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## The Creative Bursaries for Southwark Students

Guidance Notes

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## About the Donor

The Creative Bursaries for Southwark Students of £2,500 each are provided by Southwark Council. The Bursaries are available to seven students from selected Southwark schools beginning to study either on the Foundation or any undergraduate course at Camberwell College of Arts.

## About the Scholarship

- £2,500 each
- For course costs and living expenses
- For 7 students from one of the following Southwark secondary schools:
  - Ark All Saints Academy
  - Ark Walworth Academy
  - Bacon's College
  - City of London Academy
  - Harris Academy at Peckham
  - Kingsdale Foundation School
  - Sacred Heart Catholic Secondary School
  - Southwark College
  - St Saviour's and St Olave's Church of England School
  - St Thomas the Apostle College
  - The Charter School
- Studying the first year of any BA or Foundation Diploma course at Camberwell
- From a family in which neither parent has been to University

The bursaries will be assessed on the basis of financial need. It will provide a contribution towards course and living expenses.

Applications are encouraged from young people from Southwark who would like to develop their careers in the creative industries.

## Eligibility criteria

To be eligible for the Creative Bursaries for Southwark Students, students must:

- Have completed studies at one of the nominated Southwark secondary schools in the 2018 – 2019 academic year

**AND**

- Enrolled on the first year of any **BA** or **Foundation Diploma** course at **Camberwell** commencing in September 2019

## Key Dates

### Closing date:

All applications must be received by **1pm (UK time), Monday 15 July 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. A copy of your most up to date Curriculum Vitae (CV) or Résumé
2. 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)

3. 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

4. Evidence of financial hardship\* (if applicable)

Examples:

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

5. Evidence of studying in one of the nominated Southwark secondary schools

Examples:

- i. Official letter from school showing period of study
- ii. A school certificate

\*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 a selection panel.

### Step 3:

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 Creative Bursaries for Southwark Students will contribute to their studies.

## Terms and conditions of the Creative Bursaries for Southwark Students

The following terms and conditions apply to acceptance onto the Creative Bursaries for Southwark Students:

- The bursaries will provide a contribution towards your course costs and living expenses
  - Living expense and course costs 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)
- 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](mailto: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?		
Included your Curriculum Vitae / Résumé?		
Included evidence of your household income?		
Included evidence of (if applicable) your medical condition?		
Included evidence of (if applicable) your financial hardship?		
Included evidence of your studies at a Southwark school?		