



Abertay University

SCHOLARSHIP GUIDANCE

SCHOLARSHIP DETAILS

Name of Scholarship	The Norman Fraser Design Trust Scholarship
Decision Making Panel <i>Decision panel members may access your student record and utilise their knowledge of your academic performance as part of the decision making process.</i>	Representatives from : Norman Fraser Design Trust

SCHOLARSHIP BACKGROUND AND INFORMATION

The Norman Fraser Design Trust will award three Scholarships of £1,000 to full time students at Abertay University studying towards **BEng/MEng (Hons) Civil and Environmental Engineering**. Applicants must be entering year four of the course.

The scholarship is designed to alleviate financial hardship to students from areas of multiple deprivation, however students who are academically bright and driven with ambition to work in the civil engineering sector will also be considered. Students must demonstrate in their application why they have chosen to study a civil engineering degree and how they will benefit from the scholarship. The final decision will take in account of the student's motivational, academic and financial circumstances. **Applications from students resident in areas of multiple deprivation in Tayside will be prioritised.**

ELIGIBILITY CRITERIA

To be considered for this scholarship students must meet **all** of the following criteria. The student must be:

- Commencing year 4 of the **BEng/MEng (Hons) Civil and Environmental Engineering** course at Abertay University in September 2019.
- Able to demonstrate a financial need for support in the application form
- Able to demonstrate why they have chosen to study civil engineering and want to work in this industry.
- Be resident within the Tayside area (Areas include Dundee, Angus, Fife, Perth & Kinross)
- Willing to meet the award conditions set out below

WHAT KIND OF FUNDING IS AVAILABLE?

Successful applicants will receive an award of £1000 paid over 2 instalments in the 2019/20 academic year as follows.

First instalment: 31st October 2019 - £500

Second instalment: 31st March 2020 - £500

AWARD CONDITIONS

Applicants must be willing and able to meet all of the following award conditions if successful:

1. To submit a short report to the donor on how the scholarship has benefited you and about your chosen degree by 1st April 2020 . Emailed directly to Nazhat Ahmed, Development Officer n.ahmed@abertay.ac.uk
2. To write a Thank You letter addressed to the Award Donor
3. To give permission for elements of your report and Thank You letter to be quoted for promotional materials
4. To meet with the Donor at the Donors request
5. To take part in promotional activity relating to this Award

HOW CAN I APPLY?

Applications may be downloaded and completed on a device or printed and completed by hand. A typed signature may be accepted where the application has been completed electronically.

Applications must be submitted with the **supporting evidence** detailed below.

EVIDENCE AND DEADLINE

Closing date: Monday 16th September 2019

The following evidence must be submitted to support your application.

An Academic Reference (i.e. from a Lecturer or Tutor) This must be a written/typed letter of support from your chosen referee and must be submitted by you along with your application. References should ideally be on headed paper or sent from a University or College staff email account.	<input type="checkbox"/>
Your Student Funding Award Letter (one of the following) <input type="checkbox"/> SAAS Award Letter (available in your online SAAS Account) <input type="checkbox"/> Student Finance Award Letter (all pages – usually available in your online Student Finance Account) <input type="checkbox"/> Other Sponsorship Award letter	<input type="checkbox"/>

APPLICATION SUBMISSION

Completed applications and evidence should be submitted to **the Advisory Service by email** from your student or university registered personal email address

Email Address: advisory@abertay.ac.uk

You will receive an automated response to confirm your email has been received. Please take this as confirmation of receipt. Applications will not be accepted from 3rd party email addresses.

Should you experience any difficulties scanning your application or evidence please contact SEZ for support.

APPLICATION QUERIES AND ASSISTANCE

Staff in the Advisory Service can offer support and guidance with the application process including:

- Feedback on the first draft of your personal statement by email or at a drop In
- Application checking face to face at a Drop In
- Advice on where to look for opportunities
- Eligibility queries for awards that we administer
- Evidence queries

*Please make contact at **least 4 weeks before the application deadline** to ensure that there is adequate time for a member of staff to look at your email and for you to make alterations based on the feedback provided.*

See our '**Scholarships and Bursaries Application Guide**' for advice on how to make a strong application:
<https://intranet.abertay.ac.uk/support/student-services/advisory/funding/scholarships-and-trusts/>

To check the available **drop in times** use the link below or call SEZ on 01382 308833:
<https://abertayconnectservices.abertay.ac.uk/home.html>

Email queries may be sent to advisory@abertay.ac.uk however please allow time for a response and consider other means of contact in the first instance if your query is time sensitive.

WHAT HAPPENS NEXT?

All applicants will be notified of the outcome of their application by email at the earliest opportunity.

Students are responsible for making sure their application forms are complete and that the supporting evidence meets the application criteria. **Incomplete applications will not be considered.**

The Advisory Service

Student Services | Bernard King Library | Abertay University
Bell Street | Dundee | DD1 1HG

E: advisory@abertay.ac.uk
T: 01382 308833 (SEZ Helpdesk)

