



THE UNIVERSITY OF THE WEST INDIES

MONA CAMPUS
KINGSTON 7, JAMAICA

Faculty of Social Sciences (FSS)

Summer School 2009/2010

Information Guide

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The University of the West Indies, Mona
Faculty of Social Sciences
June 1 – July 15, 2010
Summer School 2009/2010

1. Summer School Overview

Summer School 2010 for the Faculty of Social Sciences (FSS) will be held during the period June 1 to July 15, 2010. **However, students who will read for courses in the Week-end Summer School will commence their classes on May 22, 2010 and end on July 31, 2010.**

Credits for courses passed will be granted to **Registered Students of the University.** Students who register in the summer school programme are subject to ***all faculty and university regulations.*** Students are reminded that the Summer School programme is **OPTIONAL.** Students should therefore be cognizant that arrangements given during Semester 1 or Semester 2 do not necessarily hold during the summer period. **Courses that are not fully subscribed will not be offered.** To be fully subscribed, a course should have a minimum of twenty five fully paid up students by May 31, 2010. Students outside the Faculty of Social Sciences are required to consult their respective faculties for required approval before registering for any FSS Summer School course.

2. Who Can Register

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

UWI Students:

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

Non-UWI Students:

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

3. Students' Summer School Calendar

Date	Activity
March 25	Online Registration Site Opens
May 24 – May 31	Normal ADJUSTMENT to registration (normal registration period)
June 1	Deadline for payment of fees
June 1	ALL Classes begin
June 1 – June 7	Late Registration/ Add/Drop One time Late fee of \$1000
June 7	Online site closed to students. Applications for changes to registration should be made through the Faculty office. <i>There is NO guarantee that late requests will be granted.</i>
June 7	All LATE payments must be completed by this date. Failure to do so will result in Course De-registration and course cancellation.
June 25	De-registration. If a student has been de-registered they will not be allowed to do final exams. There will be no reinstatement of de-registered courses. <i>De-registration means that courses are removed from a student's record.</i>
June 14 - 18, 2010	Mid-Semester Exams
June 21	Deadline for Academic Board Approval for adjustments to Registration
JUNE 28-JULY 2	Course Evaluations
JULY 5-7, 2010	Distribution of Examination cards
JULY 15	ALL CLASSES END
JULY 17-30	SUMMER SCHOOL EXAMINATION

4. Academic Integrity

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

5. Attendance

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

6. Course Selection and Registration (UWI Students)

- a. A student is deemed to be fully registered for the Summer Programme when the

- student has fulfilled his/her financial obligations to the University.
- b. All Faculty of Social Sciences Students should register for no more than two (2) courses in summer school 2010.
 - c. All Faculty Bulletins, Notices, Information Guide, Course Timetable and Registration materials for Summer School 2010 will be available online and through the departmental offices.
 - d. **Course Selection will be carried out via the Internet at the Web site-** http://sas.uwimona.edu.jm:9010/pls/data_mona/twbkwbis.P_GenMenu?name=homepage
 - e. Tuition Payment can be made at the Bursary Cashier, National Commercial Bank, BillExpress, PayMaster or via UWI **eCommerce** at - <https://eservices.mona.uwi.edu/finserv/tuition/>.
 - f. More information about applicable fees can be found at - <http://www.mona.uwi.edu/admissions/fees/>
 - g. Payments can be made by cash, Manager's Cheque, Credit or Debit Card. Students who make payment using **eCommerce** do so with a credit card. Students are **NOT** required to present a voucher for payment. For more information about payment options, please see - <http://www.mona.uwi.edu/studinfo/fees/>
 - h. Students from the Faculties of Humanities & Education and Pure & Applied Sciences who wish to pursue courses in the Faculty of Social Sciences **should seek permission from their faculty before paying** for these courses.
 - i. **Exams Only** - Only those students who have been notified in writing that they are allowed to do **Exams Only** can apply to register in this category. Students with appropriate notification should apply for Exams Only through their respective Faculty Coordinator or the Faculty Office.
 - j. **Timetable** - Students who are pursuing more than one courses, should choose carefully and register for **only one course in any one time slot**. **Refunds will not be granted for any "clashed course"** save where there has been a **timetable change** resulting in the clash.

7. Timetable

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

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

8. Course Selection and Registration for Specially Admitted Students

- a. If you are not currently a student of the UWI you should register for a summer course as a **"Specially Admitted"** student. You are required to download a copy of the **Special Admissions Application Forms** from: http://www.mona.uwi.edu/admissions/specially_admitted.php
- b. Complete the Admission Application Form, obtain approval from the relevant

- department(s) and return approved application to the Admission Section, Registry.
- c. **Fees** - Specially Admitted students are required to pay for **Tuition and Miscellaneous Fees** as per the schedule below:-

9. Fees for Specially Admitted Students

Student Fees, Special Admissions	
Non-UWI Students from Contributing Territories	
\$11,860	Tuition (per credit)
\$9,420	Part-time Specially Admitted (Miscellaneous Fees)
\$250	ID Card First Issue/Renewal
\$1,500	Application procession fee
Non-UWI Students from Non-Contributing Territories	
\$35,585	Tuition (per credit)
\$9,420	Part-Time and Specially Admitted Students (Miscellaneous Fees)
\$250	ID Card First Issue/Renewal
\$1,500	Application processing fee
For further information regarding Special Admission application, please contact the Admissions Section, Registry please telephone 935-8704.	

10. Examinations, Course Load

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

11. Registration Changes/ Adjustments

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

12. Withdrawal

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

13. Refund Policy

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

A refund penalty is charged as follows:

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

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

14. Payment of Fees

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

- Fee Payment can be made at the Registry Cashier (using Debit/ Credit card), BillExpress, Paymaster or via UWI eCommerce at <https://www.mona.uwi.edu/finserv/tuition/>. Students who make payment using **eCommerce** do so with a credit card. Payments using any of the methods listed above, require no Voucher collection from Customer Services.
- Fee can also be paid at the National Commercial Bank (NCB). Students are required to select their course(s) online before making payment.

15. Student Fees (UWI Undergraduate Courses)

Student Fees	
Undergraduate Student Fees	
Fee	Student Group
\$18,657	Undergraduate (3-credit course fee)
\$9,330	Exams Only (3-credit course fee)
\$18,657	Graduate Students fee (sitting a 3-credit undergraduate course)
\$1000	Late Fee (one time fee)
UWI Alumni Students	
\$18,657	Alumni fee (sitting a 3-credit undergraduate course)
\$9,420	Part-Time and Specially Admitted Students (Miscellaneous Fees)
\$250	ID Card First Issue/Renewal
\$1,500	Application processing fee

16. Web-Sites for departments in Summer School 2010

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

<http://www.mona.uwi.edu/igds/>

<http://www.mona.uwi.edu/doms/>

<http://www.mona.uwi.edu/economics/>

<http://www.mona.uwi.edu/gov/>

<http://www.mona.uwi.edu/spsw/index.php>

17. Courses to be offered in the Faculty of Social Sciences Summer School

Below please find the list of courses for the departments Economics, Government, Institute of Gender & Development Studies, Management Studies, Sociology Psychology and Social Work.

18. The Department of Economics

New Course Code	Course Title	Pre-requisite(s)
ECON001	(EC08A) Remedial Mathematics	
ECON1001	(EC10C) Introduction to Microeconomics	CXC Math Grade III (Grade II Pre 1998) or O'Level Math Grade C or ECON0001
ECON1002	(EC10E) Introduction to Macroeconomics	CXC Math Grade III(Grade II Pre 1998) or O'Level Math Grade C or ECON0001
ECON1003	(EC14C-1)Mathematics for the Social Sciences	CXC Math Grade III(Grade II Pre 1998) or O'Level Math Grade C or ECON0001
ECON1005	(EC16A-2)Introductory Statistics	CXC Math Grade III (Grade II Pre 1998) or O'Level Math Grade C or A'Level Math or ECON1003
ECON2000	(EC20A) Intermediate Microeconomics I	ECON1001, (ECONI003 or ECONI006 or MI0B or MI0C)
ECON2002	(EC21A)Intermediate Macroeconomics I	ECONI002 and (ECONI003 or ECONI006 or MI0B or MI0C)
ECON2008	(EC23L)Statistical Methods I	ECONI005 and ECONI006 or MI0B or MI0C)
ECON2017 (EC24J)	Calculus II for Business and Social Sciences	ECONI006 or MI0B or MI0C
ECON2019 (EC24N)	Matrix Algebra for Business & Social Sciences	ECONI003 or ECONI006 A' Level Math or MI0A
ECON3005 (EC30M)	Monetary Economics	ECON2000, ECON2002
ECON3031 (EC33P)	Probability and Distribution Theory	ECON2008 and (ECONI006 or MI0B or MI0C)
ECON3049 (EC36C)	Econometrics	(ECON2008, or ECON3031) or M25A and M25B and (ECON2019 or M20B) two of ECON2000, ECON2001, ECON2002, ECON2003

19. The Department of Government

New Course Code	Course Title	Pre-requisite(s)
FOUN 1301	Law, Governance, Economy and Society	None
GOVT 1000	Introduction to Political Institutions	None
GOVT1001	Introduction to Political Philosophy	None
GOVT 1008	Introduction to International Relations	None
GOVT 2006	Foundations of Caribbean Politics	GOVT1000 and GOVT1001
GOVT 2010	Delinquency and Juvenile Justice	None
GOVT 2046	Theories and Approaches to International Relations	GOVT1000 and GOVT1008
GOVT 3009	The Politics of Industrialized Societies	GOVT1000 and GOVT1008
GOVT 3048	Contemporary Issues of International Relations	GOVT2047 or GOVT2048
GOVT 3051	International Law and Development: Selected Issues	GOVT2047

20. The Department of Management Studies

New Course Code	Course Title	Pre-requisite(s)
ACCT1003	(MS15B) Introduction to Cost & Management Accounting	CXC Mathematics (Grades 1-3) or EC08A or "O" Level Maths grade A-C
ACCT1005	(MS15D) Financial Accounting	CXC Mathematics (Grades 1-3) or EC08A or "O" Level Maths grade A-C
MGMT2003	(MS20A) Principles of Marketing	None

New Course Code	Course Title	Pre-requisite(s)
MGMT2005	(MS21C) Computer Applications	MS15A /MS15D /CAPE Accounting Unit I
MGMT2008	(MS22A) Organizational Behaviour	SY13B or SY14G
MGMT2029	(MS22C) Managerial Communication	FD10A or FD14A
MGMT2012	(MS23C) Introduction to Quantitative Methods	(EC14C or EC18A) & EC16A
MGMT2224	(MS24B) Introduction to Entrepreneurship	None
ACCT2014	(MS25A) Financial Accounting	MS15B & MS15D or CAPE Accounting Units I & II
ACCT2017	(MS25E) Management Accounting I	ACCT1003 (MS15B), ACCT1005 (MS15D)
ACCT2019	(MS25H) Accounting for Managers	MS15B & MS15D
ACCT3043	(MS36E) Auditing 1	ACCT2015
MGMT2020	(MS26A) Managerial Economics	MGMT2012 (MS23C)
MGMT2021	(MS27B) Business Law	None
MGMT2023	(MS28D) Financial Management I	(MS15D or CAPE Accounting Unit I) & MS23C
MGMT2026	(MS29P) Introduction to Production and Operation	MGMT2012 (MS23C)
MGMT3004	(MS30E) Consumer Behaviour	MGMT2003 (MS20A)
MGMT3017	(MS32A) Human Resource Management	MGMT2008 (MS22A)
MGMT3018	(MS32B) Industrial Relations	MGMT2008 (MS22A)
MGMT3019	(MS32C) Business Negotiations <i>Blended mode</i>	MGMT2008 (MS22A)
MGMT3031	(MS33D) Business Strategy & Policy	Final year BSc Management Studies (Accounting, General, Human Resource Management, Marketing & Operations) option students
ACCT3039	(MS35E) Management Accounting II	ACCT2017
MGMT3061	(MS32J) Team Building & Management	MGMT2008 (MS22A)
MGMT3069	(MS32I) Quality Service Management <i>Blended mode</i>	MGMT2008 (MS22A)

New Course Code	Course Title	Pre-requisite(s)
MGMT3033	(MS33E) Business Government & Society	MKTG2003 (MS20A)
MGMT3136	(MS34K) New Venture Management & Entrepreneurship	Final Year Faculty of Social Sciences Students
MGMT3046	(MS37B) Company Law	MGMT2021 (MS27B)
MGMT3057	(MS39H) Productivity and Quality Management Modified presentation format Standard fee	Repeaters of MGMT 3057(MS39H) only
MGMT3063	(MS32K) Labour and Employment Law Blended mode	None

21. Institute of Gender and Development Studies

New Course Code	Course Title	Pre-requisite(s)
GEND2002	Gender in the Caribbean	GEND2001 or Level II or Level III student
GEND2013	Introduction to Men and Masculinity	Level II or Level II student
GEND3031	Gender, Sex and Society	Level II or Level II student
GEND3052	The Philosophy of Gender in Caribbean Thought	GEND3501 or Level II or Level III student

22.The Department of Psychology, Sociology and Social Work

New Course Code	Course Title	Pre-requisite(s)
PYSC1000	Introduction to Developmental, Social and Abnormal Psychology	None

New Course Code	Course Title	Pre-requisite(s)
PSYC1001	Introduction to Cognitive and Physiological Psychology	None
PSYC2000	Social Psychology	SOCI1002
PSYC2002	Abnormal Psychology	PSYC1001
PSYC2004	Personality Theory	PYSC1000
PSYC2006	Interpersonal Dynamics	PYSC1000
PSYC2008	Cognitive Psychology	PSYC1001
PSYC3001	Social Cognition	PSYC1001
PSYC3010	Applied Group Dynamics	PSYC2006
SOWL2008	Social Work Practicum II	SOWK1006,SOWK1001,SOWK1003, SOWK2002,SOWK2003
SOWK3017	Social Work Practicum III	SOWK1000,SOWK1003,SOWK1001,S OWK2002,SOWK2003,SOWK2008
SOCI1001	Introduction to Social Research	None
SOCI1002	Sociology for the Caribbean	None
SOCI1003	Sociology of Development	None
SOCI1005	Introduction to Statistics for the Behavioural Sciences	None
SOCI2008	Statistics for the Behavioural Sciences	SOCI1001, SOCI1002, SOCI1005
SOCI2016	Gender and Development in the Caribbean	Any two social sciences courses
SOCI2021	Criminology 1	SOCI1002
SOCI3008	Industrial Sociology	SOCI1002,SOCI2000 or MGMT2008
SOCI3025	Caribbean Culture	None

23. The Week-End School

New Course Code	Course Title	Pre-requisite(s)
ACCT1003	(MS15B) Introduction to Cost & Management Accounting	CXC Mathematics (Grades 1-3) or EC08A or "O" Level Maths grade A-C
ECON1005	(EC16A-2)Introductory Statistics	CXC Math Grade III (Grade II Pre 1998) or O'Level Math Grade C or A'Level Math or ECON1003

24. Timetable – FSS

(To be uploaded to FSS website once finalized)

25. Summer School Secretariat

For Summer 2010 the Faculty of Social Sciences Summer School will have an operational office from May31 to July 16, 2010 in addition to the departmental offices and the Faculty Office to take care of all summer school queries including timetable issues. The location and opening hours are as follows:

Location	Room No 11	Department of Economics Block
Opening hours	Mondays to Thursdays Fridays	12noon to 7.30pm 12noon to 6.00pm
Contact	Email Telephone #	fsssummerschool@uwimona.edu.jm TBA
Secretariat Personnel	Ms Carlene Wynter, Chair Ms Marjorie Bryan, Secretary	carlene.wynter@uwimona.edu.jm marjorie.bryan@uwimona.edu.jm