

**MINISTRY OF EDUCATION
NATIONAL EXAMINATIONS COUNCIL**

EX

**FOR
TECHNICAL AND VOCATIONAL EDUCATION AND TRAINING
APPLICATION FORM FOR LEVEL II/III EXAMINATIONS
EXTERNAL CANDIDATE 2024**

ELIGIBILITY: An **External Candidate** is one who attended an NEC affiliated training centre and sat final exams in a particular course (no earlier than 2019), was unsuccessful in one or more subjects in said course and is desirous of repeating those subjects failed.

Please read the guidelines overleaf carefully. Application forms which are not completed in accordance with these guidelines will NOT be processed.

GENERAL INFORMATION:

NAME (BLOCK LETTERS)		SURNAME:	FIRST NAME:
FORMER NAME (IF ANY):			
POSTAL ADDRESS:			
CONTACT #:		EMAIL:	
NAME OF COURSE:			LEVEL/OPTION:

I HEREBY APPLY TO WRITE THE FOLLOWING SUBJECT(S)	1.	5.
	2.	6.
	3.	7.
	4.	8.

SUBJECTS TO THE COURSE PASSED TO DATE:

SUBJECT(S)	YEAR	SCHOOL(S)/INSTITUTION(S) ATTENDED
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		

FEE PAYMENT:

I attach my receipt No. _____ for \$ _____ which represents payment for entry fee and _____ subjects.
(See Fee Structure Overleaf).

DATE OF APPLICATION _____
APPLICANT'S SIGNATURE

INSTITUTION DECLARATION: Principals/Registrars/Directors are to ensure that this form is accurately completed and the correct amount of fees paid before forwarding to the National Examinations Council.

DATE _____
PRINCIPAL/REGISTRAR/DIRECTOR

I hereby certify that the above information is complete and accurate.

OFFICIAL USE:

SUBJECT(S) ENTRY: _____
FEE VERIFICATION: _____
RECORD VERIFICATION: _____
PROCESSING STATUS: _____

EXTERNAL CANDIDATE

EX

GUIDELINES REGARDING APPLICATION FOR EXAMINATIONS

ELIGIBILITY:

External Candidate is one who:

- attended an NEC affiliated training centre and sat final exams in a particular course (no earlier than 2019);
- was unsuccessful in one or more subjects in said course and
- is desirous of repeating those subjects failed.

NOTE: Candidates are allowed to accumulate credits toward certification in a particular course over a period of five (5) years starting from the year of initial attempt, allowing the candidate six (6) attempts, including the first. If the requirements for certification have not been satisfied by the expiry of the five-year period, all credits earned are, for purposes of certification, forfeited and the process of accumulation of credits must be restarted in order to become eligible for certification.

VERY IMPORTANT

Please refer to 'ELIGIBILITY' at the top in order to determine your suitability for entry as an External Candidate for a particular course/level of a course/option within a course, particularly in respect of the courses indicated below. Furthermore, please consult the institution through which you are applying regarding any additional conditions you may need to satisfy for eligibility, particularly for further levels of courses.

COURSES AND SUBJECTS:

1. **Air Conditioning & Refrigeration** – Applied Mathematics, Applied Science, Technical Drawing and Blueprint Reading, Electrical Theory, Workshop Theory and Practice, Air Conditioning and Refrigeration Theory and Communication.
2. **Auto and Diesel** – Applied Science, Auto Vehicle Technology I, Auto Vehicle Technology II, Applied Mathematics, Technical Drawing and Blueprint Reading and Communication.
3. **Electrical Installation (Electrical Wireman)** – Applied Science, Electrical Drawing and Blueprint Reading, Electrical Theory, Applied Mathematics and Communication.
4. **Electrical Installation (Industrial Electrician)** – Applied Science, Electrical Drawing and Blueprint Reading, Electrical Theory, Applied Mathematics and Technical English.
5. **Food Preparation & Culinary Arts**– Food Theory I, Nutrition, Safety & Health, Communication, Menu Planning and Development, Catering Calculations and Food Theory II. *(Please note that candidates **MUST** have attained a pass in Food Practical I and/or Food Practical II to enter for these subjects.)*
6. **General Draughtsmanship (Old Syllabus)** – Applied Mathematics, Engineering Drawing, Geometrical Drawing, Architectural Drawing, Electrical Drawing and Survey Drawing
7. **Plumbing** – Technology, Applied Science, Applied Mathematics, Technical Drawing and Blueprint Reading and Communication.
8. **Welding** – Technical Drawing and Blueprint Reading, Applied Science, Arc Welding Theory, Gas Welding Theory, Applied Mathematics and Communication.

Deadline for submission of application with receipt: Friday 19th April, 2024.

FEE PAYMENT: To be paid at any District Revenue Office in Trinidad & Tobago.

LEVEL II (CRAFT) COURSES: Entry Fee: \$25.00 Fee per Subject: \$15.00

LEVEL III (DIPLOMA) COURSES: Entry Fee: \$25.00 Fee per Subject: \$20.00

NOTE: The original receipt (please retain a copy) must be attached to this application form.

Please write the name of the course and subject(s) at the back of the receipt for payment of fees.