



THE UNIVERSITY OF THE WEST INDIES

MONA, JAMAICA, WEST INDIES

OFFICE OF THE CAMPUS REGISTRAR

Administrative Annex, University Place, Kingston 7

Tel: (876) 977-1202 Fax: (876) 970-4471 email: campusregistraroffice@uwimona.edu.jm

MEMORANDUM

TO: **ALL FINALIZING STUDENTS (STUDENTS WHO EXPECT TO COMPLETE STUDIES BY THE END OF SEMESTER II)**

FROM: **CAMPUS REGISTRAR**

DATE: January 5, 2016

RE: **ARRANGEMENT FOR PAYMENT OF TUITION FEES FOR SEMESTER II 2015-2016**

Further to my memorandum to all students dated December 14, 2015 concerning regulations governing payment of tuition fees, this is to advise all students who expect to be awarded their degrees by the end of Semester II, 2015-2016 that, in addition to paying ALL OUTSTANDING FEES for past years/Semesters by January 17, 2016, **Semester II's fees must be paid in full by Friday, February 26th.**

Please note the following carefully:

FOR FINALIZING STUDENTS:

1. All outstanding fees must be paid by January 17, 2016.
2. **Semester IIs' tuition fees must be paid in full by February 26, 2016.**
3. Finalizing students who do NOT pay **outstanding fees** for past years/Semesters, by January 17, 2016 will not be allowed to select courses for Semester II.
4. **Finalizing students who do not pay Semester II's tuition fees IN FULL by February 26th will have all their courses removed and will NOT be permitted to sit Mid-Semester or Final Examinations.**
5. Finalizing students who have already selected courses for Semester II will have these courses removed if (i) outstanding tuition fees are not paid by January 17, 2016 AND/OR (ii) Semester II's fees are not paid in full by February 26, 2016.

The Campus urges you to ensure that you make every effort to pay all fees so that your studies are not interrupted.

CAMILLE BELL-HUTCHINSON