

# ual:

## **The Jenny Walton Masters Awards (BFA)**

Guidance Notes

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## About the Donor

The Jenny Walton Masters Awards were established in Jenny's memory by her family in 2020. The aim of the Award is to enable students from non-G20 member countries in financial hardship to focus upon their studies and embrace the wider creative opportunities available to them as Central Saint Martin students.

The Award of £12,250 is available to one International student ordinarily resident in a non-G20 member country and starting the second-year of the BA Fine Art course at Central Saint Martins, University of the Arts London in September 2022.

## About the Scholarship

- **£12,250**
- For living expenses and course costs
- For 1 **International student** from a non-G20 member country
- Currently enrolled on the **1<sup>st</sup> year** of the **BA Fine Art** course at **CSM**
- Progressing to the **2<sup>nd</sup> year** of the **BA Fine Art** course at **CSM** in **September 2022**

The award will be assessed on the basis of firstly, applicants ordinarily resident in a non-G20 member country, secondly, financial need, and thirdly, the applicant's potential as a leader in their field.

The award will provide a contribution of £5,000 to the recipient in Year 2 of the course and £7,250 in Year 3 of the course towards living expenses and course costs. There will be no payment in the placement year.

Applications are particularly welcome from students who are in financial hardship and will benefit from undergraduate studies to realise their full potential.

## Eligibility criteria

To be eligible for the Jenny Walton Masters Awards students must be:

- Considered an International Student for tuition fee purposes

**AND**

- Ordinarily resident in a non-G20 country  
**N.B.** For clarity G20 countries are one of the following: Argentina, Australia, Brazil, Canada, China, France, Germany, India, Indonesia, Italy, Japan, Mexico, Russia, Saudi Arabia, South Africa, South Korea, Turkey, European Union, United Kingdom and the United States

**AND**

- Enrolled on the first year of the **BA Fine Art** course at **Central Saint Martins**, UAL starting in September 2021, progressing to the second year of the course in September 2022

## Key Dates

### Closing date:

All applications must be received by **Monday 30 May 2022**.

**N.B.** We cannot accept applications that are incomplete or arrive late

### Panel interview:

The panel will be scheduled for **late June/July 2022**. The date will be communicated to shortlisted students.

## How to apply

Applications for this scholarship must be made by filling in an online application form via the funding tab in the [UAL Student Portal](#)

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

1. An electronic portfolio uploaded on the Student Portal containing **one PDF document [20MB maximum]** which should be an example of what you consider to be your best work for the Selection Panel to review. It must include:
  - a title page with your name and course title
  - an introductory page of no more than 500 words explaining your work, methodology and inspiration
  - 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
2. A copy of your most up to date Curriculum Vitae (CV) or Résumé (uploaded to the student portal)
3. Evidence of your household income (uploaded to the student portal)

Examples:

- i. Student's bank statements for the last 3 months **and**
- ii. Parent's or Partner's most recent pay slips for the last 3 months **or**
- iii. Parent's or Partner's annual tax statements **and**
- iv. External scholarships **and**
- v. Investments, bonds and savings for parents/partner and student

**N.B.** If you are a **dependant** then your household income includes the income of your parent(s) / guardian(s). If you are an **independent student**, your household income includes the income of your partner. Translated and original copies should be provided if the original copy is not in English language

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. Translated and original copies should be provided if the original copy is not in English language

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

**N.B.** Translated and original copies should be provided if the original copy is not in English language

6. Evidence of residency covering a 3-year period (uploaded to the student portal)

Examples:

- i. Driver's license
- ii. Letter or certificate from your school, college, university or other accredited educational or training organisation showing the dates you enrolled, attended and completed your course
- iii. Annual tax statements covering a period of 3 years
- iv. Official letter on letter-headed paper

**N.B.** You can combine different documents to ensure you cover a 3-year period by providing one document for each year of residency. Translated and original copies should be provided if the original copy is not in English language

**NB: If you have any technical issues when uploading your supporting documents to the student portal, please upload your documents via our [online enquiry 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.

## 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, where it will be ranked according to financial need. This process will be based on the financial information you supplied in your application.

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

### Step 2:

Candidates who meet the financial ranking thresholds will be forwarded to an assessment panel for shortlisting. The assessment panel will consider the applicants based on academic merit and creative excellence.

### Step 3:

Shortlisted applicants will be invited for an interview at London College of Communication. If you are invited, you will be required to bring your portfolio and examples of your work with you to the interview.

**N.B.** Interviews may be via video conference due to government regulations on social distancing

### Step 4:

The 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 award will contribute to their studies.

## Terms and conditions of The Jenny Walton Masters Awards

The following terms and conditions apply to acceptance on to The Jenny Walton Masters Awards:

- The award will provide a contribution of £5,000 to the recipient in Year 2 of the course and £7,250 in Year 3 of the course towards living expenses and course costs. There will be no payment in the placement year.
  - Living expense and course costs payments will be paid in termly instalments to the award recipient annually
  - 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
- For continuing students of EU Overseas fee status, although the tuition fee is the equivalent to that of a Home fee status student, this does not qualify EU Overseas students for awards for Home fee students. Home fees students meet the UK residency criteria and EU Overseas students do not meet the residency requirement but the University is committed to EU Overseas students paying Home fees until the end of their course post-Brexit.
- When assessing financial hardship, the University considers any household income of £80,000 per annum or below as the criteria for financial hardship.
- UAL will share personal data from completed scholarship application forms and portfolios of award applicants with the award donor. Information on academic progress and final results of scholars may be shared with the award donor.

**N.B.** It cannot be guaranteed that applicants or scholars data will be as protected as it would be within the European Economic Area if the trustees of the donor are based outside of the European Economic Area.
- Applicants may withdraw consent to share information with UAL and external partnership sponsors at any time by contacting the Student Funding Service via our [online enquiry form](#).

This may result in the application and/or award being withdrawn if UAL is longer able to determine eligibility for support.

- 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. However, in exceptional circumstances, on a case by case basis, we may consider two awards if the combined awards are less than £5000 in total.
- 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 via our [online enquiry form](#) for assistance or with any queries relating to the application process and this scholarship, or visit our [Scholarships Search](#) page.

If you are unable to upload your supporting documents on the student portal, please contact the Student Funding Service via our [online enquiry form](#)

### 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 (15 pages maximum)?                                      |  |  |
| Numbered the images?   |  |  |
| Labelled the images?   |  |  |
| Added the date of production? (if applicable)                            |  |  |
| 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 Portfolio?   |  |  |
| 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)            |  |  |