Royal Holloway Academic Excellence Competitive Scholarships
Terms and Conditions 2018-19

1. Scope
This document outlines the terms and conditions of the Royal Holloway Competitive Scholarships (henceforth “scholarships”) i.e. scholarships funded by Royal Holloway, University of London (henceforth “College”) or external organisations and/or individual donors where awardees are selected on the basis of a competitive application process managed by the Directorate of Marketing and Communications.

For the academic year 2018-19 these scholarships include:

<table>
<thead>
<tr>
<th>Undergraduate scholarships</th>
<th>Postgraduate scholarships</th>
</tr>
</thead>
<tbody>
<tr>
<td>Article 26 Scholarship</td>
<td>Bedford Society Scholarships</td>
</tr>
<tr>
<td>Global Scholarship Programme</td>
<td>American Foundation of RHBNC International Excellence</td>
</tr>
<tr>
<td>Future Leaders Scholarships</td>
<td>Manju Mehrotra Scholarship</td>
</tr>
<tr>
<td>Santander International Excellence Scholarships</td>
<td>Global Community Awards</td>
</tr>
<tr>
<td>Reed Innovation Scholarship</td>
<td>Royal Holloway Principal's Masters Scholarship</td>
</tr>
<tr>
<td>Paul &amp; Pamela Layzell Engineering</td>
<td></td>
</tr>
<tr>
<td>International Excellence Scholarships</td>
<td></td>
</tr>
<tr>
<td>Waterford Kamhlaba UWCSA Excellence Scholarship</td>
<td></td>
</tr>
<tr>
<td>Royal Holloway and Errington Scholarship</td>
<td></td>
</tr>
<tr>
<td>Royal Holloway Engineering Excellence Scholarships</td>
<td></td>
</tr>
</tbody>
</table>

Note that students in receipt of externally-funded scholarships or College scholarships originating with gifts or endowments from individuals/trustees are bound by the specific terms and conditions of those scholarships in precedence to general terms and conditions. Where applicable, details of scholarship-specific terms and condition are provided below.

The scholarship holder cannot be in receipt of more than one Royal Holloway scholarship, unless it is specifically stated in the terms and conditions that two specific scholarships can be held at the same time by the same person; the scholarship awardee will be able to hold a Royal Holloway scholarship along with an external award only if the value of both awards combined does not exceed the recipient’s tuition-fee liability. This clause only applies to scholarships that are offered as tuition fees waivers and does not relate to any cash awards.

2. List of undergraduate scholarships and scholarship-specific Terms and Conditions

2.1 Article 26 Scholarship
Royal Holloway is proud to work in partnership with the Helena Kennedy Foundation’s Article 26 project to promote access to Higher Education for students who have fled persecution and sought asylum in the UK. One scholarship is available each year to new eligible undergraduates in any subject.

2.1.1 Eligibility
To be considered for the Article 26 scholarship, students must:

- Be an asylum seeker, the child of an asylum seeker or hold Discretionary Leave to Remain
- Be ineligible to obtain funding from the Student Loan Company (tuition fee loans or maintenance loans)
Hold an offer to study an undergraduate programme at Royal Holloway
Submit a completed scholarship application form by the deadline

Applicants must be able to provide evidence that they have sought asylum on arrival in the UK and that their asylum application is under consideration by the Home Office. Students who have refugee status are not eligible for this scholarship.

The above applies unless:

- A student becomes eligible to receive funding from the Student Loan Company (either tuition fee loan or maintenance loan). In these circumstances, they must inform the university immediately and the award will cease from the start of the next academic year, when they would be expected to apply for student finance instead.

2.1.2 Allocation
In addition to submitting a complete application form by the relevant deadline, a strong scholarship statement, positive referee's supporting statement and good interview are also required. Before starting their application, students are encouraged to read the Application Guidelines.

2.1.3 Payment
The scholarship is offered as a full tuition fee waiver available over three years of study at Royal Holloway. Students on a three year undergraduate degree who choose to spend their second year abroad will have any tuition fees owing to Royal Holloway waived by this scholarship. However, no additional cash award will be made in these circumstances.

Students on a four year undergraduate degree who spend their 3rd year on a study abroad placement will not receive any scholarship funding for that 3rd year. However, for the 4th year of the undergraduate degree, the full tuition fee waiver will apply.

2.2 Future Leaders Scholarships

Three scholarships are available, one per Faculty, for new undergraduate students with Home/EU fee status who have the potential to be one of the leaders of the next generation.

2.2.1 Eligibility
These scholarships are open to new undergraduate students with Home/EU fee status, with minimum expected or final grades at GCE A-level of AAA or equivalent and a strong scholarship statement. The strength of a candidate's previous academic background will be considered where final grades are not yet available. This will be assessed via the documents submitted as part of their degree programme application. Successful candidates will demonstrate outstanding leadership skills and these will be assessed via the scholarship statement.

2.2.2 Allocation
Students must submit a complete scholarship application form by the deadline, specified annually. The strength of a candidate's previous academic background will also be considered. This will be assessed via the documents submitted as part of their degree application. Before starting their application, students are encouraged to read the Application Guidelines.

2.2.3 Payment
These scholarships are available as tuition fee waivers equivalent to the full annual Home/EU tuition fee over the first three years of study at Royal Holloway, unless a student spends a year abroad or on an industrial placement. In such cases, the tuition fee waiver will be applied in year 4 instead of year 3.
For students on a four year programme with no industrial placement or a five year programme with an industrial placement, the scholarship will be paid in the first three years of the degree programme only. In order to be eligible to receive this scholarship after year 1, an average academic grade of at least 60 per cent is normally required each year.
2.3 **Reed Innovation Scholarship**

One scholarship is available to new undergraduates, studying any subject, to celebrate and reward a student who is able to demonstrate outstanding and creative problem solving skills. This scholarship is sponsored by Sir Alec Reed.

2.3.1 **Eligibility**

Open to all Home, EU and international new undergraduate students, with minimum expected or final grades at GCE A-level of AAA or equivalent and a strong scholarship statement.

2.3.2 **Allocation**

Students must submit a complete scholarship application form by the deadline, specified annually. The strength of a candidate’s previous academic background will also be considered. This will be assessed via the documents submitted as part of their degree application. Before starting their application, students are encouraged to read the Application Guidelines. Successful candidates will demonstrate outstanding innovation and creative problem solving skills. These will be assessed via the scholarship statement which must include details of three ideas the student admires of other entrepreneurs and three ideas of their own. The ideas might be inspired by, but are not restricted to, some of the following themes:

- Solving an artistic, scientific or technical problem in a new or unusual way
- A unique and distinctive solution to a problem faced by your school/college, club or community
- Creating a new group, organisation, institution or product that meets an important need.

Shortlisted applicants may be invited to interview by Sir Alec Reed for final decision-making on the scholarship award. Interviews will be conducted via Skype if the candidate is unable to travel to London.

2.3.3 **Payment**

These scholarships are offered as a cash award of £10,000 paid in the first year of a Royal Holloway degree. The award is paid in three instalments and will be paid into the successful student’s bank account at the end of each academic term in December, March and June.

2.4 **Paul & Pamela Layzell Engineering Excellence Scholarship**

This scholarship is open to new Electronic Engineering undergraduate students who have the potential to excel in their academic studies at Royal Holloway. One scholarship is available to a new undergraduate eligible student who has an offer to study at Royal Holloway.

2.4.1 **Eligibility**

This scholarship is open to new UK, EU or international undergraduate students applying for one of the following programmes:

- MEng Electronic Engineering
- MEng Electronic Engineering with a year in industry
- BEng Electronic Engineering
- BEng Electronic Engineering with a year in industry

and who have minimum expected or final grades at GCE A-level of AAA or equivalent and a strong scholarship statement.

The strength of a candidate’s previous academic background will be considered where final grades are not yet available. This will be assessed via the documents submitted as part of their degree programme application.

2.4.2 **Allocation**
Students must submit a completed scholarship application form by the deadline, specified annually, which includes writing a scholarship statement. The strength of the statement will be considered alongside a candidate’s previous academic background which will be assessed via the documents submitted as part of their degree application. Before starting their application, students are encouraged to read the Application Guidelines.

2.4.3 Payment
This scholarship is available as a tuition fee waiver of £3,500 in the first year of one of the named Electronic Engineering programmes.

2.5 Royal Holloway Engineering Excellence Scholarship

Three scholarships are available for new Electronic Engineering undergraduate students who have the potential to excel in their academic studies at Royal Holloway.

2.5.1 Eligibility
These scholarships are open to new UK, EU or international undergraduate students applying for one of the following programmes:
- MEng Electronic Engineering
- MEng Electronic Engineering with a year in industry
- BEng Electronic Engineering
- BEng Electronic Engineering with a year in industry
and who have minimum expected or final grades at GCE A-level of AAA or equivalent and a strong scholarship statement. The strength of a candidate’s previous academic background will be considered where final grades are not yet available. This will be assessed via the documents submitted as part of their degree programme application.

2.5.2 Allocation
Students must submit a completed scholarship application form by the deadline, specified annually, which includes writing a scholarship statement. The strength of the statement will be considered alongside a candidate’s previous academic background which will be assessed via the documents submitted as part of their degree application. Before starting their application, students are encouraged to read the Application Guidelines.

2.5.3 Payment
These scholarships are available as a tuition fee waiver of £3,500 in the first year of one of the named Electronic Engineering programmes.

2.6 Global Scholarship Programme

Incorporating the Royal Holloway Digicom Scholarship – for scholars from Turkey

Royal Holloway is one of the UK's most international universities; we value diversity and our community is strengthened by it. In recognition of the importance we place on international diversity at our university, Royal Holloway, University of London, has launched its Global Scholarships Programme.

In keeping with the university’s academic ambitions, the scholarships are for students who stand out for their academic achievement to date, and for whom the opportunity to study abroad will help to inspire them to greater success and civic contribution.

2.6.1 Eligibility
Open to new undergraduate students with international fee status and normally with minimum grades at GCE A-level of ABB or equivalent and a strong scholarship statement. Students must have been recommended for the award by their school counsellor or teacher.

2.6.2 Allocation
School counsellors or teachers must submit their nominations (maximum 2 for India and Turkey; maximum 4 for Hong Kong) by email no later than 1 March 2018, to allow the applicants to meet the application deadline. Students must submit a complete scholarship application form by the deadline of 19 March 2018. The strength of a candidate’s previous academic background will also be considered. This will be assessed via the documents submitted as part of their degree application.

2.6.3 Payment
These scholarships are available as tuition fee waivers (£5,000 for India and Turkey, £2,000 for Hong Kong) offered each year over the first three years of study at Royal Holloway, unless a student spends a year abroad or on an industrial placement. In such cases, the tuition fee waiver will be applied in year 4 instead of year 3. For students on a four year programme with no industrial placement or a five year programme with an industrial placement, the scholarship will be paid in the first three years of the degree programme only. In order to be eligible to receive this scholarship after year 1, an average academic grade of at least 60 per cent is required each year.

2.7 Santander International Excellence Scholarship
Four scholarships will be awarded to new undergraduate students who reside in one of the following countries: Argentina, Brazil, Chile, China, Colombia, Ghana, Mexico, Puerto Rico, Russia, Singapore, United Arab Emirates, Uruguay, USA or Qatar.

2.7.1 Eligibility
These scholarships are open to new undergraduate students with international fee status and an offer to study at Royal Holloway, who reside in one of the following countries which are within the Santander Universidades scheme i.e. Argentina, Brazil, Chile, China, Colombia, Ghana, Mexico, Puerto Rico, Russia, Singapore, United Arab Emirates, Uruguay, USA or Qatar. Candidates must have minimum expected or final grades at GCE A-level of AAA or equivalent and a strong scholarship statement. The strength of a candidate’s previous academic background will be considered where final grades are not yet available. This will be assessed via the documents submitted as part of their degree programme application.

2.7.2 Allocation
Students must submit a complete scholarship application form by the deadline, specified annually. The strength of a candidate’s previous academic background will also be considered. This will be assessed via the documents submitted as part of their degree application. Before starting their application, students are encouraged to read the Application Guidelines.

2.7.3 Payment
These scholarships are available as partial tuition fee waivers of £5,000 for each of the first three years of study at Royal Holloway, unless a student spends a year abroad or on an industrial placement. In such cases, the partial tuition fee waiver will be applied in year 4 instead of year 3.
For students on a four year programme with no industrial placement or a five year programme with an industrial placement, the scholarship will be paid in the first three years of the degree programme only.

2.8 International Excellence Scholarship
These scholarships are available to new undergraduate students with overseas fee status.

2.8.1 Eligibility
These scholarships are open to new undergraduate students with overseas fee status, with minimum expected or final grades at GCE A-level of AAA or equivalent and a strong scholarship statement. The strength of a candidate’s previous academic background will be considered where final grades are not yet available. This will be assessed via the documents submitted as part of their degree programme application.

2.8.2 Allocation
Students must submit a complete scholarship application form by the deadline, specified annually. The strength of a candidate’s previous academic background will also be considered. This will be assessed via the documents submitted as part of their degree application. Before starting their application, students are encouraged to read the Application Guidelines.

2.8.3 Payment
These scholarships are offered as tuition fee waivers of £10,000 in total, given in instalments over three years of study at Royal Holloway: £4,000 in year 1, £3,000 in year 2 and £3,000 in year 3, unless a student spends a year abroad or on an industrial placement. In such cases, the payment will be made in year 4 instead of year 3.

For students on a four year programme with no industrial placement or a five year programme with an industrial placement, the scholarship will be disbursed in the first three years of the degree programme only.

2.9 Waterford Kamhlaba UWCSA Excellence Scholarship
This scholarship aims at enabling students domiciled in Africa and currently attending Waterford Kamhlaba School to receive scholarship support to study at Royal Holloway, alleviating some of the financial burden of undertaking studies here.

This Scholarship will provide one new undergraduate student domiciled in Africa with full overseas tuition fee and maintenance for the duration of a three or four year course and two return economy flights a year will also be funded.

2.9.1 Eligibility
This scholarship is open to new undergraduate RHBNC offer holders from Waterford Kamhlaba UWCSA, with a preference for students pursuing degrees in areas of Mathematics or the Sciences. Applicants with low family income will be given priority as this scholarship is both need and merit based. You will be required to provide evidence if you are shortlisted.

2.9.2 Allocation
Students must submit a complete scholarship application form by the deadline, specified annually. Candidates will be selected based on academic achievement and a scholarship statement. It is expected that candidates have achieved, or are on target to achieve AAA from 3 A-levels (or equivalent) and are from a family with low household income who would not have the means to study at university without this scholarship. The strength of a candidate's previous academic background will also be considered. This will be assessed via the documents submitted as part of their degree application.

Before starting their application, students are encouraged to read the Application Guidelines.

2.9.3 Payment
The Scholarship will provide one scholar with full overseas tuition and maintenance for the duration of a three or four year course. The scholarship will be disbursed in the form of a tuition fee waiver paid directly into the Royal Holloway Tuition Fee account on behalf of the individual scholar. The maintenance stipend of £9,400 will be disbursed in equal instalments to the recipient on a termly basis with payments made to the student at the start of each term.

2.10 Royal Holloway and Errington Scholarship
Seven scholarships are available for new undergraduate students with Home/EU fee status applying for single honours programme in English, History, Media Arts or Dance.

2.10.1 Eligibility
These scholarships are open to new UK/EU undergraduate students applying for one of the following programmes:
- BA Dance
- BA English
and who have minimum expected or final grades at GCE A-level of AAA or equivalent and a strong scholarship statement.

The strength of a candidate’s previous academic background will be considered where final grades are not yet available. This will be assessed via the documents submitted as part of their degree programme application.

2.10.2 Allocation
Students must submit a complete scholarship application form by the deadline, specified annually. The strength of a candidate’s previous academic background will also be considered. This will be assessed via the documents submitted as part of their degree application.

Before starting their application, students are encouraged to read the Application Guidelines.

The seven scholarships will be allocated as follows:

- English – 2
- History – 2
- Media Arts – 2
- Dance - 1

2.10.3 Payment
These scholarships are offered as a cash award of £1,500 paid in the first year of a Royal Holloway degree. The award is paid in three instalments and will be paid into the successful enrolled student’s bank account at the end of each academic term in December, March and June.

3. List of postgraduate taught scholarships and scholarship-specific Terms & Conditions

3.1 Bedford Society Scholarship

These scholarships are funded by the alumni and friends of Bedford College, one of the founding colleges of Royal Holloway and Bedford New College. Formed in 2013, the Bedford Society aims to ensure the spirit of Bedford College lives on by providing new scholars with access to financial support and opportunities for networking.

Information about the experiences of current and former scholars can be found on the Bedford Society webpages.

Three scholarships, one per Faculty, are awarded to new full time Masters students with Home/EU fee status in any subject excluding the MBA.

3.1.1 Eligibility
Open to new full-time Masters students with Home/EU fee status who hold a current conditional or unconditional offer to study a one year programme at Royal Holloway.

It is expected that candidates have achieved, or are on target to achieve, a First Class Honours degree or equivalent.

3.1.2 Allocation
Candidates will be selected based on academic achievement and a scholarship statement.

Before starting their application, students should be encouraged to read the Application Guidelines.

3.1.3 Payment
These scholarships are offered as a tuition fee waiver of £7000. These scholarships are normally awarded to applicants on a one year Masters programme excluding the MBA.

Where an award is made, exceptionally, to applicants on a two-year Masters programme, no additional payment or tuition fee remission is offered in the second year of a two-year Masters degree.
3.2 **American Foundation of RHBNC International Excellence Scholarship**

This scholarship is available to support new students from the US with outstanding academic ability. Two awards are available to new eligible Masters students in any subject.

Scholarships are offered as a cash award of approximately £6,500 each for the first year of study only. This is designed to cover the cost of on-campus postgraduate accommodation in the first year of study.

3.2.1 **Eligibility**
Open to new full-time Masters students who are United States citizens. Candidates should have a current grade average in the range of a First Class Honours degree or equivalent.

3.2.2 **Allocation**
Candidates will be assessed based on academic performance to date. A strong Scholarship Statement is also required. Please refer to the Applicant Guidelines for further details.

3.2.3 **Payment**
Scholarships are offered as a single cash award of c£6500 and are disbursed in the first year of a Royal Holloway Masters degree. No additional payment is offered in any following years.

3.3 **Manju Mehrotra Scholarship**

This scholarship is available to support new students from India who have outstanding academic ability, with preference given to students who have a connection with Uttar Pradesh. Two awards are available to new eligible Masters students on specific programmes.

Scholarships are offered as a partial tuition fee waiver of £10,000 for the first year of a Royal Holloway Masters degree. No additional payment or tuition fee remission is offered in the second year of a two-year Masters degree.

3.3.1 **Eligibility**
Open to support new students who are Indian nationals, resident in India, and who have a conditional or unconditional offer to study on one of the following full time programmes at Royal Holloway:

- MSc International Supply Chain Management
- MSc Engineering Management
- MSc Project Management.

It is expected that candidates have achieved, or are on target to achieve, a First Class Honours degree or equivalent.

3.3.2 **Allocation**
Candidates will be assessed based on academic performance to date. A strong Scholarship Statement is also required. Please refer to the Applicant Guidelines for further details.

3.3.3 **Payment**
The scholarship will be disbursed in the form of a contribution to tuition fees paid directly into the Royal Holloway Tuition Fee account on behalf of the individual scholar. No additional payment is offered in any following years.

3.4 **Global Community Awards**

These are automatic awards available to new full-time Home/EU and international students studying selected Masters degrees within Management, Professional Studies and Information Security.
The Global Community Award is offered as a partial tuition fee waiver in the first year of study. The amount of the award will be either £2,000 or £3,000, depending on the programme and the fee status (see 3.4.3 below).

3.4.1 Eligibility
Open to new UK/EU or overseas full-time Masters students who have a conditional or unconditional offer to study on one of the following programmes at Royal Holloway:

- MSc Business Information Systems
- MSc Finance
- MSc Human Resources Management
- MSc International Management (for overseas students only)
- MSc International Management (Marketing) (for overseas students only)
- MSc Accounting and Financial Management
- MA Marketing
- MSc Project Management
- MSc Information Security (for overseas students only)

International students must also be from one of the following countries to be eligible for the award:

- Colombia
- Ghana
- Hong Kong
- India
- Indonesia
- Iran
- Japan
- Malaysia
- Nigeria
- Norway
- Oman
- Pakistan
- Russia
- Saudi Arabia
- South Korea
- Taiwan
- Thailand
- Turkey
- Vietnam
- United States
- China – for MSc Information Security ONLY

Candidates must have applied for their relevant Masters programme by 2 April, 2018, to be eligible for this award.

3.4.2 Allocation
These are automatic awards to all applicants who meet the eligibility criteria and who receive an offer for one of the named programmes. There is no separate scholarship application form that needs to be completed. If a student is eligible for a Global Community Award, the discount will be applied on enrolment.

3.4.3 Payment
For eligible students, the Global Community award is offered as a partial tuition fee waiver in the first year of study.

<table>
<thead>
<tr>
<th>Fee status</th>
<th>Degree programme</th>
<th>Award</th>
</tr>
</thead>
</table>

9
<table>
<thead>
<tr>
<th>Home/EU/International</th>
<th>MSc Business Information Systems; MSc Finance; MSc Human Resources Management; MSc Accounting and Financial Management; MA Marketing</th>
<th>£2,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Home/EU</td>
<td>MA Marketing; MSc Project Management</td>
<td>£2,000</td>
</tr>
<tr>
<td>International</td>
<td>MSc International Management; MSc International Management (Marketing); MA Marketing; MSc Project Management; MSc Information Security</td>
<td>£3,000</td>
</tr>
</tbody>
</table>

### 3.5 Royal Holloway Principal's Masters Scholarship

There are 60 scholarships available to new full-time Home/EU and International students studying taught Masters degrees. The scholarship is offered as a £4,000 tuition fee waiver. The tuition fee discount is only available for one year of study. No additional payment or tuition fee remission is offered in the second year of a two-year Masters degree. Students can only hold one scholarship from Royal Holloway, so if you are successful in gaining a Royal Holloway Principal's Masters Scholarship you will not be able to receive any additional scholarships from the University. Royal Holloway graduates are not eligible for the 15% tuition fee discount if they are awarded the Principal's Masters Scholarship.

#### 3.5.1 Eligibility

Students must have received an offer to study a taught postgraduate degree at Royal Holloway and have achieved, or be expected to achieve, a First class undergraduate degree or equivalent.

All postgraduate degree programmes are eligible except the following:

- All Computer Science postgraduate programmes (unless you're a Home/EU student)
- All History postgraduate programmes
- MSc Business Information Systems
- MSc Finance
- MSc Human Resources Management
- MSc International Management
- MSc International Management (Marketing)
- MSc Accounting and Financial Management
- MA Marketing
- MSc Project Management
- MSc Information Security

There are 45 scholarships available to international students, with the following countries prioritised:

- Brazil
- Canada
- Colombia
- Egypt
- Ghana
- India
- Indonesia
- Iran
- Japan
- Kazakhstan
Six scholarships are available to EU fee status students, with the following countries prioritised:

- Austria
- Bulgaria
- Cyprus
- France
- Germany
- Greece
- Hungary
- Italy
- Lithuania
- Luxembourg
- Netherlands
- Norway
- Poland
- Romania
- Spain
- Sweden
- Switzerland

There are nine scholarships for UK students. Priority will be given if you are studying within one of the following departments:

- English
- Media Arts
- Management
- Law
- Computer Science
- Centre for Professional Studies
- Psychology

3.5.2 Allocation

There is no separate scholarship application form that needs to be completed. If a student is eligible for a Royal Holloway Principal's Masters Scholarship, the discount will be applied on enrolment. Scholarships will be awarded to eligible students on a “first come first served” basis.

3.5.3 Payment

The scholarship is offered as a £4,000 tuition fee waiver. The tuition fee discount is only available for one year of study. No additional payment is offered in any following years.
4 General Terms and Conditions applying to all competitive scholarships

These scholarships are open to applicants who wish to enrol as new undergraduate or postgraduate taught students at the College for the academic year 2018/19.

In order to apply for a scholarship,
- applicants must hold an offer of a place for the academic year 2018/19;
- anticipate meeting all the conditions associated with their offer in time to enrol at Royal Holloway in September 2018;

In order to confirm the acceptance of a scholarship,
- undergraduate applicants need to accept Royal Holloway as their firm choice through UCAS;
- postgraduate applicants need to accept their offer of a place through their applicant portal on Royal Holloway Direct;
- all applicants offered a scholarship must accept their scholarship offer by the date given in the scholarship offer communication. Acceptance will result in agreeing to these Terms and Conditions.

If either of the above conditions are not met within the required deadline, the offer of a scholarship shall be treated as withdrawn.

Payment and/or disbursement of scholarships vary by scholarship and details are provided in the Additional Terms and Conditions section of each individual award on the Royal Holloway Scholarships webpages. Payment and/or disbursement details are also included and confirmed in the formal scholarship offer.

Scholarships are awarded based on the information provided in the Scholarship Application Form. They are awarded for a set period of study as stated in the award communication and cannot normally be extended beyond this date. The offer of a scholarship will normally lapse should the student fail to enrol in the year for which the scholarship is first intended, or if a student suspends his or her studies, or if a student interrupts his or her studies.

Scholarship holders must normally be registered as full-time students at Royal Holloway. Should the status of the scholarship holder’s registration change for any reason (for example, as a result of a change in fee status), Royal Holloway reserves the right to reassess whether the scholarship holder is eligible for the scholarship. A change of this nature may result in the scholarship being withdrawn and the scholarship holder being required to repay some or all of the scholarship to Royal Holloway, or the value of the scholarship may be readjusted.

For scholarships where fee status is explicitly included within the eligibility criteria for an award, should the fee status of the scholarship holder change for any reason whilst holding this scholarship which results in the scholarship holder no longer meeting the fee status eligibility criterion, Royal Holloway reserves the right to withdraw the scholarship and, if determined to be appropriate, require the scholarship to be repaid either in part or in full.

In addition to the above, Royal Holloway reserves the right to withdraw a scholarship in part or in full under the circumstances set out below:
- if it is found that there are any false statements and deliberate errors or omissions made on the application form;
- if information comes to light subsequent to the scholarship being awarded and which should have been included on the application form which renders the scholarship holder ineligible for the specific scholarship;
- if the scholarship holder does not enrol at Royal Holloway by the latest registration date as specified in the Terms and Condition of Admission to Royal Holloway;
• if the scholarship holder does not enrol for the specific programme of study for which the scholarship has been awarded, they may become ineligible for the scholarship. The Scholarships Officer should be notified of any change in programme so that eligibility criteria can be checked.

4.1 Responsibilities
Scholars must satisfy these terms and conditions and any other conditions that may form part of their award:
• Scholarship holders may be required to participate in occasional promotional activities and should be willing to be interviewed, photographed and/or filmed for promotional purposes. This could include being featured on the Royal Holloway website and/or on social media. In these circumstances no additional payments will be made by Royal Holloway to the scholarship holder. If at any time you do not wish your photograph or any filming to be used for publicity purposes, please do inform us via the following email address: RHPS@rhul.ac.uk
• Scholars in receipt of Donor funded scholarships will be required to write a letter of thanks to the Donor and provide a summary of their experiences and future hopes at the end of their course. They will be asked to agree that Royal Holloway, University of London can share their grades with the Donor.

Complaints and Appeals Process
Royal Holloway is committed to a fair process in the allocation of its scholarships. It needs to be recognised that academic scholarships are highly competitive and that lack of success may be due to the level of competition rather than any specific weakness and consequently it may not be possible to advise scholarship candidates of any specific weaknesses in their applications.

The decision of the scholarship selection committee is final and scholarship applicants have no right of appeal against an academic decision not to offer a scholarship. There is no right of appeal if the offer of a scholarship is withdrawn as a result of a failure to comply with any of the Terms and Conditions set out above.

Should a prospective student to Royal Holloway who has applied for a scholarship applicant wish to lodge a complaint about the scholarship application process, the complaint should be sent in writing to the Assistant Director: Admissions and Applicant Services who can be contacted via the following email address: study@royalholloway.ac.uk

If the scholarship applicant is still dissatisfied after receiving a response from the Assistant Director: Admissions and Applicant Services, the scholarship applicant may lodge an appeal in writing to the Director of Student Recruitment within seven days of receiving the response from the Assistant Director.

The Director of Student Recruitment will investigate the matter and will provide a response within 15 working days of receiving the written request. Where a response is not possible in that timeframe, the Director of Student Recruitment will write to inform the applicant of the timescale for the receipt of a full response.

The decision of the Director of Student Recruitment shall be final. There is no appeals process if the scholarship is withdrawn as a result of failure to comply with any of the Terms and Conditions set out above.

OCTOBER 2017