

1. The University of Law's Scholarships & Bursaries Policy has been informed by the Office for Students Sector-Recognized Standards and the General Ongoing Conditions of Registration and has regard to the UK Quality Code for Higher Education. These definitive reference points for all English higher education institutions set out how academic standards are established and maintained and how excellence in the quality of learning opportunities is assured.

This policy sits within The University of Law's Quality and Standards Code, which provides a suite of policies designed to safeguard the academic standards of The University of Law and to assure the quality of learning opportunities offered; this policy should therefore be read in conjunction with other relevant policies within the code.

	the students of The University of Law Limited and, solely in the event that The University of Law ceases to exist, by any other means.
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Responsibility for this policy

4. Ultimate responsibility for the development of clear and effective processes and procedures associated with the quality assurance and maintenance of standards of academic provisions and overseeing their application lies with the Academic Board of the University.

Expectation

5. The University's Scholarships and Bursaries policy and procedures adhere to the principles of fair admission and of valid, reliable and useful information about its provision. The policy and procedures are transparent, reliable, valid, inclusive and underpinned by appropriate organisational structures and processes. They support the University in the selection of students who are able to complete their programme and in broadening access to such programmes to students who may not otherwise be able to consider higher education study for financial or other reasons.

Key aims and principles

6. Every academic year The University of Law offers a range of undergraduate and postgraduate scholarships and bursaries each with their own eligibility criteria and deadlines for application. Details of the individual awards are communicated on The University of Law website at the start of each application cycle for the following academic year.

6.1 The principle aim of The University of Law offering scholarships and bursaries is to attract students with strong academic credentials who come from low income households, as set out by the Scholarships Trust, by lowering or removing financial barriers to study. Eligibility criteria for all scholarships and bursaries are set out and approved by the Scholarships Trust and can be found on The University of Law website. Scholarships and bursaries are reviewed by the Scholarships Trust at regular intervals throughout the year and The University of Law reserves the right to end awards at any time or introduce new ones.

6.2 In implementing the policy the University aims to adhere to principles of transparency, efficiency, professionalism, reliability, inclusion and courtesy. This

approach supports the University's ongoing objective to support and protect its core values of offering and maintaining academic and professional excellence.

Procedural approach

7. The University provides clear information via its website, marketing communications and through e-mail contact directly with the Scholarships Team via scholarships@law.ac.uk, on the scholarship and bursaries available. The eligibility criteria for those awards.

7.1 To be considered for The University of Law Scholarships and Bursaries, applicants must register interest on The University of Law website, complete an application and subsequent online assessment within published deadlines. This is with exception to the Advocacy Scholarships (linked to BPTC) and those external scholarships where the providers have indicated a specific application process.

7.2 Applicants must have an offer or have accepted a place on their chosen programme. This is in addition to the individual eligibility criteria for each scholarship or bursary as set out on the website.

7.8 Applicants can apply for multiple scholarships and bursaries however they will only be awarded one. In the case where an applicant is awarded more than one scholarship or bursary, the University would allocate the one with the higher value unless otherwise stated by the student.

7.9 Scholarships and Bursaries can be deferred for up to one academic year, in line with the University's deferral process.

7.10 In the event that a student is awarded a scholarship or bursary and then needs to cancel/withdraw their place on their course after the "no fee liability" deadline, as set out in the applicable Enrolment Terms, they will forfeit their scholarship or bursary and be personally liable for the full fee liability in accordance with the Enrolment Terms.

Notification of outcome

8. The winners will, where possible, be contacted by telephone in the first instance, followed by an email confirmation. Unsuccessful applicants will be notified by email only.

Payment of Award

9. Scholarships and bursaries for all programmes will be paid via a reduction in tuition fees/full fee waiver of the published tuition fees, depending on the amount offered for the scholarship. The scholarship amount will be deducted from the total tuition fee and any instalments adjusted in equal amounts accordingly. If a payment plan has already been confirmed, the scholarship will be spread equally across the remaining payment dates.

9.1 For any programmes which have been paid for via a loan from the Student Loan Company, the Scholarship amount will be reimbursed to student finance to reduce the overall loan.

9.2 For any programmes where a student has been partially funded by a loan, the Scholarship amount can either be reimbursed to the loan company or the individual depending on their preference.

9.3 Once a scholarship or bursary has been awarded, the student's account with the University will be credited with the scholarship or bursary amount.

9.4 All payments to students are subject to the student completing any necessary eligibility checks pertaining to their chosen course or the specific scholarship or bursary that they have applied for within a specified timeframe.

Complaints about the process

10. Individual feedback is not given in respect of those students who are unsuccessful in obtaining a scholarship. If a complaint about the process is received by the Scholarships Team, it will respond within 2 working days of receiving the complaint. If the response is not deemed satisfactory to the student, they may follow the formal University of Law Complaints procedure as set out on the University's website.

Responsibility for the provision

11. Responsibility for the effective implementation of the Scholarships and Bursaries Policy lies with the Scholarships Manager.

Monitoring and evaluation of provision

12. Responsibility for reviewing the Scholarships processes for the current academic year lies with the Scholarships Manager and the Head of Marketing Propositions.

Responsibility for reviewing and evaluating the effectiveness of the Scholarships and Bursaries Policy lies with Academic Board.

