

ual:

The Burberry Creative Arts Scholarship Guidance Notes

Contents

1. About the Donor.....	1
2. About the Scholarship.....	1
3. Eligibility criteria.....	1
4. Key dates.....	2
5. How to apply.....	2
6. How to upload to Dropbox.....	3
7. The assessment procedure for applications.....	4
8. Terms and conditions.....	4
9. Help.....	5
10. Checklist.....	5

About the Donor

Founded in 1856, Burberry is a global luxury brand with a distinctly British attitude. Their team consists of 10,000 employees worldwide, designing developing, making and selling products under the Burberry brand. Product design and development are centered in Burberry's London headquarters. The Burberry business model is designed to create long-term sustainable value for all stakeholders.

Burberry is delighted to be working with Central Saint Martins to expand opportunities for emerging talent from diverse backgrounds. UK based students will be financially assisted through three years of undergraduate study and access to world class teaching, facilities and networks, essential to nurturing future artists and designers. The 'Burberry Scholars' will represent a variety of communities, bringing fresh perspectives to the wider creative industry.

"This is an important and generous initiative from Burberry, in that it will support students who might otherwise not flourish because of financial hardship. The scholarships are part of Burberry and Central Saint Martins' shared commitment to London remaining an exciting hub of creativity." - Professor Jeremy Till, Head of Central Saint Martins

About the Scholarship

- **£27,750** (£9,250 to be paid for each year of the course for a maximum of 3 years)
- For either tuition fees or course costs and living expenses
- For 2 Home students
- Studying at **Central Saint Martins** on one of the courses listed below

The scholarship will be assessed on the basis of financial need and academic merit. It will provide a contribution towards tuition fees or course costs and living expenses for the duration of the course except the placement year.

Applications are particularly welcome from students who have progressed through the Insights Programme, who are in financial hardship and will benefit from undergraduate studies to realise their full potential.

Eligibility criteria

To be eligible for The Burberry Creative Arts Scholarship students must be:

- Considered a Home student for fee purposes
- AND**
- Accepted onto one of the full-time courses listed below at **Central Saint Martins**, UAL starting in October 2020:
 - BA Fashion Design

- BA Textile Design
- BA Jewellery Design
- BA Fashion Communication
- BA Graphic Communication Design

Key Dates

Closing date:

All applications must be received by **1pm (UK time), Friday 11th December 2020.**

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

Panel interview:

The panel will be scheduled for **January 2021**. 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 send the following supplementary materials:

1. In addition to this you will also need to provide an electronic portfolio sent via Dropbox to scholarshipapplications@arts.ac.uk containing **one PDF document [50MB maximum]** which should be an example of what you consider to be your best work for the Selection Panel to review, and 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 (see below for how to upload to Dropbox)
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

*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 username 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, 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:

An assessment panel will then shortlist the applicants for the award based on academic merit and creative excellence, before forwarding the shortlisted applicants to a selection panel. Shortlisted

applicants will be invited for an interview. If you are invited, you may 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 3:

The selection panel will make their final selection by marking the quality of application and the readiness of the applicant to achieve a highly in the discipline, and the applicant's ability to articulate how the Burberry Creative Arts Scholarship 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 Burberry Creative Arts Scholarship

The following terms and conditions apply to acceptance onto The Burberry Creative Arts Scholarship:

- The scholarship will provide a contribution towards tuition fees or course costs and living expenses. Award recipients will make the decision
- Tuition fees will be paid directly from the award into the University's Tuition Fees account
- Living expense payments will be paid in termly instalments to the award recipients
- 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)
- Award recipients must provide a short report on their progress on an annual basis (this information will be used for reporting purposes).

- 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?		
Does it have a title page with your name and course title?		
Does it have an introduction (500 words maximum)?		
Have you included images (15 pages maximum)?		
Are the images numbered?		
Are the images labelled?		
Do the labels have the date of production?		
(If relevant) do the labels include a title?		
(If relevant) do the labels include a size?		
(If relevant) do the labels include details of the material/s used in the original?		

Have you uploaded your PDF to Dropbox?

Have you included your Curriculum Vitae / Résumé?

Have you included evidence of your household income?

Have you included evidence of (if applicable) your medical condition?

Have you included evidence of (if applicable) your financial hardship?
