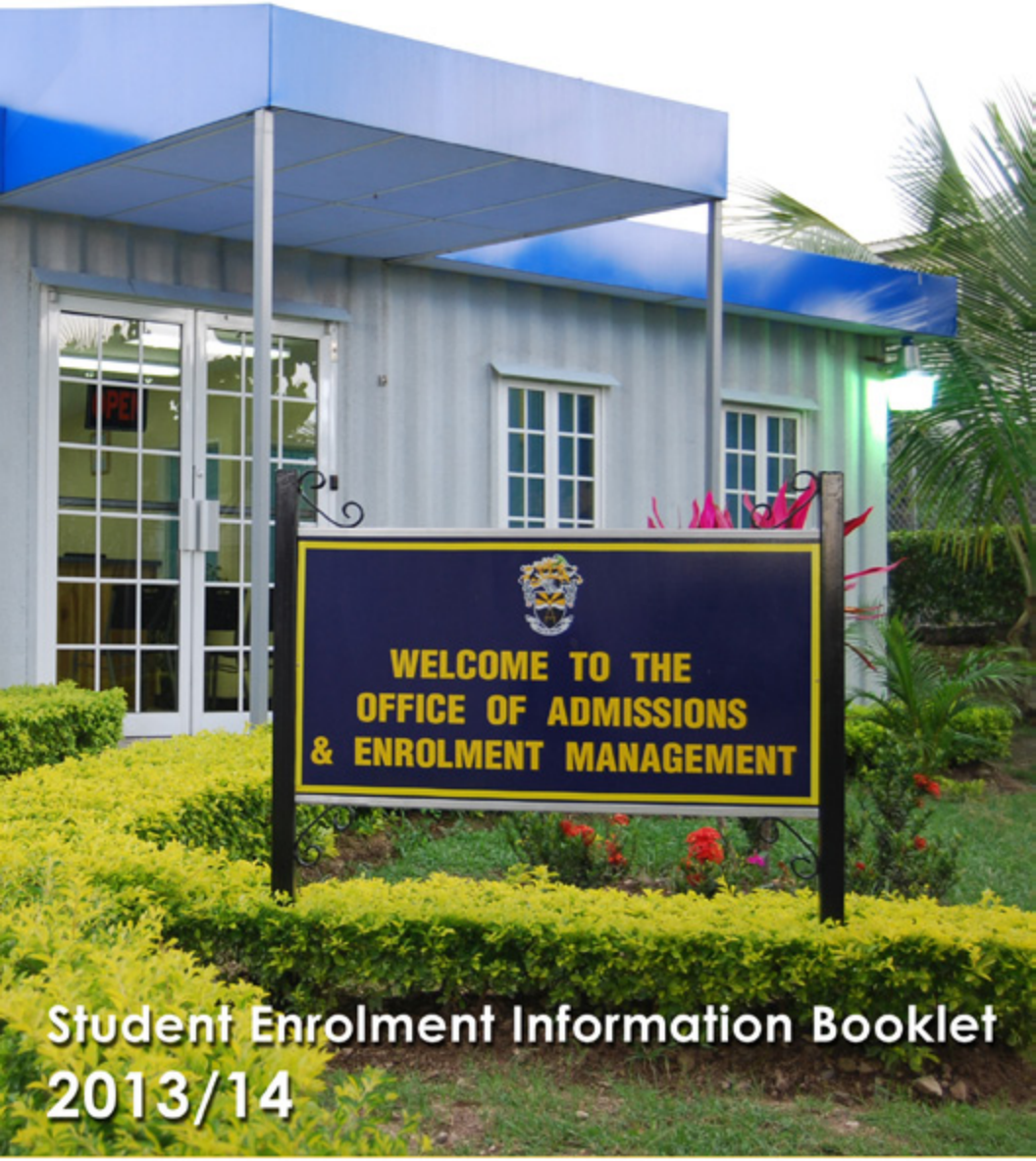
University of Technology, Jamaica

Excellence Through Knowledge



Student Enrolment Information Booklet 2013/14

Table of Contents

Message from the Assistant Registrar Admissions 2
Introduction 3
Overview of Enrolment 3
Online Module Selection and Enrolment steps 4
Completion of Enrolment 4
Fees 6
- ♦ General Payment Registration Guidelines 7
  - ⇒ Boarding Accommodation 7
  - ⇒ Student Loan Recipients 7
  - ⇒ Scholarships, Staff and Dependents 9
- ♦ General Payment Procedures 9
- ♦ Financial Clearance 12

Enrolment facts and procedures 14
- ♦ Proficiency test in English Language 14
- ♦ Module Selection Guide 15
- ♦ Credit Load 15
- ♦ Course of Study Curriculum 16
- ♦ Understanding your module selection 17
- ♦ Registration tips 19
- ♦ Medical and Health Insurance 21
- ♦ Identification Cards 21

General Enrolment Guidelines 23
- ♦ Enrolment periods 23
- ♦ Deferrals 23
- ♦ Transfer of credit 24
- ♦ Exemptions 25
- ♦ Add/drop 25
- ♦ Withdrawal from a module 26
- ♦ Semesterized Levels Explained 26
- ♦ University student handbook 27

Enrolment Support 28
- ♦ Call Centre 28
- ♦ On Campus Computer Access 28
- ♦ Office of Admissions & Enrolment Management Team 29

Notes 30

MESSAGE FROM THE ASSISTANT REGISTRAR - ADMISSIONS

It is my special pleasure to welcome all students to the University of Technology, Jamaica for the 2013/14 academic year.

If you are a new student, allow me to express my heartiest congratulations on being selected to pursue your desired course of study. If you are a returning student, may I extend to you further encouragement as you continue on this challenging road to success.

We aim to provide you with excellent service in 2013/14. To this end we have prepared this Enrolment Booklet which is designed to provide you with the necessary information to ensure that you have a seamless enrolment process. Details surrounding the selection of modules, payment of fees etc. are contained within this booklet to ensure that you will be able to complete the process with little or no challenges.

Enrolment is scheduled between July 1 – August 23, 2013. Kindly ensure that you complete your enrolment process during this period. Should the University facilitate your enrolment outside of this period, you must ensure that all procedures contained in this booklet are still followed.

Congratulations once again on your academic success to date. Best wishes as you strive to attain "Excellence through Knowledge."

Barry Thomas
Assistant Registrar-Admissions

INTRODUCTION

All students are required to enrol before the start of the academic year, in accordance with the rules made from time to time by the University. Only in exceptional cases with the special permission from the Registrar, will students be permitted to enrol after the time scheduled for them.

OVERVIEW OF ENROLMENT

Enrolment is broken down into three stages:

(1) The Module Selection process, whereby students will be required to log on to the UTech Students' Portal to select their modules after which a payment invoice will be generated;

(2) Payment of Fees;

(3) Return to student portal to confirm personal information and agree to the university's regulations.

ONLINE MODULE SELECTION AND ENROLMENT STEPS

Step 1: Log on to the university website www.utechjamaica.edu.jm.

Step 2: Click on the student portal link on the homepage.

Step 3: Click on link (Log-in to UTech portal here)

Step 4: Enter application number for user name and enter your date of birth for your password.

Step 5: Change your password.

Step 6: Now on the student home page , click on the icon '*Student.'*

Step 7: On the student page, click on '*Select your module*,' located beneath the student action column.

Step 8: Make your selection from the ***non-specialization, specialization*** and electives groups.

Step 9: Once satisfied, click on '*Confirm Selection.'*

Step 10: Select the link *'Click here to view your fees.'*

Step 11: Exit from the system and pay your fees.

COMPLETING ENROLMENT PROCEDURES

Step 12: Return to the Student Portal after payment of fees

Step 13: Click on the message which states *'Click here to enrol*'

located in the In-tray on the homepage.

a: On the homepage, go to In-tray

b: Click on, *'Click here to enrol'*

Step 14: Complete all ***10 steps*** of the process after clicking on the message in the In-tray.

Step 15: After completing the enrolment steps click on *'I Agree'* to accept the University's regulations and policies.

Step 16: To print personalized timetable, go to Student page.

Step 17: Proceed to the Medical Centre to submit your medical form or to make arrangements for the medical to be completed by the UTech Practitioner at the Papine Campus. Students may also visit the Western Campus to submit their completed medical forms.

Step 18: Boarding applicants for the Papine Campus are asked to visit the Accommodations Unit before proceeding to the Department of Safety and Security to process your identification.

Step 19: Proceed to the Department of Safety and Security located on the ground floor of the main Administration building at the Papine Campus to process your identification card or at the Campus nearest you.

Step 20: Collect your Student Handbook at the Campus nearest to you.

You are now a registered Student of the University.

FEES

Fees charged by the University of Technology, Jamaica are approved by the University Council and the Ministry of Education for each academic year. The University reserves the right to make changes to fees and/or the procedures for payment.

All fees should be paid by cash or manager's cheque at any branch of the National Commercial Bank, Bill Express or Paymaster branches island wide.

The University of Technology, Jamaica Finance and Business Services Division has approved a fee payment guide and enrolment procedures for students attending the institution. Students are therefore required to comply with the rules stipulated in this guide which are subjected to change without notice. To avoid delays at enrolment, students are strongly advised to pay their fees early and be 'cleared by Accounts.'

Fee Structure

Fees payable upon registration at the beginning of the Academic Year are as follows: tuition, examination/assessment fee, ancillary (non-refundable), students' union, health, student welfare fund, registration, Jam Copy Tariff, health/personal accident insurance (non-refundable).

All students are required to pay all the fee components outlined. In addition, some Schools/courses of study may have other prescribed fees for particular activities. For example; Axis

Journal fee – applicable to Faculty of Built Environment and Law Library fee – Faculty of Law, etc.

Important Note

1. No student will be allowed to register for an academic year with an outstanding balance from previous years.

2. All fees may be paid using manager's cheque, cash, debit and credit cards. Credit cards can only be used by the card holder *(Absolutely no personal cheques will be accepted).*

3. Fees may be paid at any branch of the National Commercial Bank, (NCB) account number **371360247**, Bill Express and Paymaster or in the Accounts Receivable unit at the University's Papine campus. There are no other authorized locations for receiving fee payments.

4. It will take at least 48 hours to clear payments made at any of the external payment agencies above.

General Payment Registration Guidelines

After printing the fee breakdown (invoice), you are now required to follow the applicable procedure(s):

Procedures for persons seeking boarding accommodation

1. Boarders will be required to pay both Tuition fees and boarding fees at any of the payment locations, separately, before proceeding to the Accommodations Office.

2.Pay all tuition/boarding/miscellaneous/registration fees required for enrolment.

Procedures for Student Loan Bureau (SLB) loan recipients

Student Loan Bureau (SLB) loan recipients will be granted financial clearance once their loans have been approved and communication has been received by the University electronically.

The SLB covers **tuition and assessment fees ONLY**.

Note:

SLB will only pay for the maximum number of credits for each level. Students are required to check that the number of credits for each semester does not exceed the amount approved by the Bureau. Should they exceed agreed amount, student will be required to pay the difference. Additionally, SLB does not cover the cost for pre-university modules.

Students should therefore be guided by the following steps:

1. Generate fee breakdown.

2. Pay all miscellaneous/registration fees required for enrolment (SLB covers Tuition and Exam fee only)

3. Check student In-tray for message.

4. Complete the enrolment steps

5. Follow up with the SLB to ensure that all guarantors' documents have been submitted.

6. Ensure that payments are made to the University by the Student Loan Bureau.

Procedures for Staff members/Sponsored Students/ Scholarship recipients/Co-dependents of UTech Staff member

If you are a staff member or a co-dependent of a UTech staff member. You need to:

1. Submit your fee breakdown to the Human Resource Department located on the Papine Campus for approval. (Information will be transmitted electronically to the Students Receivable unit by HR department for update to your account).
2. Pay all tuition/miscellaneous/registration fees required for enrolment.

If you are a sponsored student/receiving scholarship, you need to:

1. Proceed to the Financial Aid Office located at the Papine campus with the fee breakdown.
2. Pay all tuition/miscellaneous/registration fees required for enrolment.
3. Check student *In-tray* for message.

General Payment Procedures

Payment at NCB

1. If payments are being made via any branch of NCB the following are required:
   i. UTech Fee breakdown (Tuition/Boarding Invoice) with Student's Name, ID Number and amount to be paid.
   ii. A completed regular NCB Deposit voucher with the

following details:

1. UTech's Account Number:
   a. **371360247 (JA$ Payments ONLY) OR**
   b. **376089223 (US$ Payments ONLY)**
2. Student's Full Name
3. Student's Identification Number
4. The name of the person making the payment must be written in the section "**PAID IN BY_____**"
5. **"UTech School Fee Payment"** must be written at the section **"ACCOUNT NAME_____"**
6. Include the amount being paid.
7. Indicate the type of payment being made i.e. "**Tuition Payment**" OR "**Boarding Payment**"

2. Via Tele-Midas at 1-888-622-3477-8 or by via E-Banking online at www.jncb.com (**NCB Customers ONLY**) providing the following information where applicable:

a. UTech's Account Number:
   i. 371360247 (JA$ Payments ONLY) OR
   ii. 376089223 (US$ Payments ONLY)
b. Student's Full Name
c. Student's Identification Number

3. Payments can be made via Wire-Transfer (from any bank that supports this facility) using the following information:

a. UTech's Account Number:
   i. 376089223 (US$ Payments ONLY)
   ii. 371360247 (JA$ Payments ONLY)

b. SWIFT CODE: JNCB JMKX

c. Student's Full Name

d. Student's Identification Number

e. Indicate the type of payment being made i.e. "**Tuition Payment" OR "Boarding Payment"**

Note: The above information should be indicated on the wire-transfer information and a copy of completed transaction faxed to Fax #: 970 – 2302

Payment at Paymaster

Provide the payment representative with the following information:

- Student identification card or Number
- Student Full Name (First, Last, Middle)
- Amount being Paid
- Indicate that payment is being made to **'UTech**.'

Note: The above detail SHOULD be printed on the receipt when the transaction is completed.

Payment at Bill Express

Provide the payment representative with the following information:

- Student identification card or Number
- Student Full Name (First, Last, Middle)
- Amount being Paid
- Indicate that payment is being made to '**UTech'**

Note: The above detail SHOULD be printed on the receipt when the transaction is completed.

Online Payment via UTech's Website

Payments can be made via the university's website via the 'Online Services' section. Payments via this method are possible with any of the following:

- Keycard
- Visa
- MasterCard

Upon payment a confirmation email will be sent to you as receipt of your payment.

Financial Clearance

Students will receive messages to their portal to inform them of their registration status. You should monitor your portal 'In-tray' for messages regarding financial clearance. If after two clear working days following fee payment a financial clearance message does not appear in the 'In-tray', please contact Students Receivables by email: recaccounts@utech.edu.jm. The notification message you will receive in your In-tray may include any of the following:

1. "You have been financially cleared . . ."
2. "You have not paid the requisite amount to be registered . . . The remaining balance must be settled to avoid penalties."

3. “Your financial status cannot be assessed because you have not confirmed your selections.”

Please pay special attention to the instructions displayed which indicates there is a problem with your registration. Follow the recommended actions. You cannot be registered unless

- the requisite fees have been paid
- financial clearance approval is given electronically based on your invoice and payment agreement.

ENROLMENT FACTS AND PROCEDURES

This information is geared towards facilitating a smooth module selection and enrolment process for students.

The academic year is divided into three sessions. These are:

Semester 1:	August – December
Semester 2:	January – May
Summer Session:	May – August

The module selection and enrolment process involves three stages: (1) The Module Selection process, whereby students will be required to log on to UTech Students' Portal to select their modules after which a payment invoice will be generated; (2) Payment of Fees; (3) Return to student portal to confirm personal information and agree to the University's regulations.

Proficiency test in English Language

The test is designed to identify students who need further assistance with English. Criteria for exemption:

- Possess a Grade 1 in CXC English or CSEC English A or an A in GCE English.
- Possess Grades 1 or 2 in CAPE Communication Studies
- Have successfully completed an undergraduate degree from a recognized university
- Have a Diploma from a Teachers' College
- Have an Associate degree from a recognized tertiary institution.

Note: All other student must sit the test. Students who fail the

Proficiency test will be required to do the Developmental English module at a cost. Those who have either met the exemption requirements stated above or have passed the test should do the Academic Writing 1.

Module Selection Guide

You are encouraged to check your Module Selection Guide to see the spread of modules across academic sessions. This maybe accessed by:

- Visiting the UTech website at www.utechjamaica.edu.jm then under Current Student click Enrolment Information → Semesterized Student → Module Selection Guide, then look for Faculty/School and course of study; or
- At the School's Office

Credit load

Students are allowed to select between nine and 21 credits per semester. The University does not have designation of part-time or full-time mode any longer. However, students carrying fewer than 12 credits are considered to be attending in a part-time mode.

Students should be mindful that in order to move to the next level the required number of modules/credits must be completed within the academic year.

Course of Study Curriculum

A Course of Study curriculum is comprised of modular components. These are Core, General Education and Elective modules.

Core Modules

Core modules are modules which define a particular course of study. They provide a foundation in the discipline of study. Core modules for a given course of study are compulsory for students pursuing the particular course of study.

Prerequisite Module

A Prerequisite module is one that must be taken before another particular module or group of modules.

Co-requisite Module

This refers to a module which must be taken along with another module.

General Education Modules

The philosophy of the general education component reflects the University's conviction that students should have foundation knowledge in certain areas and be prepared for good citizenship that will enable them to live in and contribute positively to an ever-changing, diverse, and multi-cultural global society. These modules aid in enhancing the students' learning experiences that will guide students in their development and self-understanding. For example, Academic Writing 1 (COM1020) and Information Technology (INT1001).

Elective Modules

An elective module is an optional module chosen by the student. Within some courses of study, the elective module(s) maybe narrowed to a certain set.

Students are advised to liaise with their respective Schools as it relates to electives.

Understanding your Module selection

Students will be allowed to select a '**Main Activity'** for a particular module. An activity is the delivery pattern of the particular module, that is, if the module is delivered by a lecture, tutorial, practical/lab etc. In most instances the 'main activity' is the lecture. The exceptions are where the module is delivered as tutorials or as practicals.

Note: After you have selected your Main Activity the system will automatically assign you to other associated activities (tutorials, labs etc).

Module occurrence (OCC)

Each event or class time has occurrences. The occurrences are very important in the module selection process. The occurrences are indicated by three characters.

The first character represents the location (campus) where the module is being taught

The second character refers to the different time period within a day

The third character gives number sequence based on the time

period within a day

The following tables below show how the occurrences are determined.

1st character - Campus Locations;

Coding	Location
A	Dental Auxiliary
D	Montego Bay (Nursing)
O	Montego Bay (Business Admin.)
Q	Portmore Outreach
U	UTech
W	Slipe Pen Road

2nd character – Time of Day

Code	Period	Start time
M	Morning	8:00 – 11:00
N	Afternoon	12:00 – 4:00
E	Evening	5:00 – 9:00

Therefore, an occurrence with UM2 means that the module is offered at UTech, in the Morning Session and it is the second session within the morning.

REGISTRATION TIPS

To facilitate a smooth registration process, kindly adhere to the following selection and enrolment tips.

- Use the occurrences to assist in your selection process. Remember they tell you the location as well as the time of day the module is offered.
- To avoid clashes, select '**All Core Modules'** before General Education Modules. Make a note of the number of times your **Core Module(s)** will be offered during the academic year. **Note:** Some **core modules** are only offered **ONCE** and as such it is advisable that you **select** them for the academic session in which they appear.
- View Schedule after **EACH** module selection.
- Students who ought to have but did not sit the 'English Proficiency test' and those who **failed** the test will be barred from taking Academic Writing 1.
- Do not **confirm** your module selection if you are UNSURE or wish to return to your selection. However, your selections will be held only for seven days.
- You may unconfirm and modify your selection by clicking the ***'Undo Selections'*** icon. This screen is only accessible if you have not received Financial Clearance. ***By selecting this icon, your selections will become invalid and you have to re-select/confirm your modules.***
- View your fees on *'View Your Fees'* icon, once your modules have been confirmed.

- Pay your Tuition fees via the various methods outlined in *'Enrolment Booklet*.'
- Comply with the financial clearance period of at least two working days before returning to the Student Portal to complete your enrolment.
- Students who are dependents or members of staff need to take their fee breakdown to the HRM Department for approval.
- Students receiving sponsorship/scholarship must proceed to the Financial Aid Office located in the Student Services Department at the Papine campus.
- Students who will be provided with accommodation on campus must pay their **tuition fees first before** making accommodation payments. **Do not proceed to the Identification Services unit unless you have been registered at the Accommodation Unit.**
- Print personalized timetable from the **'***View Timetable'* selection link after completing your on-line enrolment.
- Proceed to the Medical Centre to submit your medical form or to make arrangements for the Medical to be completed by the UTech Practitioner at the Papine campus.
- After completing online enrolment steps and ensuring that your medical is completed proceed to take your ID card.

The Medical

The medical form is to be submitted before or upon registration. It is important to note that a completed medical form is vital for the processing of your registration. Students will not be registered without submitting their medical reports to the Medical Centre. The form must be completed by the prospective student and signed by a Medical Practitioner.

Health Insurance

All registered students are now enrolled in the insurance scheme offered by the University whether or not in position of private insurance. Coverage is provided in two main components: (1) Health; (2) Accident/Injury. The fee breakdown is as follows:

- Health Insurance Premium
- Accident & Injury Premium
- Health Centre Administrative Fees

Identification Cards

Processing of your Identification Card (ID) will be done by the Department of Safety and Security, which is located on the ground floor of the main Administrative building on the Papine campus. A schedule will be provided for students of the Western campus to process their identification cards once enrolment has been completed.

- A valid identification card indicates that a student is enrolled for the academic year. This card gives access to University facilities and services, such as the University Library, the

Computer Laboratories and other areas of the campus.

- All students will be photographed for identification cards.
- Students are required to display their identification card while on the University campuses and present it when requested by authorized personnel.

Enrolment is complete when a student has met all enrolment conditions and he/she has been issued a valid ID card.

The Department of Safety and Security Opening Hours

Mondays, Tuesday and Fridays	8:00 am – 4:00 pm
Thursdays	12:00 noon – 8:30 pm
Saturdays	10:00 am – 3:00 pm
Wednesdays	**CLOSED**

If you have completed all the above steps you are now considered to be a Registered Student of the University.

GENERAL ENROLMENT GUIDELINES

Information in this section must be supplemented by the full policies and regulations of the university.

Enrolment period

Enrolment is the process by which registered students select and confirm modules and/or class time specific to their courses of study in conjunction with their academic advisor. Upon selection and confirmation of modules students are required to pay their tuition and complete the enrolment process and collect their identification cards.

Enrolment allow students to attend lectures, tutorials and sit examinations.

Deferrals

Accepted applicants to the University may request a deferral of their registration for a period of not more than one year. This request should be made in writing to the Registrar and copied to the Head of School before the beginning of the instructional period in which the course of study would commence.

Accepted applicants who have been granted deferrals will be guaranteed places for the next academic year in the course of study for which the original offer was made, only if there are no changes to the matriculation requirements.

Transfer of credit

A transfer of credit is one earned for a module successfully pursued at an approved tertiary institution and deemed equivalent to one in a undergraduate course of study. No grades are issued for these credits but the credit count towards completion of the course of study. Transfer credit(s) are therefore not calculated in the Grade Point Average (GPA) but will appear on the student's academic record as Transfer Credit(s) and to fulfill requirements for graduation.

Only official transcript from other institutions may be used to evaluate and/or award credit. To be eligible for evaluation, the grade for the module must appear on the official transcript from the institution. New students must request that an official transcript from all previously attended institution be mailed to the Office of the Registrar.

Modules used as basis for matriculation are not recorded as transfer credits, and they do not form part of the University's record of the student's academic performance.

A minimum of **Grade C** is required for credit transfer of modules taken in undergraduate degrees courses of study. Individual Schools have discretion to adopt a higher minimum grade where appropriate, such as in core modules. Performance designations other than letter or percentage grades are not acceptable for transfer credit. **Credit transfer will not be granted for the research component of a degree or diploma.**

Transfer Credit(s) is done once per entry for Course of Study.

Application of transfer credit(s) must be received prior to the start of the academic year. See Regulation 3 in *Student Handbook*. **Once this period has passed student must apply for exemption.**

Exemption

An exemption is: (a) the award of credits for workplace or professionally certified experience where the learning outcomes are deemed equivalent to those prescribed in a UTech module and/or (b) the award of credits for equivalent module successfully pursued at an approved institution, which were not considered during initial application to the course of study. Students will be assigned a grade of EXEM for exemption, which will not be calculated in the GPA.

Students who have received approval for exemption on modules from the university's academic board will be required **to pay** the associated cost assigned to the module and will not be entitled to a reduction in fees and or refund.

The number of transfer credit(s) and exemptions may affect the eligibility for certain class of awards. See regulation 3 in handbook.

Add/drop

Students wishing to add/drop modules must do so by completing and submitting an online request via the automated add/drop application within the first two weeks of the

commencement of classes in either Semester 1, 2 or the Summer session. The application is only available to currently registered students of the University.

They must comply with any College/Faculty specific requirements concerning attending lectures and laboratories and continue attending all classes until the add/drop request has been fully approved. To discontinue a module after the add/drop period a student must request to do a withdrawal from the module.

Withdrawal from a module

Withdrawal from a module is advised only in extenuating circumstances. A student wishing to withdraw from a module shall discuss the matter with his/her academic advisor before submitting the form to the programme director no less than two weeks before the official suspension of classes for the Semester or the Summer session. ***Failure to apply for a withdrawal will result in a 'fail' grade for the module. There will be no right to appeal***. Students are limited to a maximum of two modules in any Semester or Summer session. **Refunds are not applicable to module withdrawals.**

Semeseterized Levels Explained

Modules are indicated as being at Levels 1-4, based on the difficulty/complexity of the modules and where they are sequenced in course of study. Each student must complete the required number of credits at every Level in order to graduate.

The levels are:

Level 1 - successful completion of up to 28 credits, including transfer and exemption

Level 2 - successful completion of up to 29-58 credits, including transfer and exemption

Level 3 - successful completion of up to 59-90 credits, including transfer and exemption

Level 4 - successful completion of up to 91 credits and above, including transfer and exemption

University Student Handbook

Academic requirements that are not addressed within this *booklet* may be found in the University's ***Student Handbook***. The Handbook outlines detailed information regarding the University's regulations and procedures. Students are ultimately responsible for knowing and adhering to the University's rules and regulations. The ***Student Handbook*** may also be accessed via the student portal or the University's website.

Please make every effort to read the handbook as ignorance to information that can be found in the handbook will never be accepted as an excuse for violation or lack of adherance.

ENROLMENT SUPPORT

Call Centre

UTech has introduced a Call Centre with staff specially trained to handle your enrolment queries. If you have any questions or need additional assistance you may dial any of the following numbers Mondays to Fridays between the hours of 8:00am to 6:00pm:

970-0962	702-4059
970-1580	977-7608
970-2965	977-7617

Note: Call Centre only operates during enrolment period.

On campus computer access

The University has provided computer access to students who desire internet access on campus for their enrolment purpose. The students who may require additional enrolment support and use of computers may visit the Office of Admissions and Enrolment Management Lab during the enrolment period.

Opening hours are:

Mondays to Thursday	8:30 am to 6pm
Fridays	8:30am to 4pm

OFFICE OF ADMISSIONS AND ENROLMENT MANAGEMENT TEAM

Barry Thomas - **Assistant Registrar Admissions**

Keisha Weston - **Enrolment Officer**

Stephanie Morris **- Admissions Supervisor**

Patricia Williams - **Post Graduate Admissions Assistant**

Gavette Francis **- Administrative Assistant**

Donna Drake -**Enrolment Assistant**

Jetu Green - **Enrolment Assistant**

Sophia Burns - **Undergraduate Admissions Assistant**

Trudy-Ann Donaldson - **Undergraduate Admissions Assistant**

Lola Farquharson - **Undergraduate Admissions Assistant**

Althea Johnson-Roach - **Undergraduate Admissions Assistant**

Charmaine McGlashan -**Undergraduate Admissions Assistant**

Clayton Moore- **Undergraduate Admissions Assistant**

Shamin Douse—**Franchise and Outreach Assistant**

Gwendolyn Haughton - **Receptionist**

Janice Williams **- Receptionist**

Kimberley Bourne **-Admissions Clerk**

Camesia Lindsay **-Admissions Clerk**

Berris McNamee **- Admissions Clerk**

NOTES

University of Technology, Jamaica
Office of Admissions & Enrolment Management
237 Old Hope Road, Kingston 6
Tel: (876) 970-5287/970-5282
E-mail: admissions@utech.edu.jm
website: www.utechjamaica.edu.jm