• Collaboration with other universities (it is envisioned that students will be able to take modules – (including those previously failed) – at another approved institution, if these are not available at UTech. The credits would then be transferred to his/her module of study at UTech.

• Doing make-up modules/ exams in the semester immediately following the one in which the module was failed or in the summer session.

**Independent Study**

Alternative and replacement modules along with independent study modules (such as the subject-based extended study [SBES] as practiced in SOTAVE) are means by which students can navigate the semester system if their most favoured module is unavailable. A limitation on the number of independent study modules would be established by each programme/Faculty.

**Progression**

• Students’ academic standing and progression will be based on the number of credits completed.

• The pace at which a student completes should not matter as long as it is within the period prescribed for the course of study.

Level is used to indicate a student’s achievement in a course of study. The levels are:

• **Level 1** – A student who has successfully completed up to 30 credits, including Transfer/Exemption credits.

• **Level 2** – A student who has successfully completed 31 to 60 credits, including Transfer/Exemption credits.

• **Level 3** – A student who has successfully completed 61 to 90 credits, including Transfer/Exemption credits.

• **Level 4** – A student who has successfully completed 91 credits and above, including Transfer/Exemption credits.

**BENEFITS OF SEMESTERISATION:**

• Flexibility for students in selecting class times

• Individual timetables for students from central master timetable

• Class list for lectures

• A longer period for student registration, which is done online.

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University of Technology, Jamaica

**Semesterisation And YOU**

**For further information contact:**

The Office of Admissions & Enrolment Management  
512-2287/512-2282  
or  
Semesterization Project Office  
512-2832/512-2033  

“Excellence through Knowledge”
Introduction

The University of Technology, Jamaica (UTech) began implementing a Semester System in the 1999/2000 academic year. At that time, two changes to the system were:

- The academic year was restructured into three Academic Sessions: Semester 1 – August to December; Semester 2 – January to May; and, the Summer Session – May to August; and
- All courses of Study (were modularized).

By 2009, further adjustments in the System have been realised, including:

- Development of General Education courses
- Defining of pre-requisite and course modules for courses of study
- Modification of diploma and certificate courses to fit the semester system; and
- Introduction of end-of-semester examinations.

The 2009/2010 Academic year was the pilot year for additional elements of semesterisation for Level/Year 1 students only. As at Academic year 2009/2010 students in their second, third or fourth year continued with the existing structure of their course of study/diet until graduation.

INTAKE PERIODS

ENROLMENT/INTAKE TIMES DURING ACADEMIC YEAR ARE:

- August
- January
- May/June for Summer Session

Determination of Core Modules

All courses of study will have a predetermined percentage of core modules. These core modules at each level/year of study must be taken by the student. All core modules and technical modules for a given course of study must first be scheduled on a student’s timetable and only after that will the student be able to choose non-core modules and electives. Non-core Modules and electives will be accessible to students only where space is available.

Determination of Pre-Requisites and Co-Requisites

Pre-requisites will be linked to the requisite modules such that it would not be possible for a student to select a module if s/he has not successfully completed the requisite. Co-requisites will also be linked to requisite module.

Determination of Equivalence

All modules that are assessed by the same examination paper will be treated as being equivalent and will, therefore, have the same schedule on the Master Timetable.

Duration of Course of Study

Students enrolled for undergraduate courses of study will be allowed a maximum of the prescribed time plus two years to complete.

Student Credit Load Per Semester

SEMESTERS 1 & 2

- Regular undergraduate degree students will complete a minimum of 6 credits and a maximum of 21 credits per semester.
- Credits beyond the maximum will be permitted on the recommendation of a Student Advisor or with approval from the Dean of Faculty.
- The credit range does not apply where the student is taking the final module/modules for completion of a course of study.

‘Fast-Track’ Options Available to Students

Students will be allowed to ‘fast-track’ completion of their degrees and other courses of study on the recommendation of their Academic Advisor and would therefore, be able to complete these programmes within the shortest time possible. Acceleration may be achieved through:

- Pursuing additional credits
- Independent study
- Distance Education