UGS Scholarships (PGR) 2024 -25

Terms & Conditions

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These Terms and Conditions apply to postgraduate researchers taking up the University Graduate School (UGS) PGR Scholarships until the end of the Academic Year [July] 2025.

**1. Definitions**

1.1 “Academic Year” means the University’s year of academic study

1.2 “Leave of Absence” means a recognised and authorised break from studies approved in accordance with the University’s Code of Practice on Leave of Absence Procedures

1.3 “Postgraduate Researcher” means a normally registered or thesis awaited research student studying on a research degree at the University

1.4 “Scheme” means the University’s University Graduate School Scholarships initiative

1.5 “Scholar” means a Postgraduate Researcher in receipt of a Scholarship

1.6 “Scholarship” means the Scholarship payment made to a Scholar pursuant to the Scheme

1.7 “The University” means the University of Birmingham, Edgbaston, Birmingham B15 2TT.

**2. Award**

2.1 Whenever the University agrees to award a Scholarship to a Scholar these Terms and Conditions shall apply unless otherwise expressly excluded in whole or in part.

**3. Payment**

3.1 Payment of the Scholarship will be made in monthly instalments to a bank account held by the Scholar.

3.2 The University reserves the right to withhold payment of all or part of the Scholarship in the event that the Scholar has failed to pay the tuition fee charges for the Academic Year (or failed to make arrangements for such payment acceptable to the University).

**4. Termination**

4.1 In any of the circumstances set out in this clause below the Scholarship shall be withdrawn and the University shall make no (or no further) payments of the Scholarship:

4.1.1 The Scholar permanently leaves the University due to illness (whether or not following a Leave of Absence).

4.1.2 The Scholar leaves the University voluntarily for reasons other than illness.

4.1.3 The Scholar is required to withdraw from the University pursuant to disciplinary or fitness to practise proceedings.

4.1.4 The Scholar otherwise fails to complete satisfactorily the requirements of their programme of study.

4.1.5 The Scholar fails to meet the minimum delivery requirements detailed in clause 6 below.

4.1.6 The Scholar submits their thesis

**5. Leave of Absence**

5.1 In the event that the Scholar takes, or is required to take, a Leave of Absence during the Scholarship, Scholarship payments will continue for up to 4 weeks within the Scholarship period.

5.2 If the Scholar fails to return to the University after a Leave of Absence then the provisions of clause 4 above will apply.

**6. Minimum Delivery**

6.1 Between September and December all Scholars will be required to support and contribute to University Graduate School Welcome activities and to lead delivery of at least one Scholar activity.

6.2 If assigned to the Postgraduate Research Festival Committee, Scholars are expected to attend committee meetings and lead on an area of delivery.

6.3 Between January and July Scholars not on the Postgraduate Research Festival Committee are expected to lead or co-lead delivery of one activity per month.

6.4 Throughout the Academic Year, Scholars are required to work closely with the University Graduate School to plan and deliver a calendar of regular engagement activities.

6.5 Throughout the Academic Year, Scholars are required to engage the PG community on social media, in newsletters and online platforms and support the promotion of all University Graduate School community engagement activities.

6.6 Throughout the Academic Year, Scholars are required to attend UGS Scholar meetings hosted by UGS.

6.7 Throughout the Academic Year, Scholars are required to contribute to relevant projects by advising on the PGR experience at UoB.

**7. Miscellaneous**

7.1 The Scholarship lasts for a twelve-month period.

7.2 Existing Scholars will be offered the opportunity to re-apply for a Scholarship in the next academic year, but the majority of Scholarships will be reserved for postgraduate researchers new to the Scheme.

7.3 Returning Scholars must meet all terms and conditions for the year of the Scholarship they re-apply.

7.4 Terms and conditions will continue to apply if the University Graduate School undergoes any change of name.

7.5 Returning Scholars must apply for a scholarship in line with new applicants, and must score sufficiently highly on application and at interview to progress.

7.6 A Scholar may be eligible to receive any other scholarships or bursaries offered from time to time by the University, subject to the terms and conditions for those awards.

7.7 Any dispute or complaint arising in connection with the Scheme should in the first instance be addressed in writing to the Director of Student Affairs.