



GUIDELINE FOR EVALUATING NEW APPLICANTS

Introduction

Applications made to WIST passes through a (2) step process:

Step 1 Evaluation of Academic Qualifications

Step 2 Completion of the Application Package

Step 1

Academic Qualifications are evaluated based on a 4 tiered system:

1. Applicants with five (5) CXC/GCE O'Level passes [grades A, B or C, or General I, II, or III (after June 1998)], inclusive of English Language can gain entry to a B.A. programme.
2. Applicants with three (3) CXC/GCE O'Level passes [grades A, B or C, or General I, II, or III (after June 1998)], inclusive of English Language can gain entry to the Diploma Program.
3. Applicants who have successfully completed a WIST certificate or the WIST diploma can qualify for advanced standing and the award of relevant credits.
4. Applicants who do not possess the academic entry requirements but who are thirty years and over and have at least three (3) years experience in Christian work (at Senior Church Leadership, or Department or Committee Head level) can apply through the Bridge Programme.
5. Students who believe that they qualify for the Bridge Programme may apply to the V.P. Academic Affairs who will assess the student's eligibility for the Bridge Programme. All such students will also be required to sit an English Entrance Exam.

Step 2

Completion of the Application Package (How to Apply)

1. Applicants to WIST may apply by completing the application form which can be downloaded from the website (WISTEF.com) or obtained in hard copy at the Maracas Campus.
2. Applicants are required to submit the following documents along with a completed application form:
 - Copies of your CXC/GCE Certificates/Transcripts
 - Original Certificates
 - Two (2) passport sized photos
 - Application Fee (\$30USD/\$180TTD)
 - Pastor's Recommendation
 - Work Supervisor & Church Elder Recommendation
 - Educational History
 - Physical Examination Forms (Student & Doctor)
 - Hand Written Essay
 - Copies of I.D.
 - Signing of Student's Agreement
 - Complete Entrance Assessment

Note 1: English Assessment Exam

All newly admitted applicants are required to take the English Assessment Exam to determine their levels of proficiency in English. The Test is scheduled before the beginning the first semester of enrolment at the Maracas Campus. Students not obtaining 50% and above in the English Assessment Exam will be required to successfully complete three (3) credits of English, in addition to the established requirements.

Note 2: Student Medical

Each student is required to submit a report from his/her medical doctor stating that the individual is physically and emotionally able to undertake the level of study offered at WIST. (Medical forms are included in the application package)

Note 3: Professional/ Pastoral Recommendations

Each student is required to submit a total of three (3) recommendations: one (1) from their church Pastor, (1) one from a church leader and one (1) from their employer/work supervisor (if the applicant is unemployed – any professional recommendation will be accepted e.g. Teacher/Police Officer etc). The Recommenders should know the applicant for at least five (5) years. Close family relatives should not be recommenders Recommender(s) forms are included in the application package.

Note 4: Personal Testimony

Applicants are also required to write a personal testimony which is assessed by the Registrar. This document helps the school to ascertain whether the applicant's spiritual commitments and goals are aligned with the Christian beliefs/values and the Educational Philosophy of WIST.

Each student is expected to submit a hand written essay or personal testimony. This essay or personal testimony should be between 150-200 words in length. The essay should include:

- (i) A brief account of their own salvation experience,
- (ii) How they expect to contribute to the student life and diversity at the school ,and
- (iii) How certification will be of value to their overall personal development.