

Terms and Conditions for Undergraduate Scholarships

1 Degree and General Regulations

- 1.1 A University scholarship holder (hereby known as a scholar) will be registered at the University as an undergraduate student for a Degree under the relevant University degree regulations and the General Regulations of the University, and to abide by the following University regulations:
- 1.1.1 [Student Charter and Regulations for Students](#);
 - 1.1.2 [Academic Regulations](#); and
 - 1.1.3 [General Regulation V.3: Academic Discipline](#)
- 1.2 Any scholar deemed by the appropriate University committee to be in breach of these disciplinary regulations will forfeit the right to the continuation of their scholarship. This matter will not be subject to separate appeal, though the decision to withdraw the scholarship may be deferred pending the outcome of any appeal made against the disciplinary issue in question.

2 Agreement

- 2.1 All scholars will be required to agree to these Terms and Conditions. Scholars are required to sign a copy of these Terms and Conditions and return them to the Scholarships Unit at the University of Kent; they are advised to keep a copy of these Terms and Conditions for their records.
- 2.2 The scholarship offer will specify the start date of the scholarship, the amount of the scholarship and the method and frequency of payment

3 Length of Scholarship

- 3.1 A scholarship will normally be tenable for one year in the first instance, renewable annually for a maximum of three or four years for full-time scholars, or six years for a part time scholar, subject to satisfactory progress and continued registration as a student of the University.
- 3.2 The maximum tenure of the scholarship will depend on the length of the first degree programme for which the scholar is registered.

4 Transfer from Full-time to Part-time Registration

- 4.1 A scholar who transfers from full-time to part-time registration will cease to be eligible to hold the scholarship unless special provision is made for it to continue.

5 Breaks from Study

5.1 Intermission

5.1.1 Intermission from registration will only be granted in cases of exceptional circumstances. During the period of intermission, scholarship payments will be suspended.

5.1.2 Applications for intermission should be made in advance and require the support of the Director of Learning & Teaching and approval from the Head of Department.

5.2 Illness

5.2.1 Periods of illness for a continuous period of 2 weeks or more should be reported to their academic advisor and the Director of Learning & Teaching. During periods of certified illness, scholars may be paid at the full rate of their scholarship for the first 8 weeks within any 12 month period. After 8 weeks the scholarship will be suspended until the scholar resumes full-time study. Scholarship payments will resume upon re-registration and will be reviewed and continued as set out in point 6 below. In no circumstances will payments exceed the initial value of the award.

5.2.2 Should a period of illness exceed 4 weeks, scholars are advised to request a period of intermission.

6 Monitoring

6.1 The University takes seriously its commitment to the continued academic success of its scholars. Despite academic preparedness, the transition from school to university can be challenging. All scholars are thereby required to meet with their academic advisors termly in year one and annually thereafter.

6.2 At the end of the first year of study for which the scholarship was awarded, the academic advisor in conjunction with the Director of Learning and Teaching must recommend whether or not the scholar should be permitted the scholarship for a subsequent year of study. Should the progress report confirm adequate progress as defined below, the scholarship will be renewed for the following academic year. If the report is unsatisfactory, the Director of Learning and Teaching should recognise either:

6.2.1 that the scholarship be renewed for a further limited period (e.g. three months) after which the scholar's progress will again be reviewed to determine whether or not the scholarship may be renewed for the remainder of the academic year, or

6.2.2 that the scholarship be terminated.

6.3 Definition of academic progress:

- 6.3.1 Continuation of a scholarship for Academic Excellence is subject to a scholar remaining in good academic standing such that they are making Good Academic Progress as defined:

Students must proceed at each stage to the subsequent year of their programme of study at the first attempt with minimum performance level of a 2.1 (Upper Second Class) as notified to the Scholarships Unit by the Academic School Administrator in accordance with the decision process described in section 6.2.

- 6.3.2 Continuation of scholarships for scholars in receipt of other scholarships is subject to a scholar remaining in satisfactory academic standing such that they are making Satisfactory Academic Progress as defined:

Students must proceed at each stage to the subsequent year of their programme of study at the first attempt without trailing any failed modules.

- 6.4 A scholar's progress will be reviewed at the end of the second year and subsequent year(s) of registration to determine whether or not the scholarship will be renewed for the following year. This process will be repeated at the end of the third year for those scholars registered on four year degree courses.

7 Responsibilities

- 7.1 Scholars must satisfy these terms and conditions and any other such conditions that may form part of their award. Scholars are expected to be actively engaged in both the academic community of the University as well as the sponsoring community of the award such as sports or music. In addition, scholars are expected to act as ambassadors for the University, to participate in studies and focus groups and to be featured in University publications and press releases. These activities shall be reasonable and not interfere with the academic studies and commitments of the scholar.

8 Termination of Scholarship

- 8.1 The University will terminate a scholarship when progress or performance is deemed to be unsatisfactory. Scholars should therefore inform their academic advisor and the Director of Learning and Teaching of any problems or difficulties at the earliest opportunity. Similarly, lecturers should assist in identifying problems so that a scholar's progress is not impeded.
- 8.2 The University will terminate a scholarship for any scholar who ceases to be a registered student of the University of Kent, for whatever reason.
- 8.3 If a scholarship is terminated prematurely for any reason, a scholar must repay to the University any monies overpaid from the date of the termination of the scholarship.

- 8.4 If a scholar is permitted to reduce the period of registration and the scholar's period of registration finishes before the scholarship is due to finish, the scholarship will be terminated on the date of the completion of registration.
- 8.5 If a scholar takes up full-time employment whilst in receipt of a scholarship, the scholarship will be terminated as of the first day of employment.

9 Dispensation

The Board for Learning and Teaching may, if it considers it appropriate, dispense a student from any of the requirements of these terms and conditions.

I accept the offer of a University of Kent Scholarship and I agree to abide by the Terms and Conditions as set out above:

Name (PLEASE PRINT): _____

Signature: _____

Date: _____