



# Abertay University®

## SCHOLARSHIP GUIDANCE

### SCHOLARSHIP DETAILS

Name of Scholarship	<b>H &amp; A Scott Scholarship</b>
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>	A representative from : Dundee Business School A representative from : Alastair Scott (Donor)

### SCHOLARSHIP BACKGROUND AND INFORMATION

The H & A Scott Scholarship will be awarded to one 3<sup>rd</sup> year student on the Marketing and Business, Business and Human Resource Management, Business Management or Accounting and Finance degrees.

The student that can demonstrate that they are committed to their studies, driven, ambitious, keen to work in the marketing /business/finance sector, and most importantly, wants to take part in work placement whilst at university will receive the scholarship.

All students who are interested in applying to the work placement module in 3<sup>rd</sup> year are eligible to apply for the scholarship even if they have not received their work placement confirmation yet. This is so that student can plan their finances in advance before they apply for work placement. If the student chooses not to take up the placement, the scholarship will be offered to the next student that was selected by the Decision Making Panel.

#### **Further information - Alastair Scott**

Alastair Scott is a graduate and an Honorary Fellow of Abertay University. He is the donor of the Scott Prize which was initially set up by his father- Hubert Scott in 1961. The Scott Prize is given to the best student in the 1<sup>st</sup> year of the Marketing and Business degree.

### WHAT KIND OF FUNDING IS AVAILABLE?

A £1,275 scholarship will be awarded to one successful applicant. The award will be paid in two instalments.

**First instalment:** 31 January 2020 - £700

**Second instalment:** 31 March / 30 April 2020 - £575

## ELIGIBILITY CRITERIA

To be considered for this scholarship applicants must meet **all** of the following criteria:

- Be commencing year 3 of any of the following courses in September 2019
  - *BA (Hons) Marketing and Business*
  - *BA (Hons) Business and Human Resource Management*
  - *BA (Hons) Business Management*
  - *BA (Hons) Accounting and Finance*
- Be able to demonstrate a financial need for support in the application form
- Be planning to take part in the work placement module in Semester 2
- Be able to show that their academic grades have improved throughout their degree or that they have had consistently high marks in each year of study
- Be willing to meet the award conditions set out below

## AWARD CONDITIONS

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

1.	<i>To write a Thank You letter addressed to the Award Donor</i>
2.	<i>To give permission for elements of your Thank You letter to be quoted for promotional materials</i>
3.	<i>To meet with the Donor at the Donors request</i>
4.	<i>To take part in promotional activity relating to this Award</i>
5.	<i>To undertake a work placement opportunity in Semester 2</i>

## 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

Please complete the application form and submit with the evidence requested by the closing date as stated below.

### **Evidence to be attached:**

- A written Academic Reference i.e. from a Lecturer or Tutor (optional)
- Student Funding Letter of Award (SAAS / Student Finance award letter/ Other sponsor if applicable)

Closing date: **Monday 21<sup>st</sup> October 2019.**

## APPLICATION SUBMISSION

Completed applications and evidence should be submitted to the Advisory Service in one of the following ways:

### In person

Applications may be submitted in person at an Advisory Drop in session. Please allow time for your application to be checked by the member of staff receiving it.

### By Email

Applications may be sent from your student or university registered personal email address to [advisory@abertay.ac.uk](mailto: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 3<sup>rd</sup> party email addresses.

### By Post

Ideally applications should be submitted in person or by email however we can accept applications by post to the address below. Please be aware that there may be a delay in your application being received even if being sent by first class post.

Address: *The Advisory Service, Bernard King Library, Abertay University, Bell Street, Dundee, DD1 1HG*

## 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.*

To check the available **drop in times** or to make an **appointment** with a Student Advisor 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](mailto: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.

### The Advisory Service

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

E: [advisory@abertay.ac.uk](mailto:advisory@abertay.ac.uk)

T: 01382 308833 (SEZ Helpdesk)

