



# ACTT NOW

A Publication of the Accreditation Council of Trinidad and Tobago  
A Project of the Office of the Executive Director

## WHO WE ARE

The Accreditation Council of Trinidad and Tobago (ACTT) was established by Chapter 39:06 as the principal body in Trinidad and Tobago for conducting and advising on the accreditation and recognition of post secondary and tertiary education training institutions, programmes and awards, whether local and foreign and for the promotion of quality and standards for post secondary and tertiary education and training in Trinidad and Tobago.

## WHAT WE DO

- Conferment of Institutional Title
- Registration of Higher Education Institutions
- Accreditation of Higher Education Institutions
- Recognition of Foreign Programmes and Awards
- Programme Approval
- Equivalence Assessment
- Institutional Development

View Act 39:06 for our mandate, found on our website: [www.actt.org.tt](http://www.actt.org.tt)

## WHERE WE ARE LOCATED

### TRINIDAD

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### South Office:

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Tel/Fax: (868) 687-6112 or  
(868) 623-2500 Ext: 402

### TOBAGO

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# Executive Director's message

Quality assurance is the central component of ACTT's operations and this is demonstrated by our steadfast commitment to educational planning, monitoring and evaluating, student satisfaction and institutional change in Trinidad and Tobago. Significant activity such as documentation of best practices, organisation of workshops and the production of educational materials, takes place within government agencies involved in the delivery of higher education programmes. ACTT continues to spearhead activities that are fundamental to the development of Trinidad and Tobago's higher education sector. These activities are critical as we work towards achieving our vision of being the principal authority in Trinidad and Tobago for quality assurance and continuous improvement in higher education and a leader in innovation and best practice. In the past 6 months we have extended our reach through the opening of a new office in South Trinidad as well as re-commissioning our Tobago office and launching the first Tobago Student Caravan. In addition to this ACTT has recently awarded Institutional Accreditation to 2 higher education institutions, bringing the total number of accredited institutions in Trinidad and Tobago to five.

ACTT opened its South Outreach Office at #108 Independence Avenue, San Fernando, on Saturday April 28, 2012. The establishment of this office is in keeping with the objectives of ACTT's Community Outreach Initiatives to improve access to our services throughout Trinidad and Tobago.

ACTT re-commissioned its Tobago office and launched its Tobago Student Caravan at its new location on June 1, 2012 in the presence of the Minister of Science, Technology and Tertiary Education, Senator the Honourable Fazal Karim; Deputy Secretary of Education, Youth Affairs and Sport, Assemblyman Huey Cadette; Minority Leader, Tobago House of Assembly, Ashworth Jack; the Minister of Tobago Development, the Honourable Vernella Toppin; Minister in the Ministry of Finance, the Honourable Delmon Baker and representatives from the community. This office signifies ACTT's commitment to providing quality service to the people of Tobago ensuring that students and members of institutions in Tobago will not have to travel to Trinidad to access our services.

There have been many significant achievements for the first half of 2012. High on the list of those most important to ACTT is the granting of Institutional Accreditation to two higher education institutions operating in Trinidad and Tobago. ACTT conferred Institutional Accreditation on the Arthur Lok Jack Graduate School of Business (ALJGSB) on March 23, 2012. ALJGSB is the first business school and the fourth higher education institution upon which such an honour was bestowed. On May 21, 2012, the University of the



**Michael Bradshaw, Executive Director**

Southern Caribbean (USC) was also awarded Institutional Accreditation. USC is the first private and faith-based institution in Trinidad and Tobago and in the southern Caribbean to receive this status from a quality assurance agency.

The accomplishments of ACTT in the first six months of 2012 are in keeping with our commitment to improve quality in the local higher education sector. It is anticipated that these activities will encourage equity in access to higher education to both local and global citizens. It is my hope that with the support of ACTT, the higher education sector will continue to provide diverse educational options for all, including those who were previously unable to capitalise on education and training opportunities. This will ensure that there is balance in the training and re-training of citizens to build human resource capacity and drive the local economy, encouraging innovation and promoting effective decision-making processes.



# ACTT

The Accreditation Council  
of Trinidad and Tobago

Established by Chapter 39:06

*Quality is the Key*

# ACTT Launches its Tobago Student Caravan



Senator the Honourable Fazal Karim, Minister of Science Technology and Tertiary Education (MSTTE), attended a ribbon-cutting ceremony hosted by the Accreditation Council of Trinidad and Tobago (ACTT) on June 1st 2012 at the Tobago Technology Centre, to recommission its Tobago Office and launch its Tobago Student Caravan and Digital Map of Registered and Accredited Institutions.

In re-commissioning the office, Senator the Honourable Fazal Karim, stated that ACTT's office will benefit the people of Tobago by offering services in real time. He described ACTT's Tobago Student Caravan as integral in providing optimal service to youths, especially students preparing for the next step of higher education, and to other community-based organisations.

Mr Jaggernauth Soom, Permanent Secretary, MSTTE, stated that citizens would continue to have direct access to technical advice and expertise from ACTT. In addition, the office would facilitate more effective monitoring of institutions located in Tobago.

Several members of the Tobago House of Assembly were also present, including Councillor Huey Cadette, Assistant Secretary of Education, Youth Affairs and Sport who spoke on behalf of the Honourable Orville London, Chief Secretary, Tobago House of Assembly. Councillor Cadette stated that ACTT's Student Caravan would assist in meeting the needs of citizens in remote areas who may not have access to internet services and congratulated ACTT for its commitment to developing modern interfaces.

Mr Ashworth Jack, Minority Leader of the Tobago House of Assembly, congratulated the Accreditation Council for opening a permanent home in Tobago and reiterated the government's plan to decentralise services, ensuring that Tobago is an equal partner. He further urged students present to take advantage of ACTT's services before pursuing higher education.

Dr Michael Dowlath, Chairman, ACTT reconfirmed the organisation's dedication to Tobago and indicated that that the management and staff believe that equipping students with information on quality higher education will ensure that informed decisions are made when selecting a higher education institution and programme of study. Dr Dowlath also launched ACTT's Digital Map of Registered and Accredited institutions in Trinidad and Tobago and noted that this map, located on ACTT's website [www.actt.org.tt](http://www.actt.org.tt), identified ACTT's 70 registered and 5 accredited institutions located in the twin island Republic.



#### CAPTIONS:

1. Senator the Honourable, Minister Fazal Karim, Minister of Science, Technology and Tertiary Education joined dignitaries and students to officially launch ACTT's Tobago Student Caravan.
2. Jaggernauth Soom, Permanent Secretary, Ministry of Science, Technology and Tertiary Education delivered remarks on behalf of the Ministry of Science, Technology and Tertiary Education.
3. Mr Ashworth Jack, Minority Leader of the Tobago House of Assembly (right) and Councillor Huey Cadette, Assistant Secretary of Education, Youth Affairs and Sport (left) at the head table.
4. Michael Bradshaw, Executive Director, ACTT, introduces ACTT's Tobago Staff: Nikisha Daly- Assessment Officer, Shoma Rampersad-Clarke - Senior Operations Assistant, Warren Kirton - Office Assistant/Courier and Princess McIntosh - Trainee Clerical Assistant.
5. Signal Hill Alumni Choir performs a stirring rendition of Benjai's "Trini".



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# University of the Southern Caribbean attains ACTT Institutional Accredited Status



On Monday May 21, 2012, the Minister of Science, Technology and Tertiary Education, Senator the Honourable Fazal Kairim, presented the Certificate of Institutional Accreditation to the University of the Southern Caribbean (USC) in a formal ceremony held at the Ministry's headquarters at the International Waterfront Center, Wrightson Road, Port of Spain.

In his keynote address, Senator Karim spoke about the importance of accreditation and its benefits. He stated that "Accreditation is based on the principles of a quality management system." Further, he added that it "turns concerns into confidence" and "moves faith into the future". Senator Karim congratulated the President of USC, Dr. Clinton Valley, on the achievement of Institutional Accreditation and urged the university to produce graduates through teaching, learning and research, upon which the strengths of universities are built, to match the needs of our labour market.



TOP: Senator, the Honourable Fazal Karim, Minister of Science, Technology and Tertiary Education (MSTTE), and Dr Michael Dowlath, Chairman, ACTT, present the Certificate of Institutional Accreditation to Dr Clinton Valley, President, USC. Looking on from left to right, Michael Bradshaw, Executive Director, ACTT, Dr Kern Tobias, Chairman, USC, and Jaggernauth Soom, Permanent Secretary, MSTTE.

LEFT: Jaggernauth Soom, Permanent Secretary, MSTTE, Senator, the Honourable Fazal Karim, Minister of Science, Technology and Tertiary Education (MSTTE), Michael Bradshaw, Executive Director, ACTT, and Dr Clinton Valley, President, USC look on as Dr Michael Dowlath, Chairman, ACTT, signs the General Conditions of Institutional Accreditation and the Trademark Licence Agreement.

Other speakers at the event included Dr Michael Dowlath, Chairman, ACTT and Dr Clinton Valley, President, USC. In his opening remarks, Dr Dowlath commented on the historical significance of the occasion stating that USC is the fifth institution to be granted Institutional Accreditation by ACTT, and the first private and faith-based university in Trinidad and Tobago and the southern Caribbean to achieve this milestone.

In his remarks, Dr Clinton Valley stated that USC remains committed to providing for this country, the region and the graduates who make a significant, productive and qualitative difference to the environment wherever they live and work.

The Accreditation Council of Trinidad and Tobago congratulates the University of the Southern Caribbean and thanks them for serving as a model for quality in the local and regional higher education sector.



# Major Achievements of the Accreditation Council of Trinidad and Tobago (ACTT)

## WHO WE ARE

Established by Chapter 39:06, the Accreditation Council of Trinidad and Tobago (ACTT) is the principal body responsible for the quality assurance of post secondary and tertiary level institutions, programmes and awards.

## WHAT WE DO

- Registration of post secondary and tertiary level institutions
- Accreditation of institutions and programmes
- Recognition of transnational programmes and foreign awarding bodies and institutions
- Conferment of institutional titles
- Approval of Programmes

## 2012 AND BEYOND

- + Develop a National Qualification and Credit Framework (NQCF) for Trinidad and Tobago, which will facilitate the seamless movement of students throughout the education system
- + Host public consultation on the National Qualifications and Credit Framework (NQCF) for Trinidad and Tobago
- + Host our Annual Quality Assurance Month and Quality in Tertiary Education (QulTE) Awards
- + Launch our Journal on Quality Assurance in Higher Education
- + Enter into Memoranda of Understanding (MoU) with Professional Regulatory and Regional and International Accrediting Agencies including UK NARIC and QAA, MBTT, CAAM-HP (Medicine and Health Professions), CACET, Board of Engineering of Trinidad and Tobago (Engineering and Technology) and CETA (Faith-Based Training)
- + Host an International Conference in 2013 on Quality Assurance in Higher Education in collaboration with the Ministry of Science, Technology and Tertiary Education (MSTTE)

### WHAT ACTT HAS ACHIEVED

- Registered 81 local post secondary and tertiary level institutions
- Awarded Institutional Accreditation to 4 public higher education institutions and 1 private institution:
  - College of Science, Technology and Applied Arts of Trinidad and Tobago (COSTAATT),
  - The University of Trinidad and Tobago (UTT)
  - The University of the West Indies (UWI), St Augustine Campus
  - Arthur Lok Jack Graduate School of Business (ALJGSB)
  - University of the Southern Caribbean (USC)
- Recognised 440 transnational programmes and 18 foreign awarding bodies and institutions
- Approved 121 Local Programmes
- Conferred institutional titles on 13 local higher education institutions
- Launched ACTT's Student Caravan and Community Outreach Programme
- Signed a Memorandum of Understanding with the National Training Agency
- Published ACTT's Compendium of Registered, Accredited and Recognised Institutions, Awarding Bodies and Programmes
- Opened ACTT's South Outreach Office in San Fernando
- Hosted the 1st National Conference on Quality Assurance in Higher Education
- Launched ACTT's Digital Map of Registered and Accredited Post Secondary and Tertiary Level Institutions
- Introduced the Quality in Tertiary Education (QulTE) Awards
- The Re-commissioning of the Tobago Office
- Launch of the Tobago Student Caravan

### Photo Albums

#### ACTT and NTA sign Memorandum of Understanding

Front Row from L to R: Elphege Joseph, Chief Executive Officer, The National Training Agency (NTA), and Michael Bradshaw, Executive Director, The Accreditation Council of Trinidad and Tobago (ACTT) sign the Memorandum of Understanding. Looking on from R to L: Senator the Honourable, Fazal Karim, Minister of Science, Technology and Tertiary Education; Dr. Tim Gopeesingh; Minister of Education; and Ms Margaret Richardson, immediate past Permanent Secretary of the Ministry of Science, Technology and Tertiary Education



#### ACTT grants Institutional Accreditation to three (3) public higher education institutions

Senator the Honourable Fazal Karim, Minister of Science, Technology and Tertiary Education; Dr Michael Dowliath, Chairman, ACTT; Michael Bradshaw, Executive Director, ACTT congratulates, from L to R: David Moses, Deputy Registrar, UWI, St Augustine Campus; Professor Kenneth Ramchand, immediate past President, UTT; and Emmanuel E Gonsalves, Esq, President, COSTAATT





Photo Albums

### ACTT awards Institutional Accreditation to the Arthur Lok Jack Graduate School of Business (ALJGSB)

Senator, the Honourable Fazal Karim, Minister of Science, Technology and Tertiary Education and Dr Michael Dowlath, Chairman, ACTT, present the Certificate of Institutional Accreditation to Professor Miguel Carrillo, Executive Director, ALJGSB



Photo Albums

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### ACTT's Launch of the On-line Compendium of Registered, Accredited and Recognised Institutions, Awarding Bodies and Programmes

Dr Michael Dowlath, Chairman, ACTT, presents Senator, the Honourable Fazal Karim, Minister of Science, Technology and Tertiary Education, with a printed copy of the Compendium of Registered, Accredited and Recognised Institutions, Awarding Bodies and Programmes 2011-2012



### ACTT's Launch of the On-line Compendium of Registered, Accredited and Recognised Institutions, Awarding Bodies and Programmes

Senator, the Honourable Fazal Karim, Minister of Science, Technology and Tertiary Education, visits the ACTT website to view the online version of the Compendium



### ACTT opens South Outreach Office in San Fernando

Senator, the Honourable Fazal Karim, Minister of Science, Technology and Tertiary Education, and the Honourable Carolyn Seepersad-Bachan, Minister of Public Administration and Member of Parliament for San Fernando West, ask questions as Zellon Bethel, Senior Operations Assistant, South Outreach Office, advises a student of Naparima Boys' College on how to apply for a Statement on Recognition



### ACTT's Student Caravan and Outreach Programme

Dr Michael Dowlath, Chairman, ACTT, and Michael Bradshaw, Executive Director, ACTT, launch ACTT's Student Caravan at Iere High School in Siparia



### ACTT's Student Caravan visits Arima

Peter Thomas, Accreditation Officer, engages students at the Arima Roteract Symposium as they view and like ACTT's Facebook page



### Ministers visit ACTT's new Tobago office

Senator, the Honourable Fazal Karim, Minister of Science, Technology and Tertiary Education, and the Honourable Vernella Toppin, Minister of Tobago Development, visit ACTT's new office in Canaan, Tobago





# ACTT

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# ACTT Opens South Outreach Office in San Fernando

## and Launches its Digital Map of Registered/Accredited Higher Education Institutions



1

The Accreditation Council of Trinidad and Tobago (ACTT) opened its South Outreach Office, at #108 Independence Avenue San Fernando on Saturday April 28, 2012. This office brings ACTT services closer to the residents of South Trinidad from Icacos to Guayaguayare to Couva providing increased efficiency in meeting the needs of all stakeholders.

if we are to move Trinidad and Tobago forward.”

In his address Dr Dowlath underscored the point that “for far too long the residents of central and south Trinidad have had to journey to Port-of-Spain to conduct formal business or access state resources. He reiterated the view of the former speakers that the new office, conveniently located here in San Fernando, was an important step towards meeting the needs of the many young person’s striving to advance themselves through the acquisition of post secondary education and skills training.



2

Speaking at the opening were Senator the Honourable Fazal Karim, Minister of Science, Technology and Tertiary Education; the Honourable Carolyn Seepersad-Bachan, Minister of Public Administration and Member of Parliament for San Fernando West; Dr Michael Dowlath, Chairman, ACTT and Mr Michael Bradshaw, Executive Director, ACTT.

In addition to opening this office, ACTT also launched the Digital Map of Registered and Accredited Higher Education Institutions of Trinidad and Tobago. Utilising Google Earth, this map displays the location of and information on all ACTT’s registered and accredited institutions on an up-to-date virtual map of Trinidad and Tobago.



3

In addressing the guests at the ceremony, Senator Karim stated that the time has come to examine tertiary education institutions to ascertain whether they are supplying suitable candidates for the nation’s workforce. Minister Karim explained that the opening of this office would position ACTT closer to institutions and other stakeholders that are situated in South and Central regions of Trinidad. This will provide for wider coverage and greater efficiency to stakeholders residing in the southern parts of Trinidad.

### CAPTIONS:

1. Senator the Honourable Fazal Karim, Minister of Science, Technology and Tertiary Education.
2. The Honourable Carolyn Seepersad-Bachan, Minister of Public Administration and Member of Parliament for San Fernando West.
3. Dr Michael Dowlath, Chairman, ACTT.
4. Dr Bheshem Ramlal presents the Digital Map.
5. Dr Michael Dowlath, ACTT’s Chairman and Michael Bradshaw, Executive Director and members of ACTT’s Board of Directors discuss with , Senator the Honourable Fazal Karim, Minister of Science, Technology and Tertiary Education and The Honourable Carolyn Seepersad-Bachan, Member of Parliament and Minister of Public Administration, the importance of making ACTT’s Services more accessible to the public in the Conference Room at ACTT’s South Outreach Office located at 108 Independence Avenue, San Fernando.
6. The ribbon is cut to declare the South Outreach Office open.
7. Michael Bradshaw, ACTT’s Executive Director introduces the audience to ACTT employee Zellon Bethel, Senior Operations Assistant.

Minister Seepersad-Bachan, MP for San Fernando West, stated in her remarks, “it is important to recognise that this Office opens up so many opportunities for new institutions and new programmes to come to the southland and that by increasing the tertiary level participation rate to 60 percent by 2015, we will create the types of environment in which the native genius of our citizens is given further opportunity for creativity, innovation and critical thinking. There are absolutely imperative



4



5



6



7



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## Arthur Lok Jack Graduate School of Business attains ACTT Institutional Accredited Status



On Friday, March 23, 2012, Minister of Science, Technology and Tertiary Education, Senator the Honourable Fazal Karim attended a ceremony at which the Accreditation Council of Trinidad and Tobago (ACTT) conferred the status of Institutional Accreditation on Arthur Lok Jack Graduate School of Business held at the institution's main campus at Mt Hope.

Minister Karim stated that "this was historic as it was achieved in the country's 50th year of Independence and that the award is not only a testimony of the institution's quality but also of its international recognition as the premier business school of the Caribbean.

Minister Karim, a proud graduate of the formerly named Institute of Business, expressed his honour to be part of the business school, recalling notable graduates, as well as others such as Sidney Knox, Langston Roach, Dr Aleem Mohammed and Nazir Ahamad, who played an integral role in its establishment. Minister Karim called on the institute to consider establishing a Student Research Forum and suggested that those successful business persons/icons, for example Mr. Arthur Lok Jack, Mr Nazir Ahamad and Mr Anthony Sabga, be offered Associate Professorships at this prestigious business school.

Other speakers included Professor Miguel Carrillo, Executive Director, ALJGSB; Professor Clement Sankat, Pro-Vice Chancellor and Principal, The University of the West Indies, St. Augustine Campus; Dr Michael Dowlath, Chairman, ACTT; and Mr Arthur Lok Jack, after whom the school was re-named in 2005. Dr Dowlath commented that "though accredited status is voluntary it symbolises a commitment to continuous improvement, excellence and quality." He also called on the school to continue to produce world class graduates, equipped to contribute to the social and economic advancement of Trinidad and Tobago.



*TOP: Senator the Honourable Fazal Karim, Minister of Science, Technology and Tertiary Education (centre) looks on as Dr. Michael Dowlath, Chairman of ACTT presents Professor Miguel Carrillo, Executive Director, ALJGSB with the Certificate of Institutional Accreditation. Also in photo from left to right are Michael Bradshaw, Executive Director, ACTT; Arthur Lok Jack, Vice Chairman, Board of Directors, ALJGSB and Professor Clement Sankat, Chairman, Board of Directors, ALJGSB and Principal and Pro Vice Chancellor, UWI, St. Augustine Campus.*

*LEFT: Professor Miguel Carrillo, Executive Director of the Arthur Lok Jack Graduate School of Business (left) and Michael Bradshaw - Executive Director, ACTT (right) sign the official documents.*



  
**ARTHUR LOK JACK**  
GRADUATE SCHOOL OF BUSINESS  
*Innovatus Ars Ducendi*

The Accreditation Council of Trinidad and Tobago congratulates the Arthur Lok Jack Graduate School of Business on their achievement and thanks them for serving as a model of quality in the local and regional higher education sectors.

# ACTT Student CARAVAN



Belmont Boys Secondary School



Carapichaima Secondary School



Moruga Secondary School Career Fair



Naparima College Career Fair,



UTT Career Fair South Campus