

# Bursaries & Scholarships – Terms & Conditions

## Terms & Conditions:

1. Any recipient of an Edward James Foundation scholarship or bursary award who is deemed to be in breach of the Student Code of Conduct and attendance, or who withdraws from study without a valid reason as accepted by the College, or who fails to meet the report submission deadlines may be liable to reimburse the full value of the scholarship or bursary, and/or have their funding withdrawn.
2. The recipient must accept the scholarship or bursary offer by returning a signed copy of the Scholarship/Bursary Acceptance Form as indicated in the offer letter.
3. The recipient agrees to keep the Edward James Foundation bursary award confidential from fellow students. Failure to do so may lead to its withdrawal. This condition does not apply to the Scholarship awards.
4. The recipient agrees to inform the College immediately should he/she receive any additional tuition fee funding from other sources, including any provisional offers.
5. In the event that the recipient is successful in achieving tuition fee funding from other sources, the Grants Committee reserves the right to adjust the bursary if the total amount achieved exceeds the full tuition fees.
6. The recipient agrees to write a thank you letter and any progress reports for donors, using an existing template and to agreed deadlines, as required. The recipient will be informed by the College in writing of the report requirements and deadlines. Failure to meet a deadline may result in the withdrawal of funding.
7. The recipient agrees to support the College in reasonable promotional and/or marketing purposes or any other events where the recipient can make a positive contribution towards College life during the academic year including, for example, participation in a maximum of three College or external promotional events, providing quotations for marketing and promotional purposes and assistance with recruiting prospective students. Any activities will be discussed and mutually agreed between the recipient and the College at the beginning of the academic year or when the need for student support arises.
8. The recipient agrees to take part in promotional activities supporting the diploma and degree programmes for two years after completion of the course. The College may ask recipients to feature in press stories or to give up to a maximum of two talks or presentations in their home country. The costs for any promotional activities initiated by the College will be covered by the College.
9. The recipient agrees to submit two progress reports to the College annually by December and June on his/her employment status and on any particular successes in his/her field for the duration of two years after completion of the course. These reports will be shared with the funders.
10. The College will deduct awarded scholarships<sup>(\*)</sup> and bursaries from the tuition fees and will specify in the offer letter the amount that will be deducted from the Summer term, Spring term and/or Autumn term fees. Scholarships and Bursaries will ordinarily be deducted from the Summer term tuition fees, with any remaining funds to be subsequently deducted from the Spring term and finally the Autumn term if applicable.
11. By accepting this award the recipient declares that he/she has provided all relevant information to the College. Such information includes details of any criminal conviction or ongoing legal proceedings, or particular matters that may harm the reputation of the College and which would cause the College to reconsider the offer. The recipient also declares that no other application has been refused by another educational institution on such grounds.
12. The College reserves the right to amend the above terms and conditions at any time.

(\*) Different conditions apply for the Leche Trust Scholarship and the Skinners' Atwell Bursary.