

	Time	Session	Facilitators	Venue	Groups
September 2, 2019	9:00 a.m. – 12:00 p.m.	Registration and Payment of fees	Mrs. V. Ollivierre and Bursary office	Villa Campus	Hospitality and Agriculture
	1:00 p.m. – 3:00 p.m.	Registration and Payment of fees	Mrs. V. Ollivierre and Bursary office	Villa Campus	Architecture Building Construction and Mechanical Engineering Technology
September 3, 2019	9:00 a.m. – 12:00 p.m.	Registration and Payment of fees	Mrs. V. Ollivierre and Bursary office	Villa Campus	Business Studies: Sales and Marketing Business Studies: Accounting Entrepreneurship and Small Business Management Office Administration
	1:00 p.m. – 3:00 p.m.	Registration and Payment of fees	Mrs. V. Ollivierre	Villa Campus	Information and Communication Technology

	Time	Session	Facilitators	Venue	Groups
September 4, 2019					Computer and Electronics Technology
	9:00 a.m. – 12:00 p.m.	Registration and payment of fees	Mrs. V. Ollivierre and Bursary office	Villa Campus	Automotive Repairs Technology Refrigeration and Air Conditioning Technology Electrical Engineering Technology
September 5, 2019	9:00 a.m– 11:00 a.m	Rules and Regulations Time Management	Registry & Counselling Departments	Lecture Theatre 2, Villa Campus	Dep. of Hospitality & Agriculture, Dep. of Business & General Studies
	1:00 p.m– 3:00 p.m	Rules and Regulations Time Management	Registry & Counselling Departments	Lecture Theatre 2, Villa Campus	Department of Engineering

	Time	Session	Facilitators	Venue	Groups
September 6, 2019	9:00 a.m.	Welcome Assembly – All staff required to be present	Mr. O. Bowens	Division of Technical and Vocational Education Assembly area	ALL
	9:30 a.m. – 11 a.m.	Programme Orientations and Advisory Meetings and Campus Tours	Programme Coordinators, Lecturers, HODs, Final Year Students	Refrigeration Lab & Room 118 Room 113 Room 100 Room 101 Room 104 Room 103	Refrigeration and Air Conditioning Technology (both groups) Automotive Repairs Technology (both groups) Agricultural Science and Entrepreneurship Travel and Tourism Hospitality Studies Culinary Arts

				Room 110	Business Studies: Accounting
				Room 114	Business Studies: Sales and Marketing
				Room 108	Mechanical Engineering Tech.
				Room 109	Entrepreneurship and Small Business Management
				Room 117	Electrical Engineering Technology
				Computer Lab 3	Information and Communication Technology
				Computer Lab 4	Computer and Electronics Technology
				ABC Workshop	Architecture & Building Construction Technology
11 – 11:30 a.m.	Library Orientation	S. Toussaint		Room 114	Business Studies: Accounting & Sales and Marketing
				Library	Engineering Certificate Programmes

11:30 – 12 p.m.	Library Orientation	S. Toussaint	Room 114 DTVE Library	ESBM; Agricultural Science and Entrepreneurship Hospitality Studies
1:00: - 1:30 p.m.	Library Orientation	S. Toussaint	DTVE Library Room 114	Travel and Tourism; Culinary Arts Engineering Associate Degree Programmes