



THE UNIVERSITY OF TECHNOLOGY, JAMAICA

FINANCIAL AID OFFICE

EARN & STUDY APPLICATION FORM

SEMESTERS ONE (1) AND TWO (2)

Instruction Sheet

Please **read the instructions carefully** before completing this form and answer all relevant questions. **Incomplete applications will not be processed.**

- Applicants are required to complete all sections of the form in **BLOCK LETTERS** only. Please indicate 'N/A' where the information requested in a section is not applicable to your situation.
- Completed application forms should be submitted to the Financial Aid Office, Student Services Building.
- Applicants are required to attach a copy of their most recent Progress Report and School ID Card.
- Where income figures are required, gross amount should be stated.
- Working hours on the Earn and Study Programme are between 8:00 a.m. – 4:00 p.m. - Mondays to Fridays, with Lillians Restaurant and the Library being the only exception.
- Only full time students or part-time unemployed students are allowed to work on the Programme.
- Students on the Earn and Study Programme are required to choose from one of the following options:

Option One (1): Semester I and II

- ✓ Full time students work up to 24 hours per fortnight.
- ✓ Part-time and specially approved students – work up to 48 hrs per fortnight

OR

Option Two (2): Summer Semester

- ✓ All students work a forty-hour (40) work week.

Note: Students are not permitted to work in both the Semesters and the Summer.

- Application Period: Semesters I & II - August 11 – September 12, 2009
Summer Semester – April 01 – April 14, 2010