

## OVERVIEW AND PURPOSE

The Accreditation Council of Trinidad and Tobago's (ACTT) 5th National Essay Competition will promote awareness of the importance of pursuing programmes at a quality assured higher education institution to ensure students earn recognised qualifications. Additionally, the Competition will highlight the benefits of quality assurance to the socio-economic development of Trinidad and Tobago. This initiative is expected to increase the visibility and profile of ACTT as the authority in higher education with respect to issues related to registration, accreditation and recognition.

## AUDIENCE

ACTT's 5th National Essay Competition targets students of:

- Forms 5 and 6 in all public and private secondary schools in Trinidad and Tobago
- Undergraduate programmes of all registered and accredited higher education institutions in Trinidad and Tobago

## GOALS

The competition will foster an appreciation for issues related to quality assurance in higher education and highlight the impact on and benefit to students, institutions, society and the economy.

## OBJECTIVES

- Promote awareness of ACTT's role and the benefits of its services
- Influence students in making informed decisions on higher education

To learn more about the essay competition and ACTT, please visit our website at [www.actt.org.tt](http://www.actt.org.tt).

### HEAD OFFICE

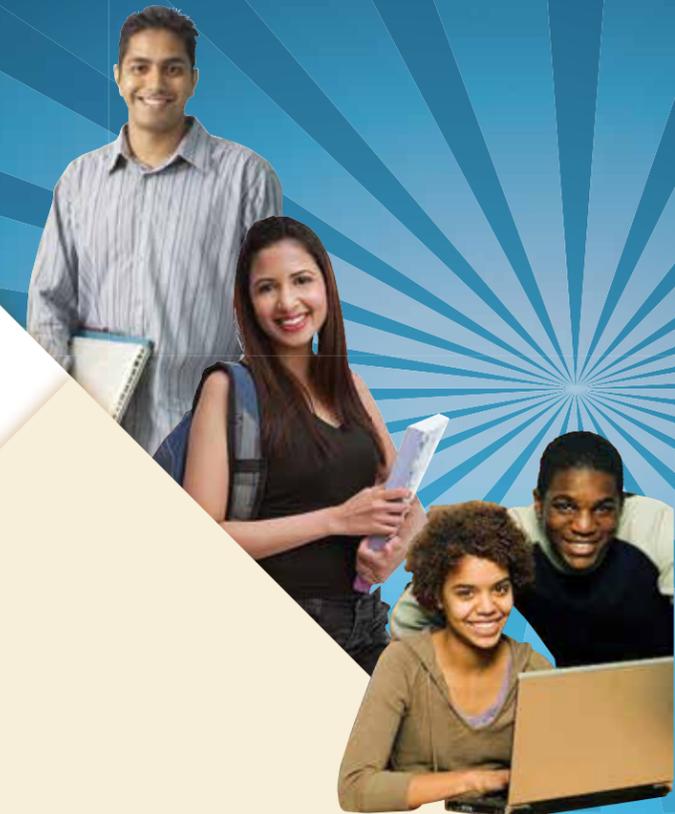
Ground Floor, Building B  
Pan American Life Plaza  
91-93 St Vincent Street, Port of Spain  
Tel: (868) 623-2500/5282  
Fax: (868) 624-5711  
E-mail: [info@actt.org.tt](mailto:info@actt.org.tt)

### SAN FERNANDO

South Outreach Office  
108 Independence Avenue  
Tel/Fax: (868) 652-0729 or  
(868) 623-2500 Ext: 402

### TOBAGO

Tobago Technology Centre  
79 Milford Road, Canaan  
Tel/Fax: (868) 639-1333 or  
(868) 623-2500 Ext: 302



The Accreditation Council of Trinidad and Tobago's

# 5TH NATIONAL Essay

COMPETITION 2015

### SPONSORS:



### CONTRIBUTOR:

ATLANTIC LNG

### INSTRUCTION MANUAL

OPEN TO SECONDARY SCHOOL STUDENTS (FORMS 5 AND 6)  
AND UNDERGRADUATE STUDENTS

## PRIZES

Prizes are as follows:

CATEGORY	Form 5 One (1) each	Form 6 One (1) each	Undergraduate One (1) each
1st Place	iPad Air (32Gb) and TT\$2,000 UTC shares	iPad Air (64Gb) and TT\$2,500 UTC shares	iPad Air (128Gb) and TT\$2,000 UTC shares
2nd Place	Kindle HDX (16Gb, 8.9") and TT\$1,500 UTC shares	Kindle HDX (32Gb, 8.9") and TT\$2,000 UTC shares	Kindle HDX (64Gb, 8.9") and TT\$2,500 UTC shares
3rd Place	TT\$1,500 UTC shares	TT\$2,000 UTC shares	TT\$2,500 UTC shares
SPECIAL PRIZES/ Honourable Mention	Book vouchers valued at TT\$800	Book vouchers valued at TT\$1,000	Book vouchers valued at TT\$1,500
SCHOOL PRIZE	TT\$5,000	TT\$5,000	

- Winners will receive a Certificate of Merit
- Winners will be published on the Council's website, in the daily newspapers and via other electronic media

## ELIGIBILITY

ACTT's 5th National Essay Competition is open to students at all secondary schools and registered or accredited tertiary level institutions in Trinidad and Tobago. The specific target groups within the schools and institutions are as follows:

### Secondary Schools

- Category A – Form 5
- Category B – Lower and Upper Forms 6

### Higher Education Institutions

- Category C – Undergraduate students

### Exemptions

Members of ACTT's Board of Directors, management and staff and their immediate family members are **INELIGIBLE** to participate.

## COMPETITION DETAILS

### Theme

The role of indigenous programmes in the development of society

### Timeline

- **Launch:** Monday, August 10, 2015
- **Submission Deadline:** Friday, October 02, 2015
- **Judges' Decision:** Wednesday, October 21, 2015

### Essay Topics

Participants will select and write an essay on **one** of the following topics:

#### CATEGORY A: SECONDARY STUDENTS (FORM 5)

1. In your own words, define the term 'indigenous programmes'. Critically discuss the following statement: "Indigenous programmes in Trinidad and Tobago are regarded as having the same quality, greater quality, or less quality than foreign-based programmes."
2. You are a Head Prefect charged with advising your peers on post secondary and tertiary education programmes in your country. Write a speech detailing how indigenous programmes may contribute to the development of skills, knowledge and attitudes that are important for the employment market in Trinidad and Tobago.

#### CATEGORY B: SECONDARY SCHOOL (FORM 6)

1. Given the thrust for locally developed programmes, what are the challenges for graduates of these programmes? How can these challenges be addressed?
2. You are an Open Scholarship winner who has chosen to attend a local institution. Your alma mater has asked you to address the Sixth Form classes about the reasons for your decision. Write a speech highlighting the socio-economic benefits of choosing a local institution as opposed to an international one.

#### CATEGORY C: UNDERGRADUATES

##### CASE STUDY

Scarlet Ibis University was established in 1869 as the sole provider of higher education programmes in St Ibis. Over time, the institution developed a reputation for development and delivery of high-quality locally developed programmes. These programmes were designed to meet the diversity of the local employment market. It was the first choice of both local and regional students.

Within the last twenty-five years, new higher education institutions began offering transnational programmes which also met the needs of the employment sector while widening access to post secondary and tertiary education. The Registrar's Department noted a decline in student enrolment in its locally developed programmes. The Marketing Manager suggested that the institution introduce an initiative to increase the enrolment in its programmes. The Marketing Committee has embarked on a plan to garner some directions.

Use the case of Scarlet Ibis University to respond to **one** of the questions below:

1. You are the Marketing Manager for Scarlet Ibis University. Make a proposal to your Board of Directors that outlines the benefits of the institution's programmes. Propose how these programmes can be marketed to the general public.
2. As a student, present your ideas to the Marketing Manager about the ways in which the University can encourage potential students to select a locally developed programme at Scarlet Ibis University.

**Entrants are advised that plagiarism will be grounds for immediate disqualification.**

## PREPARATION OF THE ESSAY

### REQUIREMENTS

- Standard British English must be used.
- Entries must be typewritten and formatted as specified in Submission Format.
- Students may quote from relevant texts/sources, but must credit with citations.
- Referencing must be aligned to APA 6th edition format.
- Work must be supported by relevant examples and/or illustrations.
- Essays must be original, creative and factual.
- Students must adhere to the scope of the topic chosen and information must be carefully researched.
- Ensure that the topic is adequately explored (develop arguments).

### SUBMISSION FORMAT

All submissions must be typed in the following format:

- Microsoft Word
- Font: Times New Roman, 12 pt
- Line spacing: Double
- Alignment: Left
- Referencing style: APA 6th ed. You may visit <http://www.apastyle.org/learn/tutorials/basics-tutorial.aspx> for guidelines.

**Deadline date for submissions: Friday, October 02, 2015 at 4:00 pm**

Word Limit (exclusive of reference list and footnotes)

- Category A – Form 5 students: 1000 to 1200 words
- Category B – Form 6 students: 1500 to 1700 words
- Category C – Undergraduate students: 2500 to 3500 words

### GUIDELINES FOR SUBMITTING AN ENTRY (APPLICABLE TO ALL CATEGORIES)

- Each essay must be submitted with a completed entry form. Names or other identifiable markings must not be written or printed on submissions, other than on the entry form.
- The electronic file must be saved with a filename in the format as follows: **Level\_Question\_Student Name**. For example: *Category B\_Question 2\_John Doe*.
- One response to each question in any category will be accepted from an individual.
- Submissions should be:
  - i. emailed to [essaycompetition@actt.org.tt](mailto:essaycompetition@actt.org.tt) OR
  - ii. submitted on CD or USB Drive which must be secured in an envelope addressed to **ACTT's Essay Competition, 2015** and delivered to any one of ACTT's offices:
    - o Ground Floor, Building B, Pan American Life Plaza, #91-93 St Vincent Street, Port of Spain, Trinidad
    - o #108 Independence Avenue, San Fernando, Trinidad
    - o #79 Milford Road, Canaan, Tobago
- Essays must be submitted to ACTT no later than **4:00 pm on Friday October 02, 2015**.

**Essays will become the property of The Accreditation Council of Trinidad and Tobago. Winning entries and those of honourable mention may be placed on ACTT's website and winners will be highlighted in ACTT's promotional material.**

### JUDGING

Staff of ACTT will code the entry forms and the essays received. After coding, entry forms will be removed to allow for anonymity of entrants in grading. A panel of distinguished judges from the education sector will conduct the grading of essays. This panel will select the top three (3) essays in each category. In addition, one (1) submission in each category may be awarded a special prize for honourable mention.

### NOTES

- The judges reserve the right NOT to award prizes in any of the categories if entries do not meet the criteria.
- Judges may interview finalists before a final decision is made.
- Decisions of ACTT's judges are final.
- The rubric can be found on ACTT's website.

Students must demonstrate the following:

- Knowledge and understanding of quality assurance in tertiary education
- Knowledge and understanding of the ACTT's quality assurance services
- Originality
- Evidence of research
- Creativity
- Academic discussion/discourse/argument