

MINISTRY OF EDUCATION

Office of the Permanent Secretary

**CIRCULAR MEMORANDUM**

File No. E: 19/1/15

Circular Memorandum No. 1 of 2019

**FROM** : Permanent Secretary  
Ministry of Education

**TO** : School Supervisors III  
Principals – Secondary Schools

**DATE** : 2<sup>nd</sup> January, 2019

**SUBJECT** : **Reissue of Circular Memorandum No. 8 of 2018**  
**Review of the Criteria for the Selection and Ranking of National**  
**Scholars to include New Caribbean Advanced Proficiency**  
**Examination (CAPE) Subjects from the 2017/2018 Academic Year**  
**(Amended)**

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This Circular Memorandum replaces Circular Memorandum No. 8 of 2018 to provide clarification on the criteria for the selection and ranking of national scholars.

Principals are kindly requested to note the following criteria used to determine eligibility for the award of National Scholarships based on student performance at the Caribbean Advanced Proficiency Examination (CAPE) from the 2017/2018 academic year. These criteria incorporate the nine (9) new subjects offered by the Caribbean Examinations Council (CXC) at the CAPE level into the existing cognate groupings, namely Performing Arts, Physical Education and Sports, Agricultural Science, Entrepreneurship, Logistics and Supply Chain Operations, Financial Services, Animation and Game Design, Tourism and Digital Media. These subjects are incorporated either as part of Group A (core) or as Group B subjects. (A summary of cognate groupings by subjects is listed in the **Appendix**).

### Eligibility Criteria

- i. A candidate must be a citizen of Trinidad and Tobago and must be able to provide proof of citizenship of Trinidad and Tobago;
- ii. A candidate must attain Grades I or II in at least eight (8) subject Units, over a period not exceeding two (2) consecutive years in Form 6;
- iii. The eight (8) Units must comprise Caribbean Studies, Communication Studies and six (6) Units of Groups A and B as specified in the attached Appendix. Both Units of each subject are required for the specific cognate groupings: Business Studies, Creative and Performance Studies, Environmental Studies, Humanities, Information and Communication Technology Studies, Language Studies, Mathematics, Natural Sciences, and Technical Studies;
- iv. Only students who do not qualify for consideration in any of the above nine (9) cognate groupings will be considered for the General Studies grouping;
- v. At least five (5) of the Units from Groups A and B must be at Grade I;
- vi. Variations to (ii) and (v) above may be considered for the award of scholarships in the cognate groupings Creative and Performance Studies, Information and Communication Technology Studies and Technical Studies.

**Principals are asked to note that the above criteria specify minimum requirements for consideration for the award of scholarships.**

Principals are further advised that students are ranked within each cognate group on the basis of grades, followed by grade profiles and T-scores, if required. Based on this ranking and the performance of students in the year of the examination, the benchmark (cut off) for the award of scholarships in each cognate grouping is determined. (See Ranking Criteria attached.)

Please be guided accordingly.



**John Roopchan**  
**Chief Education Officer (Ag.)**  
**/s/ Permanent Secretary**  
**Ministry of Education**

<b>Information and Communication Technology Studies</b>	<ul style="list-style-type: none"> <li>• Computer Science</li> <li>• Information Technology</li> </ul> <p><b>Both compulsory</b></p>	Any <b>third</b> subject	<ul style="list-style-type: none"> <li>• Caribbean Studies</li> <li>• Communication Studies</li> </ul> <p><b>Both Compulsory</b></p>
<b>Language Studies</b>	<ul style="list-style-type: none"> <li>• French</li> <li>• Spanish</li> <li>• Literatures in English</li> </ul> <p><b>Any 2 compulsory</b></p>	Any <b>third</b> subject	<ul style="list-style-type: none"> <li>• Caribbean Studies</li> <li>• Communication Studies</li> </ul> <p><b>Both compulsory</b></p>
<b>Mathematics</b>	<ul style="list-style-type: none"> <li>• Applied Mathematics</li> <li>• Pure Mathematics</li> </ul> <p><b>Both compulsory</b></p>	Any <b>third</b> subject	<ul style="list-style-type: none"> <li>• Caribbean Studies</li> <li>• Communication Studies</li> </ul> <p><b>Both compulsory</b></p>
<b>Natural Sciences</b>	<ul style="list-style-type: none"> <li>• Physics</li> <li>• Chemistry</li> <li>• Biology</li> </ul> <p><b>Any 2 compulsory</b></p>	Any <b>third</b> subject	<ul style="list-style-type: none"> <li>• Caribbean Studies</li> <li>• Communication Studies</li> </ul> <p><b>Both compulsory</b></p>
<b>Technical Studies</b>	<ul style="list-style-type: none"> <li>• Electrical and Electronic Technology with Physics</li> <li>• Building and Mechanical Engineering Drawing with Physics</li> <li>• Food &amp; Nutrition with Chemistry</li> <li>• Agricultural Science with Biology</li> </ul> <p><b>Any group above compulsory</b></p>	Any <b>third</b> subject	<ul style="list-style-type: none"> <li>• Caribbean Studies</li> <li>• Communication Studies</li> </ul> <p><b>Both Compulsory</b></p>

\* Denotes new subject

Summary Of Cognate Groupings By Subjects

Cognate Groupings	Group A (Cognate Subjects)	Group B	Group C
<b>Business Studies</b>	<ul style="list-style-type: none"> <li>• Accounting</li> <li>• Management of Business</li> <li>• Economics</li> </ul> <p style="text-align: center;"><b>Any 2 compulsory</b></p>	Any <b>third</b> subject	<ul style="list-style-type: none"> <li>• Caribbean Studies</li> <li>• Communication Studies</li> </ul> <p style="text-align: center;"><b>Both compulsory</b></p>
<b>Creative and Performance Studies</b>	<ul style="list-style-type: none"> <li>• Art &amp; Design</li> <li>• <b>Performing Arts*</b></li> <li>• <b>Physical Education and Sports *</b></li> </ul> <p style="text-align: center;"><b>Any one above compulsory</b></p>	Any other <b>two</b> subject	<ul style="list-style-type: none"> <li>• Caribbean Studies</li> <li>• Communication Studies</li> </ul> <p style="text-align: center;"><b>Both Compulsory</b></p>
<b>Environmental Studies</b>	<ul style="list-style-type: none"> <li>• Environmental Science with Geography OR Agricultural Science *</li> </ul>	Any <b>third</b> subject	<ul style="list-style-type: none"> <li>• Caribbean Studies</li> <li>• Communication Studies</li> </ul> <p style="text-align: center;"><b>Both compulsory</b></p>
<b>General/Overall Studies</b>		Any <b>three</b> subjects	<ul style="list-style-type: none"> <li>• Caribbean Studies</li> <li>• Communication Studies</li> </ul> <p style="text-align: center;"><b>Both Compulsory</b></p>
<b>Modern Studies /Humanities</b>	<ul style="list-style-type: none"> <li>• Literatures in English</li> <li>• History</li> <li>• Geography</li> <li>• Sociology</li> <li>• Law</li> </ul> <p style="text-align: center;"><b>Any 2 compulsory</b></p>	Any <b>third</b> subject	<ul style="list-style-type: none"> <li>• Caribbean Studies</li> <li>• Communication Studies</li> </ul> <p style="text-align: center;"><b>Both compulsory</b></p>

**Ranking Criteria for the President's Medals / Overall Top Performers at the  
Caribbean Advanced Proficiency Examination (CAPE)**

The top performers at CAPE will be selected from the eligible candidates who will be ranked in order, using the criteria that follow:

1. **Excellence:** Students who have attained Grade I in the EIGHT Units, including Caribbean Studies and Communication Studies. Both Units of any given subject will be considered;
2. **Module Performance:** As a tie-breaker is required, Module performance in the eight Units will be examined;
3. **T-Scores:** The total of T-scores, for the Units considered, will be used to resolve further ties.