



GOVERNMENT OF BERMUDA  
**Ministry of Education**

**Regulations for  
The University of The West Indies Scholarship**

**2012/13**

**IMPORTANT: PLEASE READ THESE REGULATIONS. CAREFULLY REFER TO THEM FOR ANSWERS TO YOUR BASIC QUESTIONS.**

**A. GENERAL**

1. Completed application form for the above award, together with all available supporting documentation, must be submitted to the Scholarships and Awards Office, Ministry of Education, not later than **1<sup>st</sup> April, 2012.**

An exception is made with respect to the final up-to-date transcript which must be submitted to the Scholarships and Awards Office not later than **15<sup>th</sup> June, 2012.**

A maximum of four undergraduate scholarships and one graduate scholarship will be open for competition annually.

**B.**

**1. ELIGIBILITY**

- a. The applicant must be Bermudian.
- b. The applicant must have been educated in Bermuda for a minimum of five years.
- c. The applicant must satisfy at least one of the following requirements:
  - (i) Successful completion of the Associate degree programme at the Bermuda College;
  - (ii) Successful completion of the second year at an approved college or university. (60 credit hours)
- d. Only students enrolled in the University Grants Committee (UGC) Programmes are eligible to apply; the UGC status of a programme is determined solely by the University of the West Indies.

**2. VALUE**

The University of the West Indies Scholarship will provide 80% of tuition - the applicant being responsible for the remaining 20% of tuition.

The University of the West Indies Scholarship is for the scheduled duration of the students' academic programme of study; i.e. the normal length of the degree. The

scholarship is not intended to cover any extra years of study beyond the regular term of the student's degree programme.

### 3. CONDITIONS

- a. The Ministry of Education will pay the 80% of tuition directly to the University of the West Indies.
- b. The successful applicant is required to submit to the Permanent Secretary, Ministry of Education, by 15<sup>th</sup> January, 2013 (or as soon as is practicable thereafter) and by the 15<sup>th</sup> June, 2013 (or as soon as is practicable thereafter) an up-to-date academic transcript of work covered during the 2012/13 academic year.
- c. The Ministry of Education reserves the right to cancel a scholarship if the work or conduct of the holder proves to be unsatisfactory.
- d. The successful applicant must inform the Ministry of Education of any additional funding in excess of \$1000 that they have been awarded.
- e. The successful applicant must inform the Ministry of Education if they intend to withdraw from their approved programme of study at any time. Recipients who do withdraw during the academic year may be held responsible for the repayment of the amount of tuition due at the date of said withdrawal for their programme of study. In cases of emergency and/or tragic, or unforeseen, circumstances beyond the recipients control, students may apply to the Permanent Secretary for the repayment to be reduced, or waived.

### NOTE

IT IS THE RESPONSIBILITY OF EACH APPLICANT AND/OR HIS/HER PARENT(S) OR GUARDIAN(S), IF APPLICABLE, TO ENSURE THAT THE APPLICATION IS SUPPORTED BY ALL OF THE REQUIRED DOCUMENTATION.

ANY APPLICATION WHICH DOES NOT HAVE ALL REQUIRED DOCUMENTATION WILL NOT BE CONSIDERED AT THE SPECIFIED DEADLINE DATE, AS INDICATED IN **SECTION A**.

IT IS THE RESPONSIBILITY OF ALL APPLICANTS/BEARERS OF APPLICATIONS TO OBTAIN A SLIP ACKNOWLEDGING RECEIPT OF THE APPLICATION. IN THE CASE OF AN APPLICATION RECEIVED BY MAIL, AN ACKNOWLEDGEMENT SLIP WILL BE SENT TO THE ADDRESS PROVIDED ON THE APPLICATION FORM.

**Completed application forms should be mailed to:**

Scholarships and Awards Committee, Ministry of Education, P. O. Box HM 1185, Hamilton HM EX

**Alternately, completed application forms can be delivered to:**

Ministry of Education Headquarters, 14 Waller's Point Road, St. David's DD 03

**Telephone: (441) 278-3342**

**Fax: (441) 232-0268**



GOVERNMENT OF BERMUDA  
Ministry of Education

# The University of the West Indies Scholarship

## APPLICATION FORM 2012/13

**IMPORTANT: PLEASE READ ALL REGULATIONS BEFORE COMPLETING IN THIS FORM. ANSWER ALL QUESTIONS. INCOMPLETE APPLICATIONS COULD RENDER THE APPLICANT INELIGIBLE FOR CONSIDERATION.**

1. Applicant's name in full

Mr. \_\_\_\_\_  
Mrs. \_\_\_\_\_ Last First Middle  
Miss (Please indicate maiden name if married)  
Ms

Age: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Are you a:  British Subject  
 Born Bermudian

2. Local Address: \_\_\_\_\_  
\_\_\_\_\_ Telephone No: \_\_\_\_\_

3. Overseas Address (if known) \_\_\_\_\_  
\_\_\_\_\_ Telephone No: \_\_\_\_\_

4. E-mail: \_\_\_\_\_

5. Applicant lives with: (Check all that apply)  
 Father  Stepfather  Mother  Stepmother  Spouse

Other: (please specify) \_\_\_\_\_

**Kindly complete 6 (i), (ii), (iii) and (iv) where applicable.**

6. (i) Father's name in full: \_\_\_\_\_

Address: \_\_\_\_\_

Home Telephone No: \_\_\_\_\_ Business Telephone No: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Occupation: \_\_\_\_\_

(ii) Mother's name in full: \_\_\_\_\_

Address: \_\_\_\_\_

Home Telephone No: \_\_\_\_\_ Business Telephone No: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Occupation: \_\_\_\_\_

(iii) Spouse's name in full: \_\_\_\_\_

Address: \_\_\_\_\_

Home Telephone No: \_\_\_\_\_ Business Telephone No: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Occupation: \_\_\_\_\_

(iv) Other (please specify); name in full: \_\_\_\_\_

Address: \_\_\_\_\_

Home Telephone No: \_\_\_\_\_ Business Telephone No: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Occupation : \_\_\_\_\_

**Sections 7 to 13 are to be completed by only those applicants currently studying or working in Bermuda.**

7. Present place of work: \_\_\_\_\_ Date commenced: \_\_\_\_\_

8. Present occupation: \_\_\_\_\_

9. If studying in Bermuda kindly answer questions 10 to 12.

10. Present place of study: \_\_\_\_\_ Date commenced: \_\_\_\_\_

11. Present course of study: \_\_\_\_\_

12. Present level (undergraduate, post graduate or Ph.D.): \_\_\_\_\_

13. Expected graduation date: \_\_\_\_\_



**Sections 14 to 17 are to be completed by only those applicants who are already attending a college or university abroad:**

14. Present place of study: \_\_\_\_\_
15. Present course of study: \_\_\_\_\_ Date commenced: \_\_\_\_\_
16. Present level (undergraduate, post graduate or Ph. D.): \_\_\_\_\_
17. Expected graduation date: \_\_\_\_\_

**Sections 18 to 28 are to be completed by all applicants.**

18. Have you been admitted for the 2012/13 academic year?  
 Yes  No
19. Proposed course of study abroad: \_\_\_\_\_
20. Expected graduation date: \_\_\_\_\_
21. Secondary school(s)/college(s)university(ies) attended:
- (i) \_\_\_\_\_ from: \_\_\_\_\_ to: \_\_\_\_\_
- (ii) \_\_\_\_\_ from: \_\_\_\_\_ to: \_\_\_\_\_
- (iii) \_\_\_\_\_ from: \_\_\_\_\_ to: \_\_\_\_\_
- (iv) \_\_\_\_\_ from: \_\_\_\_\_ to: \_\_\_\_\_
22. **Work experience:**
- (i) \_\_\_\_\_ from: \_\_\_\_\_ to: \_\_\_\_\_
- (ii) \_\_\_\_\_ from: \_\_\_\_\_ to: \_\_\_\_\_
- (iii) \_\_\_\_\_ from: \_\_\_\_\_ to: \_\_\_\_\_
- (iv) \_\_\_\_\_ from: \_\_\_\_\_ to: \_\_\_\_\_

**Please attach additional sheets if required.**

23. Qualifications earned: (e.g. Bermuda Secondary School Certificate (BSC), 'O' levels, 'A' levels)
- (i) Qualification \_\_\_\_\_ Grade/GPA \_\_\_\_\_ Date awarded: \_\_\_\_\_
- (ii) Qualification \_\_\_\_\_ Grade/GPA \_\_\_\_\_ Date awarded: \_\_\_\_\_
- (iii) Qualification \_\_\_\_\_ Grade/GPA \_\_\_\_\_ Date awarded: \_\_\_\_\_
- (iv) Qualification \_\_\_\_\_ Grade/GPA \_\_\_\_\_ Date awarded: \_\_\_\_\_
- (v) Qualification \_\_\_\_\_ Grade/GPA \_\_\_\_\_ Date awarded: \_\_\_\_\_
24. **Please read the 2012/13 Regulations governing The University of the West Indies Scholarship.**
- (I) The following documentation, as required by the current regulations, must be submitted by all first-time applicants:
- (a) Birth certificate \_\_\_\_\_
- (b) Bermuda Status certificate \_\_\_\_\_

- (c) Medical certificate \_\_\_\_\_
- (d) Evidence of five years schooling in Bermuda \_\_\_\_\_
- (e) Letter of recommendation \_\_\_\_\_
- (f) Letter from parent (s) / guardian (s) / spouse \_\_\_\_\_
- (g) Official up-to-date transcript (s) \_\_\_\_\_
- (h) Bermuda Secondary School Certificate (BSC) (if applicable) \_\_\_\_\_
- (i) Letter of acceptance from The University of the West Indies \_\_\_\_\_
- (j ) Documentation attesting to the fact that you currently hold or will hold any grants or awards from The University of The West Indies. \_\_\_\_\_
- (j) Copy of estimated costs of tuition and board \_\_\_\_\_

25. I have held or currently hold the following Government awards: (please tick where applicable)

	Year (s) for which award was / is tenable
(a) Bermuda Government Scholarship _____	_____
(b) Bermuda Government Teacher Training Award _____	_____
(c) Bermuda Government Further Education Award _____	_____
(d) Bermuda Government Mature Student Award _____	_____
(e) Bermuda Government Interest Free Student Loan _____	_____
(f) Bermuda Government Public Service Commission Bursary _____	_____
(g) Bermuda Government National Guarantee Loan Scheme _____	_____
(h) Bermuda Government National Training Programme _____	_____

26. I have held or currently hold the following non-Government award (s) / other scholarship (s) / award (s) obtained either locally or abroad:

	Year (s) for which award was / is tenable
(a) _____	_____
(b) _____	_____
(c) _____	_____
(d) _____	_____

27. I am making an application for the following non-Government award (s) tenable during the 2012/13 academic year.

(a) _____	_____
(b) _____	_____
(c) _____	_____
(e) _____	_____

28. You are asked to explain in approximately 250 words (preferably typed written) why you chose to study at The University of The West Indies and why you should be granted this scholarship. Exclude any reference to financial need.





## **NOTE**

**Please review your application, and make sure all questions are answered and all required documents are submitted.**

**It is the responsibility of the applicant to ensure that all required documents, with the possible exception of the final transcript, are submitted by 1<sup>st</sup> April, 2012.**

**With respect to these applications, the final transcript must be submitted not later than 15<sup>th</sup> June, 2012.**

**Please be advised that the Ministry of Education has no obligation to consider those applications which are received after the deadline.**

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_



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**Ministry of Education**

**Students Financial Statement 2012/13**

The financial burden of educating students overseas normally rests with parents and guardians. In some instances, particularly in the case of more mature students, this financial responsibility rests with the students or their spouses. However, parents, guardians, and spouses are often unable to provide all of the funds required for college or university education overseas. The University of the West Indies Scholarship is designed to **partially** assist those parents, guardians and spouses who are unable to meet these costs.

The Scholarships and Awards Committee of the Ministry of Education has a very difficult task in recommending applicants whose submissions lack the necessary detailed information on the financial means of parents, guardians, or spouse. To assist the committee in its deliberations, both the applicant and his/her parents/ guardians/ spouse are required to provide supporting documentation.

Applicants under 25 years of age on 1<sup>st</sup> September, 2012, who are single and living with parents are required to complete the **STUDENT'S FINANCIAL STATEMENT** and submit this to the Scholarships and Awards Committee along with their parent's/guardian's **CONFIDENTIAL FINANCIAL STATEMENT**.

Married applicants are required to provide the **STUDENT'S FINANCIAL STATEMENT** along with the **CONFIDENTIAL FINANCIAL STATEMENT** of the spouse.

The **CONFIDENTIAL FINANCIAL STATEMENT** should be sent in a separate envelope clearly marked **PRIVATE AND CONFIDENTIAL** for the attention of the Chairman of the Scholarship and Awards Committee. In addition, a personal statement of the cost of financing the student at university/college must be submitted.

**STUDENT'S FINANCIAL STATEMENT**

To be completed by all applicants

Name of Student: \_\_\_\_\_

**Student's Sources of Support for Educational Costs 2012/13**

Per Year

Student's wages, tips etc. during holidays: \_\_\_\_\_

Family contributions: \_\_\_\_\_

Grants, awards, scholarships: \_\_\_\_\_

Other (Explain below): \_\_\_\_\_

**TOTAL:** =====

**Student's Estimated Expenses for 2012/13**

Per Year

Tuition and Fees: \_\_\_\_\_

Accommodation and food: \_\_\_\_\_

Books and supplies: \_\_\_\_\_

Personal Expenditure: \_\_\_\_\_

Transportation \_\_\_\_\_

Other (Explain Below): \_\_\_\_\_

**TOTAL:** =====

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_



GOVERNMENT OF BERMUDA  
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CONFIDENTIAL FINANCIAL STATEMENT 2012/13  
(Parent/Guardian)

Name of Student: \_\_\_\_\_

This form is to be completed by the person(s) responsible for the applicant's finances.

Please write N/A (not applicable) where appropriate.

Name: Mr. \_\_\_\_\_  
relationship

Name: Mrs. \_\_\_\_\_  
Miss relationship

Address: \_\_\_\_\_  
\_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Age: \_\_\_\_\_

Age: \_\_\_\_\_

Occupation: \_\_\_\_\_

Occupation: \_\_\_\_\_

Employer: \_\_\_\_\_

Employer: \_\_\_\_\_

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INFORMATION ON DEPENDENTS

**applicant**

**Dependents in school, excluding**

Number and ages of dependants  
in household, excluding parents: \_\_\_\_\_

Name                      School                      Cost per year

Number of dependents in  
college/private school: \_\_\_\_\_

Are any dependents currently  
in school receiving financial  
assistance? \_\_\_\_\_

If yes, please state (1) source (1) \_\_\_\_\_

(2) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**INFORMATION ON FINANCE**

	<b>Assets</b>			<b>Loans and other Indebtedness</b>
Current value of home:		Mortgage:		
Other real estate (current value):			Personal loan:	
			Consumer loan:	
<b>TOTAL:</b>		<b>TOTAL:</b>		

**Income**

	wages/salary	gratuities	bonuses	pensions	
<b>TOTALS Per Year</b>					
Earned income					
	Interest	investment	rent	other	
Unearned income					

**Fixed Expenses**

	emergencies	future goals				
	rent	manage. fee	land tax	maintenance	mortgage	
Housing						
	car	furniture	appliances	personal loan	c/o payments	
Loan						
	electricity	telephone	gas	water		
Utilities						

**Expenses**

	food	eaten out	house. prod				
Food							
	licence	insurance	repairs	bus/ferry/taxi	fuel		
Transportation							
	tuition	book/supplies	room & board	transportation	educ.funds		
Education							
	doctor visits	dentists visits	prescriptions	eye care	dietitian		

Health Care

offering/tithes	charities	work/social
<input type="text"/>	<input type="text"/>	<input type="text"/>

Contributions

Subscriptions

cable tv/WOW	magazines	newspapers
<input type="text"/>	<input type="text"/>	<input type="text"/>

Personal care

hair care	grooming	allowances	children's pocket allowances
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Household help

Cleaner	gardener	baby sitter	nursery	summer camp
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Clothing

clothes	shoes	laundry	cleaning	repairs
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Entertainment/  
Recreation

movies	vidoes	parties
<input type="text"/>	<input type="text"/>	<input type="text"/>

Gifts

hobbies	sports	travel	gym
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Other

birthday	Christmas	anniversaries	weddings	flowers
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Stationary	club dues	pocket money	veterinary	others
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Annual Income:**

**Annual Expenses:**

I/We certify that to the best of my/our knowledge the information provided in this **CONFIDENTIAL FINANCIAL STATEMENT** is true and accurate.

In addition I/We understand that should the information provided herein be found to be incorrect, then any financial assistance offered may be withdrawn.

Signature of Parent/Guardian/Spouse: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of Parent/Guardian/Spouse: \_\_\_\_\_

Date: \_\_\_\_\_

**Please note: Applicants and their parents/guardians are advised that they may be requested to authorize the release of financial information from their employer or bank.**



GOVERNMENT OF BERMUDA

**Ministry of Education**

Scholarships and Awards Committee  
14 Waller's Point Road  
St. David's DD 03

**Receipt of Application Form:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Received by:

\_\_\_\_\_  
Date: