

Terms and Conditions of Scholarship/Bursary 2019-20 entry

We recommend that you read these Terms and Conditions carefully. If you have any questions or require further information about scholarships or bursaries, including your contract, please contact the Scholarships Co-ordinator by email (scholarships@gold.ac.uk) or phone (+44 (0)20 7717 2506).

Definitions

To help you understand some of the important terms set out below, we have set out what some of the key words mean in this document:

‘Award’ - refers to the award of a scholarship, bursary or fee waiver.

‘CAS’ - means Confirmation of Acceptance of Studies. This is an electronic document issued by Goldsmiths to enable an International Student to apply for a Tier 4 visa if required.

‘Enrolment’ - is the process when you officially become a student with us. During the enrolment process you will be asked to agree to accept all of the rules and regulations set by us. Enrolment takes place online initially, then in person at the start of term.

‘International Student’ - generally means any student who requires a visa or similar permission to live in the UK (regardless of tuition fee status). Some International Students qualify for Home/EU tuition fee rates, and some are classified as international for tuition fee purposes.

‘International Student’ in this document and your student contract usually relates to your visa status in the UK. If you don’t need a visa to live and study in the UK, but you have to pay fees at the international rate, you are not subject to the extra terms relating to International Students.

‘Offer’ - means the formal offer to you of a place on a programme, subject to the terms and conditions set out in this document and governed by the student contract.

‘Programme’ - means a course of study offered by us to which the terms and conditions in this document apply.

‘we/us/our’ - means Goldsmiths, University of London.

‘you/your’ - means a prospective or enrolled student of Goldsmiths.

‘Scholarship’ - award of money towards fee payment or maintenance based on academic excellence

‘Bursary’ - award of money towards fee payment or maintenance based on need

‘Fee waiver’ - Award that allows waiving of all or part of the fees due for a Programme or a fee due for Goldsmiths provided accommodation. Students are liable to pay any remaining fees.

1. Application, eligibility and decisions

1.1. Eligibility criteria for Awards are stated on the relevant funding webpages and may be amended from time to time. You must meet these criteria in order to be considered for an Award but meeting them does not guarantee that a scholarship, bursary or fee waiver will be awarded. Awards are granted on a competitive basis, all aspects of the

scholarship/bursary and programme application are taken into account when making a decision.

1.2. If you apply for an Award then you are accepting these terms and conditions and if we confirm that you will receive an Award from us that will also be subject to these terms and conditions

1.3. Applications should be submitted by the deadline stated on the relevant webpage, there is no guarantee that we will be able to consider applications submitted after the deadline. Deadlines will not be extended due to delays in processing an Offer on a Programme of study.

1.4. Awards are only available to applicants to Goldsmiths Programmes who meet the specific eligibility criteria for that Award. Current students are not eligible to apply for an Award for the Programme they are currently studying.

1.5. Awards are made by the Scholarships and Bursaries Panel and all decisions are final. Goldsmiths will not accept any appeals in respect of the decisions made by the Panel although you are able to re-apply for an Award in future years providing you have not started your studies with us.

1.6. You will not be awarded more than one centrally administrated Award. If you apply and are successful for more than one Award you will normally only receive the Award with the highest value. For the Goldsmiths Alumni and Excellence fee waivers - these fee discounts are applied automatically for eligible applicants whether or not the student has been awarded a scholarship or bursary. It is only possible to be awarded one of these fee waivers.

2. Visas and immigration

2.1. A List of all International Student Award recipients will be sent to the Immigration Advisory Service (IAS) to assist with processing of CAS requests where applicable

2.2. We will normally list Award amounts on your CAS statement if applicable and students are advised to let the IAS know if they have been offered an Award when completing their CAS request form (this form is sent to you automatically around 3 months before your Programme starts).

2.3. If an Award is listed on your CAS statement you will not be required to provide further documents when applying for a visa. You should speak to the IAS if you are unsure about the impact of your Award on your visa application (immigration@gold.ac.uk)

3. Changes to your application or programme of study made by you

3.1. All Awards, when awarded, are for the next academic year and will not be deferred to later years of entry. If you already hold an Offer for deferred entry you should apply in the year you intend to start the Programme.

3.2. If you defer your studies after receiving confirmation of an Award then you would no longer be eligible for it and would need to reapply before starting your studies at a later date.

3.3. If you change your Programme of study prior to or following Enrolment it is not guaranteed that you will still be eligible for the Award as it might be specific to a Programme or department. You should check with the Scholarships Co-ordinator prior to making any changes to your Programme to ensure you can continue to receive the Award.

3.4. If you withdraw from a Programme or decline to study a Programme prior to Enrolment you will not receive the Award.

3.5. If you choose to withdraw part way through a Programme of study, then the Award will be stopped. For partial Fee Waivers the waiver will be calculated on a pro-rata basis for the part of the Programme completed. For all other Award types, payments will stop

immediately and any Award already received for a period of time when you will not be continuing your studies may be refundable to us.

3.6. For the purposes of paragraphs 3.4 and 3.5 this means whether or not you decide to withdraw or change Programmes, or whether we have to withdraw you for other reasons such as failure to pay tuition fees or insufficient academic progress.

3.7. If you are awarded an accommodation fee waiver and interrupt your studies it may not be possible to return to university accommodation when restarting, particularly if this is part way through the academic year when there may not be a room available.

4. Changes to programmes of study made by Goldsmiths

4.1. If we are unable to run the Programme of study for which you hold an Offer and an appropriate alternative Programme of study can be identified, then you may still receive the Award for study on the new Programme at our discretion.

4.2. Where an appropriate alternative Programme of study cannot be identified or where you do not wish to accept a place on an alternative Programme, the Award may not be payable.

4.3. If you decide to defer your studies because we have withdrawn a Programme we may allow you to carry the Award over. We will let you know in writing if this is the case.

5. Payment of award and conditions

5.1. Where the Award includes a partial fee waiver, you will be responsible for paying the part of your fees not covered by the Award and payments must be made in accordance with the relevant tuition fee regulations.

5.2. If, before being notified that you are eligible for an Award, you have already paid the full Programme fees then you will receive a refund once you have fully enrolled onto your Programme.

5.3. Awards will not be paid or credited towards your tuition fee account if application until you have completed Enrolment and this includes: an identify check, presentation of your academic qualifications and presentation of your visa to study in the UK if applicable.

5.4. It is not possible to exchange Fee Waivers or Fee Bursaries for a cash sum of any value.

5.5. You may be required to engage with publicity and promotional activities as a condition of your receipt of an Award. If such activities are required, we will notify you in writing when confirming your Award and it is a key requirement for you to take part in agreed activities if you are in receipt of certain Awards.

6. Additional costs

6.1. The Award is only for the amount specified when you receive confirmation of your Award eligibility from us. The Award is only for the amount specified and additional funds will not be provided for any additional Programme costs under this scheme.

6.2. The Award only covers the length of time stated on the webpage at the point you apply for an Award (and will be confirmed in writing to you at a later date).

6.3. The Award may not last the duration of your Programme, for example some Awards are for one year only and if you are studying for more than one year this means you will not receive any Awards in subsequent years of study under this scheme.

7. Data protection

7.1. We will hold information about you and this may include data that is known as personal data or special category data under the General Data Protection Regulations. We will use the information from your Programme and Award application:

- a. to process your Award application, to collect feedback and to send you information about us and our events, such as open days; and
 - b. if your application is successful then we will also use the information we hold about you to administer your Award, to check your continuing Enrolment on the programme, to collect feedback and for management activities such as strategic planning, statistical analysis, equal opportunities monitoring and maintaining our IT systems.
- 7.2. Any special category data will be handled and stored in accordance with relevant data protection principles and legislation.
- 7.3. You can refer to the student Privacy Notice for more information available at gold.ac.uk/data-protection/privacynotices/students
- 7.4. In the event that there is a change to the way we use your personal data we will update the Privacy Notice on our webpages. We consider that it has been brought to your attention upon publication on our website. We encourage you to keep up to date by taking the time to review the Privacy Notice occasionally throughout your studies.