

ual:

The Beyond Borders Bursary

Guidance Notes

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About the Donor

The Beyond Borders scholarship was established through The Refugee Journalism Project. This initiative supports displaced journalists and media professions to re-start their careers in the UK.

About the Scholarship

- £24,000
- For tuition fees, course costs and living expenses
- For 1 Home or EU student
- Studying any MA course at LCC

The scholarship will be assessed on the basis of financial need and academic merit. It will provide a contribution towards course tuition fees and living expenses for the length of the course

Applications are welcome from those who are in financial hardship and those who will benefit from postgraduate studies to realise their full potential

Eligibility criteria

To be eligible for the Beyond Borders Bursary students must:

- Be considered Home or EU for fee purposes
- AND**
- Have a conditional **or** unconditional offer on a full-time **MA** course at **London College of Communication**, UAL commencing in **October 2019**
- AND**
- Be a Displaced Person with either Refugee Status, **OR** Indefinite Leave to Remain **OR** Permanent Residency Status
- AND**
- Living within commuting distance (maximum travel time of an hour) of London College of Communication

Key Dates

Closing date:

All applications must be received by **1pm (UK time), Thursday 14th September 2019**
N.B. We cannot accept applications that are incomplete or arrive late

How to apply

Applications for this scholarship must be made by filling in an [online application form](#)

In addition to the online application form, you will need to send the following supplementary materials:

1. An electronic portfolio sent via Dropbox to scholarshipapplications@arts.ac.uk containing **one PDF document** which should be an example of what you consider to be your best work for the Selection Panel to review, and must include:
 - o a title page with your name and course title
 - o an introductory page of no more than 500 words explaining your work, methodology and inspiration
 - o **For image based courses**, up to 15 pages of images with **each image** numbered and clearly labelled showing the date of production and, if relevant, title, size and materials used in the original piece (see below for how to upload to Dropbox)
 - o **For theory based courses**, an essay/written project of what you consider to be your best work for the Selection Panel to review (see below for how to upload to Dropbox)

N.B. Your portfolio can be a combination of images and essays if necessary

2. A copy of your most up to date Curriculum Vitae (CV) or Résumé

3. Evidence of your household income

Examples:

- i. 3 months bank statements
- ii. 3 months payslips
- iii. External scholarships
- iv. Investments

N.B. If you are a dependant then your household income includes the income of your parent(s) / guardian(s)

4. Evidence of medical condition (if applicable)

Examples:

- i. Doctors' / Hospital letters

N.B. These should be from a qualified medical practitioner, signed, dated, and from within the past 3 months

5. Evidence of financial hardship* (if applicable)

Examples:

- i. Credit card statements
- ii. Overdrafts
- iii. Expenditure
- iv. Overdue rent letters
- v. Bailiffs / debt collection letters

6. Evidence of residency

Examples:

- i. Passport photo page and visa page
- ii. Official letter from the Home Office

N.B. You should combine into one document and upload this in the passport photo page of the online scholarship application form

*Financial hardship refers to unexpected events or unforeseen changes that have negative impacts on cash flow or finances. For example: changes in income or expenditure, changes in employment

status (such as losing a job or having hours reduced). This does not include last month's rent or bills.

How to upload to Dropbox

The following instructions are to guide you in uploading your portfolio via Dropbox:

- Go to www.dropbox.com and create an account (if you don't have one already)
- Login to your account using your using name and password
- Create a new folder by selecting this icon  in the top right hand corner just before the search box. **Be sure to use your full name as the name of the folder**
- Open the folder and upload your portfolio into it by clicking on this icon  in the top right hand corner just before the search box. This takes you to your desktop to select your file(s).
- Once your file(s) are uploaded in the folder, right click on the folder and select the option 'share link'
- In the dialogue box, enter the address: scholarshipapplications@arts.ac.uk
- Please **include your name and the scholarship you are applying for in the message box before sending**

The assessment procedure for applications

Step 1:

After you submit your application, it will initially be assessed by the Student Funding Service at University of the Arts London, to ensure all supporting documents have been submitted.

N.B. further information may be requested at a later date in order to complete the assessment.

Step 2:

The selection panel will make their final selections by marking the quality of application and the readiness of the applicant to achieve highly in the discipline, and the applicant's ability to articulate how the Beyond Borders Bursary will contribute to their studies.

Finally, the selection panel makes their last decision on who to award the funding to.

Terms and conditions of the Beyond Borders Bursary

The following terms and conditions apply to acceptance onto the Beyond Borders Foundation Scholarship:

- The scholarship will provide a contribution towards your tuition fees, course costs and living expenses

- Tuition fees will be paid directly from the award into the University's Tuition Fees account.
- Living expense and course costs payments will be paid in termly instalments to the award recipient.
- Applicants must enrol on the course in the same academic year for which they have applied for funding. Failure to do so will result in either:
 - The application being rejected
- OR**
- The award being withdrawn
- Award recipients cannot be in receipt of more than one UAL affiliated or administered award. Applicants can apply for more than one award, but if offered more than one UAL affiliated or administered award, the recipient will need to choose which to receive
- Applicants can be in receipt of a UAL award and a non-UAL award (subject to the terms and conditions of the non-UAL award)
- Award recipients are expected to attend all timetabled classes and tutorials. The only exception to this is periods of absence due to illness and extenuating circumstances. Attendance will be monitored and any student with a poor attendance record may risk their award being terminated
- Award recipients are expected to attend a small number of College and University events to promote scholarship support to potential donors and to meet with scholarship supporters at these events (both during and after completing their course)
- The award will be terminated if registration/enrolment lapses on any grounds other than a temporary suspension of study due to extenuating circumstances
N.B. Any absence due to extenuating circumstances must follow university [procedures](#)
- No applicant for the award should make any decisions regarding their enrolment, financial arrangements, accommodation or other matters that rely on the outcome of their application being successful.
- All applicants will be informed of the final decision via email.

More Information

Please contact the Student Funding Service on 020 7514 8080 or email funding@arts.ac.uk for assistance or with any queries relating to the application process and this scholarship, or visit our [Scholarships Search](#) page.

Checklist

Use this list to help ensure you have completed every part of the application before submitting.

Have you:	Yes	Not applicable
Filled out the online application form?		
Created your PDF portfolio?		
Created a title page with your name and course title?		
Added an introduction (500 words maximum)?		
Included images or written essays (15 pages maximum)?		
Numbered the images?		
Labelled the images?		
Added the date of production?		
Included a title for all labels? (if applicable)		
Included a size on the labels? (if applicable)		
Included details of the material/s used in the original? (if applicable)		
Uploaded your PDF to Dropbox?		
Included your Curriculum Vitae / Résumé?		
Included evidence of your household income?		
Included evidence of your medical condition? (if applicable)		
Included evidence of your financial hardship? (if applicable)		
Included evidence of your residency status? (if applicable)		