

# SCHOLARSHIP POLICY

This policy and procedural document aims to clarify the purpose, eligibility and conditions for undergraduate Scholarship awards available to new students at the Roots IVY International College (RIIC).

The Scholarships aim to provide financial support to entrants with high levels of academic achievement who come from backgrounds of low residual household income (RHI) or from areas of low participation in HE. These awards are offered as part of our commitment to fair access in line with our Equality & Diversity Policy.

A number of key criteria make certain courses and individuals eligible for the following awards, which are subject to availability of funds:

- ♣ Need Scholarship
- ♣ Merit Scholarship
- ♣ Sports Scholarship
- ♣ Sibling Scholarship

## Eligibility for an Award

The numbers of scholarships available are limited and scholarship applications are entertained on *first come first served* basis. To be eligible for any one of the awards, the student should assess his/her eligibility on the following criteria before starting the application:

- ♣ Need-based Scholarship – the student's previous academic record should be promising, and
  - ♣ The earning member of the family does not have the resources to afford the tuition fee, or
  - ♣ The demise of the earning member of the family during the student's course of study at the college
- ♣ Merit-based Scholarship – this award is dependent on student's previous academic record:
  - ♣ of high-school, i.e. local or international schooling certificates (A-Levels or Intermediate), or
  - ♣ of undergraduate degree at RCCI, i.e. if during study, the student manages to score a distinction in *exam-based modules* only, a quarter of the tuition fee will be waived off for the subsequent degree-year. The scholarship amount will be proportional to the number of distinctions achieved in exam-based assessments.
- ♣ Sports-based Scholarship – the student should be an *active* member of a district or national level sports.
- ♣ Sibling-based Scholarship – for more than one sibling in the college system, the second and any subsequent sibling would be eligible for a fee waiver.

## Applications

An application form needs to be filled and submitted with relevant supporting documents in order to process the request:

- ♣ Need-based scholarship – in addition to academic credentials, financial documents (such as bank statement) detailing the income and expenses of the student's family should be submitted. In the second case, death certificate should be furnished. Before the final decision is taken, an interview with the parents/sponsor might be scheduled.
- ♣ Merit-based Scholarship – Academic documents detailing student achievements and previous qualifications' certificates should be provided. Where applicable, references can also be sought by the college to make the final decision.
- ♣ Sports-based Scholarship – certificates or evidence pertaining to involvement in any sporting activity, especially at district or national level, should be presented with academic achievements.
- ♣ Sibling-based Scholarship – the siblings should have an honourable academic record and submit their previous academic achievements with the NADRAB-Form.

## Payment of Awards

Students can only receive the award as a tuition fee waiver; cash award is not applicable. If the discounted tuition fee becomes overdue, the college retains the right to withdraw any further scholarship. All scholarships are subject to proof of proficiency.

Scholarship Type	Percentage Award
Needs Scholarship	Up to 50%
Sports Scholarship	UP to 40%
Sibling Scholarship	15% for 2nd & 3rd sibling
Merit Scholarship	15% to 100% dependent on defined criteria

## Defined Criteria for Merit Scholarship

Results Attained in High-School	Scholarship Award
3 A's in A-Levels	50%
2 A's in A-Levels	25%
2 B's in A-Levels	10%
90% in Intermediate	50%
80% in Intermediate	30%
Results Achieved in Degree Year	Scholarship Award
4 Distinctions	100%
3 Distinctions & 1 Merit	75%
2 Distinctions & 2 Merits	60%
2 Distinctions & at least 2 Credits	50%
1 Distinction & at least 3 Credits	25%
3 Merits & 1 Credit	15%

## Duration and Continuation of Award

The following principles apply to all Scholarships:

- Students will not receive any Scholarship award for periods of study (e.g. repeated years) for which awards have already been made.
- Student withdrawal from study ends all Scholarship awards from the date of formal withdrawal.
- Students who have suspended their studies will remain eligible for the remainder of the award upon return to full time study, providing they continue to satisfy eligibility and progression criteria.
- Scholarship may be withheld on account of any disciplinary or attendance issues and inconsistencies.

Achievement and Achievement Plus Scholarships are awarded for three years of study, providing successful progression to the next stage of study has been made with an average mark of 60 (overall Merit) or above achieved in the previous year of study.

- Where an Achievement or Achievement Plus Scholarship is suspended following an average mark below 60 in the first year of study it may be reinstated for the final year of study, providing an average mark of 60 or above is achieved in the second year.

Any student providing the University with false information for the purpose of gaining funding they are not entitled to will render themselves unfitted for support. No further financial awards will be made, and any awards already held will be rescinded.

## **Appeals**

Any student who believes (s)he has been unfairly excluded from an award (or part of it) has the right to appeal. Appeals must be made during the relevant academic year. Awards cannot be backdated to previous years of study.

## **Responsibilities**

The College Principal has overall responsibility within the campus for the implementation of this policy.

Management of the various elements of the awarded Scholarships resides with appropriate departments across the University.

## **Scope of this Policy**

This document refers explicitly to arrangements for Scholarships awarded to those entering the University in