

## Samuel Jackman Prescod Polytechnic – *Four per Academic Year*

### *Criteria*

- These awards shall be available to four nationals of Barbados who have gained admission to the Samuel Jackman Prescod Polytechnic (SJPP) to study for a full-time or part-time Certificate or Diploma in any of the following Technical or Vocational divisional disciplines:
  - *Building*
  - *Electrical Engineering*
  - *Mechanical Engineering*
  - *Human Ecology*
  - *Business Studies*
  - *General Studies*
  - *Agriculture*
  - *Automotive & Welding*

*NB. Students enrolled in the Continuing Education and Open & Flexible Learning Centers will not be considered.*

- The successful awardees must also be members of the Barbados Public Workers' Co-operative Credit Union Ltd. (BPWCCUL) of any age. Membership must exist for a period of at least one year prior to enrollment with the SJPP.
- Members must be in good financial standing and must demonstrate commitment to the Credit Union by making regular contributions to their account while maintaining a minimum savings balance of \$200.00 (in addition to the minimum required permanent shares) for at least 1 year prior to enrollment at the SJPP. Good financial standing must exist on account. *Under special circumstances and only for those members between ages 16 – 18 years, the minimum account requirements stated above may be considered based on the membership account status of a parent / guardian.*

- Selection of candidates for the awards shall be based on performance merit and evidence of financial need.
- The four scholarships will be given in the form of financial assistance for students pursuing courses with a minimum duration of 1 year. The scholarships will be disbursed over a maximum 2 year period, based upon the duration of the programme. For programmes exceeding two years, financial assistance will pause at Year 2 Semester 1; with a further payment made at the commencement of the mandatory industrial attachment and the final payment on satisfactory completion of the attachment leading to graduation.
- Continuation of the Scholarship shall be dependent on membership status as well as the candidates' scholastic performance as follows:
  - Adherence to all aspects of the SJPP's Code of Conduct
  - Participation in the required minimum mandatory extra-curricular activities
  - A cumulative GPA of at least 3.0
  - A minimum 80% attendance
- Cheating and plagiarism are grounds for automatic withdrawal of the scholarship.
- Each award shall be:
  - 1 Year Programme - BDS\$1,500.00 (2 per year)
  - 2 Year Programme – BDS\$2,500.00 (2 per year)

<i>Programme Duration (1 year)</i>	<i>Programme Duration (2 or more years)</i>
<b><i>\$1,500 Payable in 3 installments</i></b> \$450–Semester 1 \$450–Semester 2 \$300–at commencement of industrial attachment \$300–at satisfactory completion of industrial attachment	<b><i>\$2,500 Payable in 4 installments</i></b> \$500–Year 1, Semester 1 \$500–Year 1, Semester 2 \$750–Year 2, Semester 1 \$0.00–Year 2, Semester 2 \$375–at commencement of industrial

attachment  
\$375—at satisfactory completion of  
industrial attachment

- Correspondence from the SJPP, to include details of conduct and academic performance must be submitted to the Credit Union prior to each disbursement.
- The agreed schedule of disbursements is tied to completion of the approved course within the stated duration. However, under special circumstances, where withdrawal is permitted by the SJPP, in accordance with their Regulations Governing Withdrawal the award may be continued at the discretion of the Credit Union.
- The awards may be withdrawn at the discretion of the Barbados Public Workers' Co-operative Credit Union Limited.

### *The Process*

- The availability of the awards shall be suitably advertised by the SJPP and the Barbados Public Workers' Co-operative Credit Union Limited.
- The Application process will be administered by the SJPP.
- Application forms for the Scholarship will be available for download from our website at [www.publicworkers.bb/scholarships](http://www.publicworkers.bb/scholarships) and/or from the office of the Registrar, SJPP. Application forms should be submitted to the SJPP marked **CONFIDENTIAL** as follows:

**The Registrar  
Student Affairs  
Samuel Jackman Prescod Polytechnic  
Willey  
ST. MICHAEL**

- The candidate's application package shall consist of:
  - ✓ The application form duly completed

- ✓ A brief statement of why the scholarship should be awarded; to include the candidate's summation justifying financial need – no more than 150 words
  - ✓ An academic or professional character reference *letter*
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- The SJPP shall submit a short-list of at most six (6) recommended candidates who meet the established criteria, to the Scholarships and Grants Committee of the BPWCCUL for final selection.
  - The SJPP shall, along with a list of the short-listed candidates, provide evidence of satisfactory academic performance (*in accordance with the SJPP's entry requirements*) along with copies of the additional documents as provided in the application package referred to above.
  - The BPWCCUL's Scholarships & Grants Committee shall review the details of short-listed candidates and make selections. The Committee's decision shall be communicated to the SJPP.
  - Applications approved by the Scholarships & Grants Committee shall be submitted to the Board of Directors for ratification.
  - Presentations to persons awarded the Scholarships will be made at the Credit Union's Annual Awards Ceremony in August each year.