

The Memorial Scholarship

Theology & Religious Studies 2019-20

Guidance Notes

The Memorial Scholarship is awarded to academically talented applicants (as assessed by their School). A maximum of £1,250 is available to award between successful applicants in each academic year.

Eligibility is restricted to:

- Postgraduate research students, full-time or part-time, holding an offer to study or already admitted to the MRes in Theology/Religious Studies or PhD in Theology/Religious Studies and undertaking research in Hebrew Bible.

Who:

- are considered academically talented by their School.
- are/will be registered and attending the University of Nottingham (UK Campus)

Additional factors taken into consideration:

- difficulties/challenges which you have faced or expect to have to overcome as you work towards your degree (e.g. Ill health, a disability).
- Additional responsibilities or commitments you have (e.g. Having to care for a family member, Voluntary/Charity work).

As this is a competitive scholarship we would encourage you to highlight any additional factors you wish to be taken into consideration in your answer to question 6 on the application form. Completed applications should be submitted to the Funding and Financial Support Team, by scanning and emailing them to bursaries@nottingham.ac.uk, by **30th August 2019**.

Applications will be passed to your School for assessment and any additional factors you have included will be taken into consideration. You will receive email notification of the outcome of your application within four working weeks of the closing date.

Please note, your University email account will be used to contact you in the event of any queries relating to your application.

Financial Support

If you feel that you are struggling to manage financially you may find it helpful to visit the University's Funding & Financial Support Team website: www.nottingham.ac.uk/financialsupport

The Memorial Scholarship Theology & Religious Studies 2019-20

Please read the accompanying guidance notes carefully before completing the form.

Personal Details

Full name

Student reference number

Full correspondence address (inc. postcode)

Telephone number

E-mail address

1. Dependants, please list anyone in your household who is financially dependent.

2. Do you have a disability or other chronic medical condition? Yes ☐ No ☐

If yes, please give further details below

Details of your Course

3. Course Title

4. Year of study

1

2

3

4

Full time

Part time

5. Month/Yr course began

Month/Yr expected completion

6. If you would like to add further information in support of your application please do so here (attach additional sheets if required):

Data Protection and Confidentiality: All information and supporting documentation supplied by you with this application will be used for the sole purpose of assessing your application. Your application and some related information, including the outcome of the application, will be held and maintained in accordance with the provisions of General Data Protection Regulation (GDPR). The data will not be passed to any other third party without your consent, except when the University is required to do so by law. For our full Data Protection and Confidentiality Statement, please see <https://www.nottingham.ac.uk/student-services/support/financial-support/data-protection.aspx>

Please read the following declaration then sign and date to confirm you agree with and understand it:

I confirm that the information supplied is correct and agree that I will supply the University with any further verification of details that they may require. I understand that giving false information may constitute a fraudulent application and could result in disciplinary action being taken against me.

Signature Date

Applications will be accepted until 30th August 2019

We will acknowledge receipt of your application by email to your University email account within 3 days of receipt. If you do not receive an acknowledgement of receipt, please contact the Funding & Financial Support Team prior to the application deadline. We cannot deal with queries relating to lost applications received after this deadline.

Please scan and email the completed form and documents to:
bursaries@nottingham.ac.uk

If you would like to submit the form by an alternative method please contact the Funding and Financial Support team to discuss this on 0115 823 2071

You will be notified by email of the outcome of your application within four working weeks of the 30th August 2019 closing date.

How to appeal

If you are unhappy with the outcome of your application you should initially contact the Funding & Financial Support team to discuss your concerns (see contact details above).

If after an explanation of the assessment you believe there has been an error or procedural inconsistency and you wish to appeal you should email the Funding Manager detailing the basis of your appeal. Please send your email to john.hudson@nottingham.ac.uk and copy in financialsupport@nottingham.ac.uk

Appeals must be lodged **within 2 weeks** of the date of the email notifying you of the initial outcome. You will be contacted within 7 working days of receipt of the appeal with confirmation of the outcome of the appeal. Please note that the Funding & Financial Support Management's decision on appeals is final.

Details about the Funding & Financial Support appeal process can be requested from the team at any point and this does not affect your right to raise an official complaint. Further details can also be found at:

<https://www.nottingham.ac.uk/student-services/support/financial-support/Appeals.aspx>