in Culinary Arts	<input type="checkbox"/>	None
Automotive Engineering Technology	See General Studies	<input type="checkbox"/>
Business Administration (for Transfer)	<input type="checkbox"/>	<input type="checkbox"/>
Business Administration – Accounting Concentration	<input type="checkbox"/>	None
Business Administration – Finance Concentration	<input type="checkbox"/>	None
Business Administration – Food & Beverage Management	<input type="checkbox"/>	None
Business Administration – Hotel Management	<input type="checkbox"/>	None
Business Administration – Small Business Administration	<input type="checkbox"/>	None
Computer Studies	None	<input type="checkbox"/>
Construction Technology	See General Studies	<input type="checkbox"/>
Disaster Management	<input type="checkbox"/>	<input type="checkbox"/>
Education (Primary)	<input type="checkbox"/>	None
Electronic Engineering Technology	See General Studies	<input type="checkbox"/>
Engineering/Architectural Drawing	See General Studies	<input type="checkbox"/>
Human Services	<input type="checkbox"/>	<input type="checkbox"/>
Land Surveying	See General Studies	<input type="checkbox"/>
Marine Electrical and Mechanical Studies	None	<input type="checkbox"/>
Marine Technology	See General Studies	<input type="checkbox"/>
Maritime Studies	See General Studies	<input type="checkbox"/>
Mechanical Engineering Technology	See General Studies	<input type="checkbox"/>
Office Assistance	None	<input type="checkbox"/>
Science – General Science Concentration	<input type="checkbox"/>	None
Science – Natural Science Concentration	<input type="checkbox"/>	None
Supervisory Management	None	<input type="checkbox"/>
ASSOCIATE DEGREES – GENERAL STUDIES Please place a tick ✓ to indicate your choice in the General Studies programmes.	OTHER PROGRAMMES	
<input type="checkbox"/> Automotive Engineering Technology	<input type="checkbox"/> Enrichment	
<input type="checkbox"/> Biology	<input type="checkbox"/> Dual Enrolment	
<input type="checkbox"/> Biology (GCE Advanced A Level)	<input type="checkbox"/> A.S. Computer Studies-Business Information Systems(BIS) Concentration	
<input type="checkbox"/> Chemistry	<input type="checkbox"/> A.S. Computer Studies-Computer Information Systems(CIS) Concentration	
<input type="checkbox"/> Chemistry (GCE Advanced A Level)	<input type="checkbox"/> A.S. Computer Studies-Graphic Information Technology (GIT) Concentration	
<input type="checkbox"/> Construction Technology		
<input type="checkbox"/> Education		
<input type="checkbox"/> Electronic Engineering Technology		
<input type="checkbox"/> Engineering/Architectural Drawing		
<input type="checkbox"/> English (Non-GCE Advanced A Level)		
<input type="checkbox"/> English (GCE Advanced A Level)		
<input type="checkbox"/> History		
<input type="checkbox"/> Humanities		
<input type="checkbox"/> Land Surveying		
<input type="checkbox"/> Marine Technology		
<input type="checkbox"/> Mathematics		
<input type="checkbox"/> Mathematics (GCE Advanced A Level)		
<input type="checkbox"/> Mechanical Engineering Technology		
<input type="checkbox"/> Music		

What is your most important reason for attending the College? (Check one box only)

- I need the training for my present job. Please indicate job type _____
- With the additional training I would like to get a better job. Please indicate career goal _____
- I would like to work toward a college degree. Please indicate highest desired educational attainment _____
- I am generally interested in the course(s) offered. Please indicate career goal _____
- Other (specify) _____

Enclose the non-refundable Application Fee - \$25.00 Local resident \$20.00 Re-Admit Local student
 \$35.00 International student \$30.00 Re-Admit International student
(Check appropriate box and obtain receipt)

- Cash
- Cheque
- Money Order

Plan for payment of tuition and all fees (not already covered by a currently held scholarship or award)

- I plan to pay all fees myself.
- All fees will be paid by my sponsor. (Additional signature required below)

I do do not authorize release of my information as directory information.

APPLICANT'S SIGNATURE:

(Applicant)

(Date)

SPONSOR'S STATEMENT

This application is made with my consent and I undertake to provide for payment of all fees (or such fees as may not be covered by the value of an award he/she may receive) if he/she is admitted to the College.

(Sponsor's Signature)

(Date)

(Sponsor's Printed Name)

(Sponsor's Telephone Number)

Relationship to Applicant Parent Guardian Employer/Guarantor

FOR OFFICIAL USE ONLY

Matriculation Term: _____

Award Aspiration: _____

Programme: _____

Registrar's Signature: _____

Date Admitted: _____

APPLICATION FEE	
Date Paid	
Form of Payment	
Receipt Number	

09/ 2014



H. Lavity Stoutt Community College
 Registry and Enrollment Management Office- **ADMISSIONS**
 Admission, Readmission and Transfer Application
LOCAL/INTERNATIONAL STUDENTS

CRITERIA FOR ADMISSION FOR NEW, READMITTED AND TRANSFER STUDENTS: The administration and faculty of the H. Lavity Stoutt Community College wish to ensure that all applicants can be assured some measure of success as they pursue offerings that are available at the College. The College has therefore established standards of admission to address a variety of educational backgrounds. The standards ensure that students are able to earn an Associate degree and transfer to a four year school (general studies or transfer programmes), earn an Associate degree, certificate, or diploma in a field that prepares them for immediate employment upon completion of course requirements, benefit from college courses while enrolled in high school, or enroll in individual classes for personal enrichment.

ALL APPLICANTS MUST:

- Submit a completed application form. All documents for **local applications** must be received in the Admissions Office by the specified deadline date indicated on the form. Applications are valid for only two consecutive semesters. A new application must be submitted after expiration of two consecutive semesters. **DEADLINE DATE:** _____
- Pay an application non-refundable fee of **\$25.00 for local applications** and **\$35.00 for International applications**. International Applicants from overseas would be required to submit a cashier's check payable to: H. Lavity Stoutt Community College.
- Submit official documentation that verifies current residency status (In the absence of appropriate documentation, applicants will be classified as International F-1 students and would need to apply to the Chief Immigration Officer for permission to attend College.) **International F-1 students only** are encouraged to apply 8 weeks before stated deadline in order to allow timely processing of Immigration Student Permit. **DEADLINE DATE:** _____
- All applicants are strongly urged and encouraged to complete their high-school education before seeking admission to the College. International F-1 students and applicants for the Associate Degree programmes are required to have completed their high-school education. **In the absence of final grades on the High School Diploma, an official transcript must accompany the Diploma.**
- HLSCC students, who have not been in attendance for two or more consecutive semesters, must apply to be re-admitted. For re-admission consideration, submission of required information must be sent in a complete package. The application form, the application fee, official transcripts from each institution attended since previous enrollment at HLSCC, photo identification and verification of residency status must be submitted by the stated deadline date.

TUITION FEES AND CLASSIFICATIONS STRUCTURE: Please be aware that all fees listed in this document are subject to change without prior notice. Fees must be paid in full on Acceptance. Refer to **TUITION, FEES AND CLASSIFICATIONS** to determine your category of fees.

CATEGORY IA

- BVI Islanders
- Belongers
- Naturalized Citizens

CATEGORY IB

- HLSCC Employee (Student Fees only)
- HLSCC Employee's Spouse
- HLSCC Employee's Dependent Child under 18 years of age
- Government Employees
- Individuals Granted Legal BVI Residency

CATEGORY II

- Individuals residing in the British Virgin Islands for seven years or more.
- Dependent child under the age of 18 whose parent has been residing in the BVI for seven plus (7+) years.

CATEGORY III

- Individuals residing in the BVI for less than seven years.
- Dependent child under the age of 18 whose parents have been residing in the BVI for less than seven (7) years.
- Individuals in the Territory for the expressed purpose of attending HLSCC.

TUITION, FEES AND CLASSIFICATIONS

Description	IA	IB	II	III
Application Fee	\$25	\$25	\$25	\$35
Tuition	<i>(TAP) Government Free Tuition Assistance Programme</i>	\$55 <i>Per credit</i>	\$105 <i>Per credit</i>	\$110 <i>Per credit</i>
Student Fee	\$35	\$35	\$35	\$35
Student Govt. Fee	\$15	\$15	\$15	\$15
Orientation Fee	\$50	\$50	\$50	\$50
Technology Fee	\$50	\$50	\$50	\$50
Property Fee	\$30	\$30	\$30	\$30
Registration Fee	\$35	\$35	\$35	\$35
Late Registration Fee	\$50	\$50	\$50	\$50

Total Per Semester Registration Fees: New/Transfer Students-\$215.00 Returning/Re-Admitted Students-\$135.00

"Our Tomorrow Begins Today"

P.O. Box 3097, Road Town, Tortola, VG1110, British Virgin Islands
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 Virgin Gorda Centre- Telephone: 284-495-5251 Fax: (284) 495-6686