FAQs

FREQUENTLY ASKED QUESTIONS

1. What is the role of the Scholarships and Advanced Training Division (SATD)?

The Ministry of Public Administration (Scholarships and Advanced Training Division) is a Public Agency with responsibility for the administration of all scholarships offered to citizens of the Republic of Trinidad and Tobago for the purpose of building the human resource capacity of the country.

2. What are the services provided by the SATD?

The key services offered by the SATD include:-
- Processing the award of scholarships to citizens.
- Disseminating information on policies to scholars and applicants of scholarships.
- Monitoring and evaluating the academic progress of scholars to ensure that they are enrolled, carrying the required course load and meeting the academic standards.
- Facilitating the placement of scholars to ensure the completion of their obligatory service.
- Ensuring the recovery of monies spent on scholarships in the case of defaulting scholars
- Serving as the Secretariat of the Scholarship Selection Committee.
- Partnering with universities and other academic institutions of learning and international organisations to decide on suitable training programmes to decrease or eliminate the national skills gap.

3. What is 'SATIS'?

SATIS is an abbreviation for the Scholarships and Advanced Training Information System.

4. What is SATIS about?

SATIS is an Automated Information Management System which was designed to improve the Division's service delivery and enhance its communication with Scholars.It was designed and built based on consultation with Scholars and other key stakeholders together with a review of all the Division's processes, procedures and policy.

5. How will SATIS benefit Scholars?

- Convenience of logging onto SATIS anywhere and anytime, instead of visiting the SATD.
- Faster access to your documents and other information You can view your documents at any time.
- Ability to submit your request for services electronically

6.
- Ability to submit necessary documents electronically.

How can I create my Account and Scholar Profile on SATIS?

- As a scholarship recipient or applicant for a scholarship you must visit the scholarship website at www.scholarships.gov.tt and review the Notice or Advertisement for the Scholarship.
- You must then click on the *URL link* provided in the Notice or Advertisement which will direct you to the SATIS login page.
- To create your SATIS Account and Scholar Profile click on the *"new applicant"* tab to proceed with creating your Account and your Scholar Profile.
- If you cannot complete the form, you must save the form and login at any time in the future to complete You do not need to create a new application.
- Future logins are simple. All you need to do is go to our website at www.scholarships.gov.tt and click on the *SATIS login* tab, enter your email address and password, in order to access your Account and your Scholar Profile.

7.

How can I learn more about SATIS?

For more information, please visit our website at www.scholarships.gov.tt. We have included detailed instructions to assist our clients in accessing our services via SATIS.

8.

Where can I get help with using / accessing SATIS?

For SATIS support you can contact the SATD at 623-4724/8578 or 625-6724 at any time between the hours of 8 a.m. to 4.15 p.m. Monday to Thursday and 8 a.m. to 4 p.m. on Fridays or email us @ scholarshipenquiries@mpa.gov.tt

9.

Will I be able to give feedback/ suggestions that will assist in improving the services of the SATD?

Yes, the SATD is always open and willing to receive feedback from our scholars and other stakeholders which will assist us in enhancing the quality of service that we provide. Our feedback form is available online @ www.

WELCOME TO

SATIS

The Scholarships and Advanced Training Information System (SATIS), is an automated management information system that provides automated scholarship services which are reliable, efficient and timely to our scholars and stakeholders.

We have leveraged on technologies, engaged in partnerships with both local and international affiliates and streamlined our business processes to develop SATIS.

The change from a manual system to an electronic system significantly improved the quality of services that we provide.

This Brochure provides you with information on SATIS.

IMPROVING YOUR
SCHOLARSHIP EXPERIENCE!

SATD

SATIS

CONTACT US

Any questions related to the use of SATIS, please contact the Scholarships and Advanced Training Division at :

Tel: 625-6724 / 4724
Ext: 2097 • 2070 • 2064 • 2093
Trainee Support: 2029 • 2024 • 2027 • 2215
Email: Scholarshipenquiries@mpa.gov.tt

www.scholarships.gov.tt

SCHOLARSHIPS AND ADVANCED TRAINING INFORMATION SYSTEM