SAINT LUCIA

# APPLICATION FOR CERTIFICATE OF RECOGNITION OF CARIBBEAN COMMUNITY SKILLS QUALIFICATION

PHOTO

Surname: Given Name(s):

Nationality: Sex:

Place of Birth: Date of Birth (dd/mm/yy):

Marital Status: Passport No.:

Contact Phone Nos.: Email address:

Home Address (in St. Lucia):

Occupation/Profession:

**NON-NATIONALS:**

Are you residing in St Lucia at present? Yes ☐ No ☐ If yes, are you currently employed? Yes ☐ No ☐

What is your current field of employment? _____

If not yet employed, do you have employment prospects? Yes ☐ No ☐

In what field of employment is this new prospective job? _____

**SAINT LUCIA NATIONALS ONLY:**

Do you have employment prospects in another CARICOM State? Yes ☐ No ☐

In what field of employment is this new prospective job? _____

**ACCOMPANYING DEPENDENTS**

| *Name* | *Relation* | *Date of Birth (dd/mm/yy)* | *Country of Birth* |
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**QUALIFICATION INFORMATION**

Highest Level of Academic Qualifications (BA, MA, PhD, etc.):

_____

Other Qualifications (Diploma, Technical Certificates, Professional Qualifications etc.)

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**NB: Artistes, Musicians, Sports Persons and Media Workers** will be required to provide documentation from the relevant authorities attesting to their profession/occupation.

**APPLICATION FORMS MUST BE ACCOMPANIED BY THE FOLLOWING ORIGINAL DOCUMENTS AND CORRESPONDING COPIES OF EACH:**

1. Completed application form
2. Two (2) Passport-size Photographs
3. Passport (original and copy)
4. Birth Certificate (original and copy)
5. Marriage Certificate (if married) (original)
6. Police Certificate of Character (from country of birth and country of residence, if different) for applicant and adult dependents, if accompanying
7. University Certificate(s). **ALL educational certificates are to be certified as being a true copy of the original by the Ministry of Education – Saint Lucia. In addition** to being certified **a verification letter MUST** also be submitted for all educational certificates. This letter is to be issued by the **Human Resource Development Department of the Ministry of Education – Saint Lucia.**

**APPLICANT WITH DEPENDENTS (NON-NATIONALS)**

8. Passport of dependent (s) (original)
9. Birth Certificate of dependent (s) (original)
10. Marriage Certificate (original)
11. Police Certificate of Character (if dependent is older than eighteen (18))

**PLEASE NOTE:**

- ***All original documents (except Police Certificate of Character) will be returned to applicants once processing is complete.***
- ***Applicants already in possession of a Skills Certificate from their home country must present the original certificate and a copy, along with number 1, 2, and 3.***
- ***Cost of CARICOM Skills Certificate is EC$200.00 and must be paid on receipt of certificate.***
- ***Processing time is approximately four (4) to six (6) weeks.***

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*Signature of Applicant* *Date of Application*

***For official use only***

**OFFICIAL REMARKS:** _____

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**SKILLS CATEGORY:** _____

☐ *Approved* ☐ *Not Approved*

*Reason:* _____