

## Frequently Asked Questions cont'd!

### 15) Can I contest my examination results?

Ans. An applicant may contest his/her examination results in writing to the Head/Deputy Coordinator of the PRC Programme by following the PRC Examination Grade Appeal Procedure.

#### PRC Examination Grade Appeal Procedure

1. Application for review of PRC examination results must be done in writing to the Head/Deputy Coordinator of the PRC Programme no later than five business days after official notification of the examination results.
2. Applicants shall support their appeal/allegations with detailed and authentic reasons in writing.
3. The Head/Deputy Coordinator shall notify the Dean of Academic Studies & Student Affairs of the applicant's request to contest the examination results.
4. A review by the Head/Deputy Coordinator shall be held within five business days of the written appeal. This review will include the remarking of the examination script by the Head/Deputy Coordinator and may include a conference with the facilitator/marker if necessary.
5. The results of the review shall be reported to the Dean of Academic and Student Affairs who shall make the final decision within three business days of receiving the report.
6. The applicant and facilitator/marker will be informed in writing of the final decision within two business days of the Dean of Academic and Student Affairs' final decision.
7. The decision should be noted on the applicant's profile of the PRC Examination database.
8. Failed scripts will be kept for a 12 month period and all other exam scripts will be shredded after 4 weeks of the examination date.



### Turks & Caicos Islands Community College

Providenciales: 941-3210 (tel.)  
Grand Turk: 946 - 1163

## T.C.I. COMMUNITY COLLEGE

### EXAMINATIONS FOR P.R.C. APPLICANTS



#### In this brochure you will find:

- Tips on getting started, which include registration for classes and exams.
- Frequently asked questions about the T.C.I. Studies and English Proficiency Courses and Examinations.
- Basic content information about each course and exam.

3 Success Way, Downtown, Providenciales,  
Provo: (649) 941-3210  
Former Navy Base P.O. Box 236 Grand Turk  
Turks and Caicos Islands, WI  
Grand Turk: (649) 946-1163



The following steps should be taken...

- 1) Complete the registration form at the T.C.I. Community College.
- 2) Include a coloured copy of a valid picture identification bearing your date of birth, e.g. passport, NHIP card, NIB card, driver's license etc. **No work permits will be accepted.**
- 3) Pay the required fees for the course \$360 for each course (Introduction to TCI Studies and English Proficiency) and book your preferred course time.
- 4) Attend all four classes for the registered course to be eligible to sit the examination.
- 5) Register for the examination and pay the required fee of \$200 for each examination.
- 6) On the day of exam, you are required to be there 15 minutes before the exam begins.
- 7) You will be required to show your receipt (proof of payment) and the same photo ID you registered with before entering the exam room. Photocopies of receipts and IDs are prohibited.
- 8) Once you receive the examination paper, you will not be allowed to leave the exam and you cannot communicate with any other applicant.
- 9) All cell phones & electronic devices should be turned off and all personal belongings will be left on the shelf or table provided.
- 10) The only things allowed at your station are writing stationery, your ID and receipt.
- 11) Persons caught cheating will be reported to the Ministry of Immigration and Citizenship and will only be eligible for a resit after 12 months of the reported incident.
- 12) Failure to adhere to any of rules will result in applicants being asked to leave the examination.

## Frequently Asked Questions!

### 1) Where do I register for the PRC classes & exams?

Ans. You can register at the Grand Turk or Providenciales campus at the Turks & Caicos Islands Community College.

### 2) Do I have to enroll in the course before taking the exam?

Ans. Yes, all applicants except past students of TCICC are required to enroll in the course and attend all four classes before being eligible to sit the exam.

### 3) What is the exam pass mark?

Ans. You are required to obtain a score of at least 70%

### 4) When will I receive the exam results?

Ans. Results will be ready four business days after the exam.

### 5) What is the duration of each course?

Ans. Each course has 4 classes. Classes are held for 3 hours per week for 4 weeks. You are required to complete all 12 hours before sitting the designated exam. **Class schedule subject to change. Contact the TCICC for the most up-to-date schedule.**

### 6) What will the T.C.I. Studies course consist of?

Ans. This course will expose participants to information on the country's make-up, its history and its past and current developments. It consists of three units. 1. Overview of the TCI, 2. TCI Early Centuries and 3. TCI 1962—Present.

### 7) What will the TCI Studies exam consist of?

Ans. There are 20 multiple choice questions, 10 true or false questions and a labelling section worth 10 marks to be completed within 60 minutes.

### 8) What will the English course consist of?

Ans. Unit 1 of this course will expose participants to the basic use of subject verb agreement, punctuation, sentence structure, and paragraph writing. Unit 2 improves applicants' level of competency in answering questions on an extract which bear various levels of comprehension.

### 9) What will the English exam consist of?

Ans. There are 10 subject and verb questions, a comprehension passage and questions worth 10 marks and a 120—140 word essay on a given topic worth 20 marks. The essay is marked based on ideas and content, organization, word choice, sentence fluency and conventions.



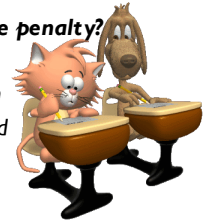
## Frequently Asked Questions cont'd!

### 10) If I were to fail, will I be allowed to retake the examination?

Ans. Applicants are allowed to take the exam once after they have failed providing that the necessary fees have been paid. If an applicant fails after the second attempt, he/she is required to enroll in the class again.

### 11) If caught cheating, what is the penalty?

Ans. Applicants caught cheating will be reported to the Ministry of Immigration and Citizenship and will only be allowed to reregister for both the course and exam after 12 months of the reported incident.



### 12) I am a former student of the T.C.I. Community College and I successfully completed the course T.C.I. Studies, am I exempted from taking the exam for my PRC/Naturalization?

Ans. Yes, once you have successfully completed the course with a passing grade of 'C' you will be exempted. However, you will be required to complete an application form, provide proof of ID and pay the required fee. An official transcript will be requested on your behalf and a verification form will be issued once approval is given from the registrar.

### 13) Who is required to take the English Proficiency course and exam?

Ans. All applicants whose native language is not English will be required to sit the English Proficiency Exam.

### 14) After taking the exam, what are the next steps?

Ans. After each exam, you will be given a receipt indicating that you sat the exam. You should take that receipt along with proof of identification to the college's secretary to collect your results. Results will be ready four business days after the exam. Successful candidates will be awarded with a verification form, which should be included as one of the required documents when applying for the Permanent Resident Certificate. Results will also be provided to the Ministry of Immigration & Citizenship. Results will not be given over the phone and will only be issued in person to applicants.