

# Terms & Conditions for Imperial College Awards

## Successful award recipients Terms & Conditions

1. By agreeing to the terms and conditions you are entering into a formal contract between yourself and Imperial College London.
  - a. The award is subject to you fulfilling any outstanding conditions of admission before you are able to register.
  - b. Funds will only be released once you have registered at College for the academic year.
  - c. All scholarship and bursary payments will be made to a UK bank account held on your [Student e-Service account](#).
  - d. It may take a few weeks to set up your UK bank account; you should therefore have sufficient funds to cover your living expenses during this initial period.
  - e. **Payments:**
    - i. New undergraduate student payments will commence from 7 November.
    - ii. Continuing and all postgraduate student payments will resume from 7 October and your monthly payment dates are the 7th day of each month; bank details should be updated before midnight on the 23rd day of the previous month to ensure payment is not delayed. If the 7<sup>th</sup> falls on a weekend you will receive payment on the preceding Friday.
2. All Imperial scholarships are subject to satisfactory academic progression. If the duration of your scholarship is longer than 11 months, your eligibility for the award will be reviewed annually and supporting evidence may be shared with named donors in order to verify continued eligibility.
3. Award recipients may be expected to meet with donors. Unfortunately travel costs are not always able to be reimbursed so please check.
4. Awards will not generally be made to those already holding a full scholarship from another source. A full scholarship is one which covers your tuition fees and your maintenance costs (as indicated by the College's cost of living index as a minimum).
5. You must immediately inform the Student Financial Support team, and/or any other department which has offered you an award, if you are granted more than one award, even if you have already accepted our award. If you wish to hold several partial awards concurrently, this will be considered on a case-by-case basis.
6. Applicants wishing to study at UK partner institutions are not eligible for Imperial College London scholarships.
7. If you are in receipt of an award to study that is restricted to students on the basis of nationality or residency outside of an EEA state; in accordance with the Equality Act 2010, you must not intend to exercise the skills you have obtained as a result of your training at the College in the United Kingdom.

## Imperial Bursary

8. To be eligible to receive an Imperial Bursary you must have been assessed for means tested funding from Student Finance England (or an equivalent funding authority) and have a household income below the Imperial household income threshold for your cohort. You must contact us if you feel you have been incorrectly assessed. Any previous study may affect your entitlement to the Imperial Bursary.
9. To be eligible for the Imperial Bursary, we must receive your household income from the Student Finance England by **1 May** following the start of your academic year.

10. You must consent to allow Student Finance England (or your relevant funding authority) to share your household income data with Imperial College London.
11. The College reviews household income information on an annual basis. A change in your household income may result in a change in your Imperial Bursary. Any overpayments will be reclaimed and we will discuss a re-payment plan with you.
12. The Imperial Bursary is available for each year of your programme, excluding repeat years of study and NHS funded years for Medical programmes, a year in industry or a year abroad. If you change from a three year to a four year programme at Imperial you will be awarded a further year's bursary.
13. Students on paid placements may not be eligible for the Imperial Bursary and should discuss their eligibility with the Student Financial Support team.

#### Research students

14. Students who progress into the *Writing up* phase of their PhD (also known as *Completing Research Status*) may continue to receive funding for up to 12 months unless they are no longer solely engaged with writing up their thesis.
15. If you have been offered funding by the Research Councils, please ensure that you have read the most up-to-date postgraduate funding guide; you will need to adhere to the terms and conditions laid out there ([www.rcuk.ac.uk](http://www.rcuk.ac.uk)) in addition to Imperial College's Terms and Conditions.

#### Change to your programme or student status

16. Deferrals, withdrawals and interruption of studies (IoS)
  - a. You must inform the Student Financial Support team immediately of any interruptions to your study, particularly if they are likely to affect your attendance and registration status at College. If you are not registered at the College your funding will stop.
  - b. If you withdraw from your programme or take an IoS you must notify us immediately by [contacting us here](#). If you take an IoS your scholarship and/or bursary may be postponed until you re-register.
  - c. If you repeat a year of study your scholarship and/or bursary may be postponed until you progress onto the next year, or the scholarship and/or bursary may be stopped completely and not re-started so please check.
  - d. Bursaries and scholarships are not transferable. If you transfer between programmes or to another institution or withdraw from College, any payments due to you may be cancelled and any overpayments are recoverable.
  - e. Awards cannot be deferred to the next academic year. If you defer your studies you will need to re-apply for the award.
17. The Student Financial Support team may, at any time, withdraw or recover an award for breach of any of these conditions.

#### Data Protection

18. Information on students is shared within the Imperial College community and donors (only where applicable and relevant to your award) in accordance with the Data Protection Act 1998.

#### Notice period before changes to Terms and Conditions

19. These terms and conditions are reviewed before registration annually to ensure fairness and transparency.
20. These terms and conditions are the formal rules which regulate centrally funded awards. There is no appeals procedure associated with funding from the Student Financial Support team; however you are welcome to [contact us](#) to hear the reasoning behind our decision.

Escalation Process

21. If you would like to comment on the service you have received from the Student Financial Support team or you want to discuss any decision taken by the team, please contact the Student Financial Support Manager confidentially at [sfs.feedback@imperial.ac.uk](mailto:sfs.feedback@imperial.ac.uk). We will aim to resolve any issues within five working days.