

## Scholarship Terms and Conditions - Automatically

### Assessed Academic Excellence Scholarships 2023/24

These terms and conditions apply to scholarships ("**Scholarships**") awarded by the University of Bradford (the '**University**') to its students studying on undergraduate and postgraduate taught courses ("**Courses**"). Students who are in receipt of a Scholarship, or who have been notified of the award of a Scholarship by the University, are referred to as "**Scholars**".

Additional terms and conditions for specific Scholarships, either notified to the relevant Scholar in writing, or specified on the University's website, will also apply to the Scholarships ("**Additional Terms**"). The Additional Terms, together with the terms and conditions set out here, are called the "**Scholarship Terms**".

#### **1. Interpretation**

The following provisions shall apply to the interpretation of the Scholarship Terms.

- 1.1. Capitalised terms shall have the meaning given to them in the Scholarship Terms.
- 1.2. Any reference to the singular includes the plural and vice versa.
- 1.3. Any words following the terms "including", "include", "in particular", "for example" or any similar expression shall be construed as illustrative and shall not limit the sense of the words, description, definition, phrase or term preceding those terms.

#### **2. The Scholarship**

- 2.1. The Scholarship is subject to the Scholar fulfilling any conditions of admission to the Course and maintaining their eligibility for the Scholarship for the duration of the Course.
- 2.2. A Scholarship assessment will include relevant qualifications provided to the Admissions team as part of the Course application process (for example, Level 3 qualifications for entry to an undergraduate degree programme). This includes qualifications verified by UCAS. Should any qualifications be missing, re-graded or re-taken following enrolment a student can contact the Fees & Finance team. Scholarship re-assessments following enrolment cannot be guaranteed and are at the discretion of the Fees and Finance Team.
- 2.3. Where a 'Low Participation Area' criteria is included, the University uses POLAR data as determined by the Office for Students. The Scholarship assessment will be based on the postcode of a Scholar's UK home address at the point of application to study on a Course at the University. Where POLAR data is missing the University cannot use any other proxy data or alternative classification system. The POLAR quintile used by the University varies between Scholarship cohorts (i.e. POLAR3 and POLAR4). Please see the Scholarship webpages for further information.
- 2.4. The Scholarship will cover the Course fees and/or costs of the Scholar related to the Course as notified by the University in writing to the Scholar or as stated on the relevant page on the University's website.
- 2.5. Scholars who are awarded more than one Scholarship from the University may not combine these, unless the University confirms otherwise in writing.

- Where more than one Scholarship is made in the form of a fee waiver, only the largest fee amount waived will apply.
- 2.6. The Scholarship is non-transferable and cannot be exchanged for cash if offered as a fee waiver or applied in any manner other than as notified by the University to the Scholar in writing.
  - 2.7. The University may terminate the Scholarship under the circumstances set out in the Scholarship Terms and the Scholar's right to the Scholarship shall end on the circumstances set out in the Scholarship Terms, unless the University notifies the Scholar otherwise in writing.
  - 2.8. Any delay or failure of the University to terminate the Scholarship is not a waiver of the University's right. If the University waives any right under the Scholarship Terms, this will not be a waiver of that right in the future.
  - 2.9. The University may require the Scholar to repay the Scholarship (including any amount of the Course fees that have been waived) in the event of fraud or serious academic misconduct as set out in the Scholarship Terms, or in the event of the Scholar submitting false information in their application for the Scholarship.
  - 2.10. The Scholar will promptly inform the University of any changes in their circumstances, if significant, that may affect their eligibility for the Scholarship or their study on the Course for example suspension of studies. The University may terminate the Scholarship in the event that it determines the Scholar is no longer eligible to receive the Scholarship.
  - 2.11. The Scholar will inform the University of any other scholarships, bursaries or financial assistance they receive in relation to their study on the Course. The University may reduce or terminate the Scholarship in the event that the Scholar is in receipt of alternative funding for their study (other than loans or financing obtained on a commercial basis).
  - 2.12. The offer of the Scholarship will terminate in the event that the Scholar does not take their place on the Course for the relevant year.
  - 2.13. If a Scholar withdraws from the university within 1 month of receiving a scholarship payment, they will be required to repay that payment. Please contact the Fees and Financial Support if you require more information.
  - 2.14. A Scholar will not be eligible for a scholarship during an academic year if they are not paying a full-time tuition fee e.g. during a placement year or repeating study

### **3. The Course**

- 3.1. If the Scholarship is awarded to the Scholar on basis of their application to a particular course which the Scholar wishes to register for, then the Scholarship may not be transferred to different Course, unless this is agreed with the Fees & Finance Team and if applicable, the donor.
- 3.2. The Scholar may transfer to another Course in accordance with the University's Ordinances and Regulations and its usual policies and processes (together the "University's Regulations"). The Scholarship will terminate automatically on such transfer if 3.1 applies.
- 3.3. The Scholar may withdraw from the Course in accordance with the University's Regulations and the Scholarship will terminate automatically on the Scholar's withdrawal. Where the Scholarship is made as a full waiver of

Scholar's Course fees, the Scholar will not be liable for any Course fees on withdrawal. Where the Scholarship is a partial waiver of the Course fees, the Scholar will remain liable to pay the remainder of the Course fees according to the University's Regulations.

- 3.4. The Scholar may suspend their study on the Course in accordance with the University's Regulations, unless additional terms apply as confirmed to the student in writing. The Scholarship shall be suspended for the appropriate period, in the event that the Scholar is deemed to be withdrawn from the Course, the Scholarship will terminate.
- 3.5. Students withdrawn at an Award Board who are subsequently allowed to transfer to another programme of study will be considered as repeating for scholarship purposes.
- 3.6. Students withdrawn, who subsequently return to study will be classed as continuing for scholarship purposes, unless they have had a break of at least 2 years of inactive study
- 3.7. The Scholar is expected to maintain their attendance and engagement in-line with University standards. Failure to meet the minimum attendance threshold for the course may result in the termination of the scholarship.
- 3.8. The Scholar will not be entitled to the Scholarship if they defer their entry onto the Course until the next intake and the Scholarship will terminate automatically on such deferment.

#### **4. Monitoring**

- 4.1. The Scholarship is subject to the Scholar's satisfactory academic performance, progression and conduct.
- 4.2. A Scholar's progress is reviewed at the end of each academic year. A Scholar must achieve a minimum average percentage from 120 credits (excluding non-credit bearing modules) to be considered for a continuing award. The minimum average percentage varies between scholarships and is stipulated on each scholarship webpage. The progression criteria for a scholarship is assessed separately to academic assessment. Information regarding a continuing scholarship award will be taken at the point a student progresses to the next stage of their course. Deferred and Referred modules undertaken in the following year will not be considered.
- 4.3. The University may terminate the Scholarship by notice in writing:
  - 4.3.1. if the Scholar does not show satisfactory academic performance on the Course;
  - 4.3.2. if the Scholar has consistently poor attendance on the Course;
  - 4.3.3. In the event of the Scholar's exclusion from the Course as a result of a finding of academic misconduct. The University may also (acting reasonably) require repayment of the Scholarship, including the amount of any waived Course fees; or
  - 4.3.4. in the event of a finding of academic misconduct by the Scholar which results in a sanction other than exclusion, including relating to enrolment, attendance, assessment or conduct.
- 4.4. The University's decision to terminate the Scholarship or require repayment of the Scholarship may be deferred in the event that the Scholar appeals any finding of academic misconduct.

- 4.5. The Scholar acknowledges that they are required to act as a representative of the University. The Scholar must not do anything to bring (or which may reasonably bring) the University, its employees or its students into disrepute or which may negatively affect the University's reputation. This includes making rude, untrue or derogatory comments about the University, its employees, students or partners on social media.
- 4.6. Where a change in fee status occurs during the course the student may no longer be eligible for their original award. Students would be considered for eligibility under their new fee status for any scholarships.

## **5. Marketing**

- 5.1. On the reasonable request of the University, the Scholar will attend internal and external events as a representative of the University to promote and market the Scholarship, the Course and the University.
- 5.2. We may use information collected regarding scholars in our University marketing activities; however, students' names and other personal information will not be given out without permission from the student, via an email request from us.
- 5.3. All scholars agree to allow us to share certain data (name, course, student ID number etc. as required) with other parties within the university.
- 5.4. The University reserves the right to make reasonable changes to these terms and conditions at any time and will advise valid scholars if this occurs, as and when required.

## **6. Data Protection**

- 6.1. The personal data provided by the Scholar will be held and used in accordance with the General Data Protection Regulation and the Data Protection Act 2018 (the Data Protection laws). The purpose for processing the personal data will be for the purpose of administering the Scholarship, as well as for the University's business, administrative and statutory activities.
- 6.2. In the case of administering the Scholarship, the legal basis for processing is because it is necessary for the performance of these terms and conditions. Subsequent processing may be in accordance with the University's official authority, legal obligations or legitimate interests.
- 6.3. The arrangements between the University and the individuals and organisations that have contributed funding to its scholarships and bursaries may require the University to provide the Scholar's personal data to those individuals and organisations. The University will use its reasonable endeavours to inform the Scholar of this in advance and will do so in accordance with the Data Protection laws.
- 6.4. Information relating to Scholarships is retained in accordance to the University's Retention and Disposal Policy. This sets out the length of time that all the University's records are retained.
- 6.5. For full information in relation to their rights and other data protection matters, Scholars are advised to refer to the University's [data protection webpages](#).

## **7. Termination**

- 7.1. If a Scholarship is terminated, the Scholar must repay to the University any part of the Scholarship that has been paid in advance and which relates to the Course after the date of termination.

## **8. Miscellaneous**

- 8.1. The Scholar will comply with the University's Regulations.
- 8.2. Nothing in the Scholarship Terms affects the Scholar's rights under the University's Regulations, including in relation to any complaint or appeal. The decision of the University to award the Scholarship, or its termination or expiry is not subject to appeal.
- 8.3. In the event of a conflict between the Scholarship Terms and the University's Regulations, the University's Regulations will prevail. In the event of conflict between these terms and conditions and any Additional Terms, the Additional Terms will prevail.
- 8.4. The University may make reasonable changes to the Scholarship Terms by notice in writing to the Scholar.
- 8.5. The Scholarship Terms are governed by English law and any disputes in relation to Scholarship shall be subject to the jurisdiction of the English Courts.