

Gold Scholarship Programme - Terms and Conditions 2020/21

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A. Introduction

The University has established the Gold Scholarship Programme (GSP) to encourage and support students to gain most benefit from their time at the University. To obtain the full benefit from the programme, you are expected to participate fully in all GSP activities and events.

These Terms and Conditions are supplementary to the standard *Terms and Conditions for Undergraduate Bursaries and Scholarships* and should be read in conjunction with these.

B. Requirements of GSP Scholars

1. During each year of the GSP (including placement years), you are required to:
 - a. Complete an End of Year Report outlining your activities and achievements during the year (a template will be provided).
2. During each year of the GSP (except placement years), you will be required to:
 - a. Devote at least 50 hours to volunteering, fundraising or outreach (VFO) (25 hours in your final year). The VFO requirement will be pro-rata for students doing thin sandwich courses, or courses with integral placements (i.e. Social Work).
 - i. Refer to the GSP Policies & Procedures document for details regarding the type of activities that can and cannot be counted towards this VFO requirement.
 - ii. Up to 60% of your VFO hours can be logged from one type of activity.
 - iii. Up to 60% of your VFO hours may be paid outreach work as a University Ambassador and/or as a telethon fundraiser for the Department of Development and Alumni Relations (DDAR). The remaining 40% must be unpaid volunteering.
 - iv. Up to 25% of your VFO hours may come from activities for which you receive a stipend, if these activities are viewed to have developmental benefits for you (for example, Camp America).
 - v. VFO hours, including a value of 0 if applicable, must be logged via the VFO app - every month during the Programme unless on placement.
 - b. Attend the STEP Core events. The dates for these will be provided to Gold Scholars before the start of each academic year. They will include
 - i. The GSP Welcome / Welcome Back Event
 - ii. GSP Training 1

- iii. The GSP Away Day
 - iv. At least 2 further GSP Training Evenings
- The GSP team reserve the right to postpone or cancel GSP events due to extenuating circumstances outside of their control. Where possible, events will be rescheduled within that academic year, or alternatives offered.
- c. Complete at least 2 further personal development training sessions (STEP Extra) organised by the Students Union or Careers, or an alternative agreed with the GSP Team in advance. These can include approved online training sessions.
 - d. Participate in the Peer Group activities, and attend meetings organised by your GSP Peer Group. These meetings will be approximately 45 minutes in length, and 3 times each academic year.
 - e. Engage with the GSP Mentoring Programme.
 - f. Take part in activities organised by the Dept. of Development and Alumni Relations to thank your donor. Such activities may include providing reports on your progress and your experiences of the scholarship programme, attending meetings with your donor either on or off campus or taking part in video calls. All scholars are also encouraged to engage more generally in thanking our donors.
3. In addition, in your first year on the GSP, you will be required to:
- a. Complete a thank you letter to your donor/s during the first semester.
 - b. Attend the GSP Celebration Evening.
4. Students who are re-taking an academic year of study:
- a. If you choose to participate fully with the GSP during your repeat year, you will be eligible for your full GSP funding.
 - b. If you choose not to participate in GSP requirements during your repeat year, you will receive funding, for that year only, at the same rate as the main Bath Bursary, £3,000.
 - c. You will be required to engage with support from the Student Retention and Success team in Student Services in order to maintain your funding.
 - d. Your funding will be guaranteed for a first-time repeat year only. If you are required to take a further repeat year then you can submit an application to the Discretionary Student Support Fund. Refer to the main *Terms and Conditions for Undergraduate Bursaries and Scholarships* for more detail.
5. As a Gold Scholar, you must ensure that your behaviour does not risk bringing the GSP into disrepute or cause any operational difficulties, and that you do not cause disruption to, or hinder, any of the GSP activities.
6. In order to explore how we can improve the experiences of Gold Scholars, and to demonstrate the impact of the Programme, we will ask you to participate in questionnaires and other evaluation tools during your time at University and after graduation. At the minimum, you will be required to complete the following:
- a. A pre-arrival questionnaire,
 - b. An end-of-first-year questionnaire,
 - c. An end-of-degree questionnaire.

C. Failure to meet the requirements

1. We appreciate that, on occasion, unforeseen and unavoidable circumstances may prevent you from fully participating in the GSP (in the way that individual mitigating circumstances (IMCs) may prevent students from completing an academic assessment). If you are unable to fully participate in the GSP for such reasons, you must inform the GSP Team by emailing gold@bath.ac.uk as soon as reasonably practicable.
 - a) We reserve the right to request that you provide suitable evidence of your circumstances.
 - b) We will consider these circumstances on an individual basis and we will endeavour to be sympathetic if we deem that the circumstances are unforeseen and out of your control. Events and conditions that are not normally accepted as IMCs are unlikely to be accepted as reasons for failing to participate in the GSP.
 - c) If you fail to attend consecutive GSP events/activities or fail to complete other requirements, and do not respond to emails, we may contact your department and/or Student Services to check whether you are still at the University. If we have concerns, we will report this to Student Services, to ensure that appropriate Missing Students procedures are followed and that you are offered support if needed.

2. Failure to fully participate in the GSP, causing disruption to GSP activities, behaviour that could bring the GSP into disrepute, or behaviour that causes significant operational difficulties may lead to a warning or direct referral to the GSP Scholar Monitoring Panel. Please see the Gold Scholarship Programme Policies and Procedures document for full details.

3. The GSP Scholar Monitoring Panel consists of the Scholarships and Bursaries Enrichment Manager, the Scholarships and Bursaries Enrichment Officer, the Scholarships and Bursaries Manager and at least one representative from DDAR. This panel meets regularly to monitor the progress of scholars and, if you are referred, will decide whether you will be allowed to continue on the GSP, continue on the GSP with specified conditions, or whether you will be removed from the programme.
 - a) You may be required to attend the panel hearing.
 - b) You will be informed of the outcome in writing.
 - c) The Panel's decision is final and there is no right of appeal.

4. If you are removed from the GSP, you will be automatically transferred to the University of Bath Bursary.
 - a) You will not normally be required to repay any funds.
 - b) Your next tranche of funding payment will be at the lower rate as paid to University of Bath Bursary recipients.
 - c) You will no longer be invited to participate in GSP events and activities.

D. Requesting to leave the GSP

1. If you are unable to continue on the GSP, please arrange a meeting with the GSP Team to discuss your concerns.

2. If following that meeting, you would like to leave the GSP, please confirm this to the GSP Team by emailing gold@bath.ac.uk.

3. You will receive formal confirmation that you have left the GSP and you will be automatically transferred to the University of Bath Bursary.
 - a) You will not be required to repay any funds.

- b) Your next tranche of funding payment will be at the lower rate as paid to University of Bath Bursary recipients.
- c) You will no longer be invited to participate in GSP events and activities.

E. Publicity, photography and filming

1. Your name, the name of your scholarship, and excerpts from your application, survey responses, any reports or letters you provide for your donor may be used in online and print materials to promote and publicise the impact of our philanthropic scholarships. We will contact you before we use any material that could identify you as an individual.
2. We will take photographs and short films of GSP events and activities, and we will encourage you to submit your own photographs and films of your life as a Gold Scholar. Unless you contact us, as outlined below, by participating in the GSP, you will be providing your consent to the University holding and processing such images.
3. These photographs and films may be used for publicity and promotional purposes for the GSP or for the University of Bath in a wide variety of formats. This may include hard copy literature (such as funding leaflets, the University Prospectus, or newsletters to donors), web pages and social media platforms.
4. If you do not wish for your image to be used, please write to the GSP Team (gold@bath.ac.uk) to state this. If you do contact us, please be advised that whilst we will endeavour to ensure that your images will not be used going forward, we will not be able to prevent it from being used in materials that are already in circulation.

F. Complaints

1. If you have a complaint about the GSP, please refer to the University Student Complaints Procedure (www.bath.ac.uk/university-secretary/guidance-policies/studentcomplaints.html). In the first instance, please discuss your concerns informally with the GSP Team and we will do our best to work with you to resolve these.

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