



ACCESS RGU Ardmuir Scholarship

Information &  
Guidance

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## Introduction

The Widening Access Department, in collaboration with The RGU Foundation, offer Access RGU Scholarship opportunities to those who are highly motivated and keen to succeed both academically and professionally.

The Ardmuir Access Scholarship includes the same standard all-inclusive offering free Wi-Fi, all appliances, 24/7 maintenance support, free parking, contents insurance, and it will include all utility bills - all at no cost to the chosen 14 student students, with compliance with the Donor's standard terms and conditions.

The scholarship package includes the provision of tailored, 1-1 study skills support, guidance and information from a designated staff member of the Widening Access Department. This includes supporting students to engage in reflective learning during their studies as well as signposting students to other support services as required.

More information about the Access RGU Scholarships can be found by visiting:

<http://www.rgu.ac.uk/future-students/finance-and-scholarships/scholarships/Access-rgu-scholarships/>

## Eligibility

Access RGU Scholarships are available to applicants who are traditionally under-represented in higher education and meet **ALL** of the following criteria:

- Enrol **full time** in your chosen undergraduate degree programme at RGU
- Be Scottish domiciled, classed as a 'home fees student' or classed as an RUK student
- Have not already obtained a first degree

In addition, applicants must meet **AT LEAST ONE** of the following criteria at the point of applying to RGU:

- Reside in a postcode area which is regarded by the Scottish Government as being within the 20% (Quintile 1) most deprived regions of the country as categorised by Scottish Index of Multiple Deprivation (SIMD).
- Reside in a low-income household (in receipt of Educational Maintenance Allowance or eligible to claim SAAS bursary i.e., household income below £34,000)
- Have spent time as a Looked After Child or looked After and Accommodated Child, be that at home, in residential, foster or kinship care
- Are currently caring, unpaid, for a friend or a family member who due to illness, disability, a mental health problem or an addiction, cannot cope without your support
- Are an estranged student, studying without the support and approval of a family network

## Verification of Eligibility

Data from UCAS application forms will be used to verify, where applicable:

- Postcode (to verify the residency within the 40% most deprived regions of the country as categorised by Scottish Index of Multiple Deprivation (SIMD))

In order to meet the 'low income household' criteria, you must provide the following supporting documentation:

- SAAS Award letter OR
- SAAS application for a bursary or loan including supporting documentation OR
- Evidence of receipt of Educational Maintenance Allowance.

## Privacy Policy

Access RGU is committed to ensuring your privacy is protected in relation to the General Data Protection Regulation (GDPR). Information provided will be treated in the strictest of confidence and only necessary parties will have access to information provided in the application.

The RGU Foundation, in association with Access RGU, carries out charitable work on behalf of the university. This may involve contacting local businesses and Alumni of the university in order to generate revenue for philanthropic purposes.

From time to time we may wish to use the information provided on your application form in order to generate revenue for future endeavours such as providing further funding for underrepresented groups. Where your information is used, RGU will do its utmost to ensure this information remains anonymous and in keeping with GDPR.

Students who are successful in securing an Access RGU scholarship may be invited to share their experiences at events either on or off campus, and via university marketing platforms.

## Submitting the Application

- Application forms and supporting documents should be completed by **1<sup>st</sup> August 2022** and submitted to [access@rgu.ac.uk](mailto:access@rgu.ac.uk). Paper copies or incomplete applications will not be accepted.
- Please provide as many **supporting documents** as possible:
  - SAAS letters may take the form of your SAAS award letter or SAAS application form **with** accompanying documents. Please scan and save in the following format <<namesaas.doc>>, for example, <<**johnsmithsaas.doc**>>
  - EMA letters may take the form of correspondence confirming your award of EMA. Please scan and save in the following format <<nameema.doc>>, for example, <<**johnsmithema.doc**>>

## How to apply

Applicants only need to apply once and the scholarship will last the duration of their course of study.

Applicants for the Scholarship must have met the entry requirements of their UCAS offer from Robert Gordon University and have formally accepted the offer. Applicants must also have met at least one of the ACCESS RGU scholarship eligibility criteria.

Full details of the selection criteria is available with the application form:

## Contact Details

For more information about ACCESS RGU Scholarships or other Widening Access offers, please visit <http://www.rgu.ac.uk/Access-rgu>. Or, alternatively, contact us at:

Name: Connor Anderson

Email: [access@rgu.ac.uk](mailto:access@rgu.ac.uk)

## Notes

- ACCESS RGU Scholarships are only available to full-time students for the duration of their undergraduate degree.
- Scholarships are not available to those studying for a qualification that is the equivalent level, or lower than one already attained.
- Scholars must fully commit to participate in the support process provided by the Widening Access Department.
- RGU reserves the right to withdraw a scholarship from anyone who is found to have misled the University about any aspect of their eligibility and to seek repayment of any scholarship payment already made by appropriate means.
- If a student changes to a different programme of study, their eligibility for a scholarship will be reviewed and the scholarship may be withdrawn.
- A student in receipt of a scholarship award who withdraws from their programme prior to completion will not normally be requested to repay scholarship payments (where applicable) made up to the point of withdrawal. Entitlement to all remaining future scholarship payments and/or adjustments, however, will cease with immediate effect.
- A student who takes a period of temporary withdrawal (abeyance), and who is in receipt of a scholarship award, would cease to receive scholarship payments (where applicable) whilst temporarily withdrawn. Scholarship payments made prior to temporarily withdrawing will not generally be requested to be repaid, and remaining payments would generally be paid should the student return to complete their study within a reasonable time period.
- Periods of temporary withdrawal that result in repeat or extended periods of study are not supported by additional scholarship payments (where applicable). Scholarship entitlement is for the maximum duration of each award and entitlement is not extended if overall course duration alters.
- Should a student be suspended for any reason, scholarship payments would be withdrawn (where applicable) and consideration of reinstatement will be dependent on the disciplinary outcome.



# Appendix 1: Access RGU Ardmuir Scholarship Application Form 2022/23

Please read the Information and Guidance Note before completing this form.

## Section 1: Personal Details

Office use only

|  |         |       |  |     |    |
|--|---------|-------|--|-----|----|
| Name:  |         |       |  |     |    |
| Phone Number:  | Mobile: | Home: |  |     |    |
| Home Address:  |         |       |  |     |    |
| How long have you lived at this address?   |         |       |  |     |    |
| If less than three years, please provide details of all addresses lived at for the past three years: |         |       |  |     |    |
| Email Address:   |         |       |  |     |    |
| UCAS Application Number:   |         |       |  |     |    |
| Have you received an offer of a place at RGU?  | Yes     | No    | Have you accepted the offer?                                       | Yes | No |
| Your chosen degree course of study commencing September 2022:  |         |       |  |     |    |
| What stage will you commence your degree?<br>E.g. Year 1, Year 2, Year 3.                            |         |       |  |     |    |
| Have you previously studied for an undergraduate degree or other higher education qualification?     | Yes     | No    | If yes Please give details:  |     |    |
| Do you qualify under the low-income criteria (see guidance note)                                     | Yes     | No    |  |     |    |
| Have you applied to SAAS for a bursary or loan?  | Yes     | No    | <b><i>If yes, please email your award letter as instructed</i></b> |     |    |
| If not, why?   |         |       |  |     |    |

|  |     |    |  |  |
|--|-----|----|--|--|
| Have you applied for any additional funding e.g. another scholarship or trust fund?  | Yes | No | If yes please give details:  |  |
| Are you, or have you been, in receipt of Educational Maintenance Allowance?  | Yes | No | <b><i>If yes, please email your award letter as instructed</i></b> |  |
| Have you spent time as a Looked After Child or Looked After and Accommodated Child, be that at home, in residential, foster or kinship care?                             | Yes | No |  |  |
| Are currently caring, unpaid, for a friend or a family member who due to illness, disability, a mental health problem or an addiction, cannot cope without your support? | Yes | No |  |  |
| Are an estranged student, studying without the support and approval of a family network?   | Yes | No |  |  |

## Section 2: Education

Please give full details of your education and qualifications:

| School/College | Subject | Grade achieved | Date |
|----------------|---------|----------------|------|
|                |         |                |      |

### Section 3: Employment details

Please give details of any periods of employment you have had to date including part time/summer jobs or voluntary positions held:

| Name of employer | Nature of work | Full time or part time? | Dates<br>From | To |
|------------------|----------------|-------------------------|---------------|----|
|                  |                |                         |               |    |

### Section 4: Other achievements

Please give details of any achievements or positions of responsibility e.g. school prefect, committee member etc.:

## Section 5: About You

Access RGU Scholarships are awarded on the basis of academic merit, personal characteristics, deprivation or financial hardship. Please tell us, in no more than 1,000 words, why you should be considered for the scholarship and what difference it would make. Please make full use of the 1,000 word limit.

*Please do not enclose a copy of your UCAS personal statement in lieu of completing these sections.*

## Section 6: Declaration

I confirm that the information given on this form is true and correct to the best of my knowledge. Any false statement may be sufficient cause for rejection or the bursary being removed at a later stage.

|                |              |
|----------------|--------------|
| <b>Signed:</b> | <b>Date:</b> |
|                |              |

*Please type your name in the space provided above. You are not required to print the form.*

In order to qualify under the 'low income criteria' we may need to contact SAAS in order to confirm that you meet this condition. Please print your name below to confirm that you consent with this information being shared with RGU.

|                |              |
|----------------|--------------|
| <b>Signed:</b> | <b>Date:</b> |
|                |              |

*Please type your name in the spaces provided above. You are not required to print the form.*

**Please submit your application and supporting documents to [access@rgu.ac.uk](mailto:access@rgu.ac.uk) by the 1<sup>st</sup> August 2022**

### Supporting documents:

- SAAS Award letter **OR**
- SAAS application for a bursary or loan including supporting documentation **OR**
- Evidence of receipt of Educational Maintenance Allowance or free school meals.

## Contact Us

For more information about ACCESS RGU Scholarships or other Widening Access offers, please visit <http://www.rgu.ac.uk/Access-rgu>.

Alternatively, you can contact us at:

Name: Connor Anderson

Email: [access@rgu.ac.uk](mailto:access@rgu.ac.uk)