



University of Technology, Jamaica

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President : Dr. Kevin Brown, PhD, MEng (Hons),
(University of Nottingham), AMIMechE

July 10, 2024

Dear First Year Pharmacy Students:

Welcome to the College of Health Sciences and in particular, the School of Pharmacy. Let me take this opportunity to congratulate you on being selected from hundreds of applicants to pursue the Bachelor of Pharmacy course of study. Please consider yourself privileged to have been offered this opportunity and it is expected that you will endeavor to do your best to satisfactorily complete the course of study.

Pharmacy is a course of study that requires its students and graduates to behave in a very professional manner, as a result all pharmacy students are expected to conform to all regulations of the University, the School of Pharmacy (SOP), the Pharmacy Council of Jamaica (PCJ) and the Pharmaceutical Society of Jamaica (PSJ). These include dress code, professional conduct and attendance at Pharmacy classes and meetings etc. *The Code of Conduct for Students* (two copies) are attached and **must** be adhered to. Please read, sign and return one of the Code and Conduct and return to the COHS Main Office.

Pharmacy students are required to **wear uniforms to classes and all professional events**. Name tags and pharmacy pins are also part of the uniform and must be worn at all times. These can be ordered through the University of Technology Association of Pharmacy Students (UTAPS) during orientation week. Please note that the cloth material to be used to make the uniform skirts and pants in addition to white bush jackets will be on sale by UTAPS at the College's orientation. Year one students are allowed a one month grace period to purchase and/or make their uniforms. Once you are offered a place in the School of Pharmacy you automatically become a member of UTAPS. You will be required to make a one time payment of **\$2,000.00** to UTAPS which will be used to fund numerous activities that will support the welfare of the pharmacy students. Please take this fee along with you during orientation week. All first year students are required to attend the College's orientation on **Wednesday, August 21, 2022 at 8:00 am**.

Registration with The Pharmacy Council of Jamaica

Students must be registered with the Pharmacy Council by **Friday, September 30, 2024**. A copy of the registration form (FORM A) is included in this package. This must be completed and submitted to the address below along with registration **fee of \$2,500.00, three testimonials certified passport size photographs and certified copies of qualifications by a Justice of Peace**.

Address To: Dr. Radcliffe Goulbourne
The Registrar
Pharmacy Council of Jamaica
91 Dumbarton Avenue

Exemptions and Transfer of Credits:

All students are encouraged to speak with their Academic Advisor or Programme Director before selecting modules. Students may be **exempted from a module (s)** if they have passed an equivalent CAPE subject or an equivalent module at a recognized institution. Students seeking exemption are encouraged to **prior to start of classes in August 2024**. To do so the following should be noted:

- **Must register for the module for which the exemption is sought**
- **A complete exemption form (obtained from the college office) be submitted, along with**
- **CSEC/CXC/CAPE/GCE certificate from a relevant institution.**

Students may receive **transfer of credit** for a module(s), if they have passed the particular module or an equivalent module at a recognized *tertiary* institution. Students seeking transfer of credits must do so as soon as they have received their acceptance letter into the Bachelor of Pharmacy course of study. Students seeking transfer of credit should apply **prior to start of classes in August 2024**. The following should be submitted:

- **A transcript from relevant institution (if applicable)**
- **A detailed syllabus of the course (s) done before (if applicable) – Course by Course**

Kindly note, exemption or transfer of credit cannot be obtained for modules used for matriculation.

Immunization Procedures:

It is a requirement by the Ministry of Health that all health professional students must be fully immunized including Hepatitis B before commencement of clinical rotations. If not already completed, it should be done during the pursuance of the course of study. This cost is borne by the student. You may contact the UTech Medical Center for more information or access same via this link:

<https://www.utech.edu.jm/campus-experience/medcentre/medical-centre-advisory-for-health-and-allied-health-students>

Matriculation Matters

Since the CSEC and CAPE results will not be available until September, the University has committed to give conditional acceptance to applicants with CSEC and CAPE pending acceptable results. Therefore, you are required to bring evidence of results (Grades 1, 2 or 3) to the office of Admissions and Enrolment Office to complete the matriculation process. If you have not gotten results for CSEC Physics, and CAPE 1 and 2 Chemistry, Biology, and one other science subject such as Physics or Integrated Science, or Environmental Health, you are encouraged to enroll and complete same by August 2023 to be able to progress to year 2.

There are many rules and regulations that govern your life here at UTech. It is your responsibility to become familiar with these which are located in the Student's Handbook. Please note that your cumulative average from year one to year four will contribute to the class of degree you will receive upon graduation.

Again, welcome to the premier School of Pharmacy in the Caribbean and I encourage you not only to focus on your academics but also get involved in the other activities in the college and on campus that will also aid in your holistic development as you strive to become a well-rounded health professional.

Yours sincerely,



Michelle Young-Brown, BPharm, PharmD
Programme Director (Bachelor of Pharmacy)
COLLEGE OF HEALTH SCIENCES

copy: Dr. Lisa Bromfield, Head of School of Pharmacy