

## Financial Awards Schemes for University of Reading Malaysia from 2021/22

### Merit Based Scholarships – Terms and Conditions

#### 1. General Note:

- i. All the terms and conditions stated herein below for the various types of financial award are to be read in conjunction with the general terms and conditions.
- ii. Should there a conflict between the terms prescribed under the specific financial award with the terms indicated in the general terms and conditions, the terms prescribed under the specific financial award shall prevail.

#### 2. High Achiever's Scholarship

- 2.1. Students who demonstrate exemplary academic ability and results will automatically receive this scholarship.
- 2.2. Discounts of up to 30% off Year 1 tuition fees are available, depending on the level of achievement.
- 2.3. A breakdown of the Higher Achiever's Scholarship is as follows:

Academic Achievement	Scholarship awarded
SPM/IGCSE/O Level or equivalent qualifications: 7As to 8As	20% OFF Foundation Programme Tuition Fees
SPM/IGCSE/O Level or equivalent qualifications: 9As and above	30% OFF Foundation Programme Tuition Fees
A Level AAB / STPM AAB / IB 34 Points / CPU 80% / ATAR 92 / UEC 6A / Malaysian Matriculation CGPA 3.5 or equivalent qualifications	20% OFF Year 1 Undergraduate Degree Programme Tuition

UEC 7A / Malaysian Matriculation CGPA 3.75 or equivalent qualifications	25% OFF Year 1 Undergraduate Degree Programme Tuition
A Level AAA / STPM AAA / IB 35 Points / CPU 83% / ATAR 95 / UEC 8A / Malaysian Matriculation CGPA 4.0 or equivalent qualifications	30% OFF Year 1 Undergraduate Degree Programme Tuition Fees

### 3. Provost Scholarships

- 3.1. This scholarship offers the very best, high achieving students the equivalent of a 100% discount on fees.
- 3.2. A small number of awards will be available at each intake for students applying to Foundation and Undergraduate Programmes.

#### Applying for the Provost Scholarship

To apply for the Provost's Award:

- 3.3 The student must have received an Unconditional Offer from UoRM, communicated his/her acceptance and paid the RM2000 deposit which is deductible from the tuition fees when the student continues with his/her programme.
- 3.4 Students who meet the criteria for the highest High Achiever Award i.e., entitled to the 30% Scholarship will then be invited to submit a personal statement about their achievements and why they think they deserve the award.
- 3.5 In reviewing the applicant's personal statement, the shortlisting panel will consider each application primarily in terms of:
  - 3.5.1 The candidate's academic achievements to date;
  - 3.5.2 The candidate's previous extra-curricular activities and potential to contribute to the wider life of the University;
  - 3.5.3 The candidate's understanding of the programme s/he has applied for; and
  - 3.5.4 Any other relevant factors such as the candidate's financial circumstances may also be taken into consideration.
- 3.6 Shortlisted candidates will then be invited for a formal interview before the final awards are made.

## 4. Terms and Conditions

### 4.1 *Keeping your contact details up to date*

- 4.1.1 Any physical correspondence during the application process will be sent to the postal address provided by the student or for prospective students, to the address submitted in your scholarship application.
- 4.1.2 All current students are issued with a UoRM email account. This is the main way UoRM will communicate with you. It is essential that you check your UoRM email account frequently.
- 4.1.3 Current UoRM students must update their address details with the UoRM StudentServices.
- 4.1.4 Prospective students must inform the UoRM Admissions Officer of any change in name or address details.

### 4.2 *Acceptance of Scholarship*

- 4.2.1 All students offered scholarships will receive an offer letter together with these Terms and Conditions. You will be advised how to accept or reject your scholarship in your offer letter. If you do not complete the acceptance as instructed, your scholarship may be withdrawn.

### 4.3 *Scholarship value and payments*

- 4.3.1 Scholarship value - The total value of your scholarship is outlined in your offer letter.
- 4.3.2 Payment of scholarship - The scholarship will be paid directly into your tuition fees account with the University.

### 4.4 *Eligibility criteria of scholarships*

- 4.4.1 To be eligible, you must be applying to study at UoRM and applicants must hold and accept an unconditional offer from UoRM, and pay the RM2000 deposit (same).
- 4.4.2 Scholarships are awarded based on established eligibility criteria. You must meet the eligibility requirements to receive your scholarship payment. The eligibility requirements for each scholarship are outlined on the UoRM website: ([Scholarships - University of Reading Malaysia](#)).
- 4.4.3 You will be reassessed for eligibility prior to each payment. If UoRM determines that you do not meet the eligibility criteria or scholarship conditions at this or any other time, your scholarship may be suspended pending further investigation or terminated.
- 4.4.4 All scholarships are awarded on the basis that you enrol as a full-time student with UoRM and maintain an enrolled status in your course

of study. Your scholarship may be terminated if your enrolment status is inactive at census date.

- 4.4.5 Scholarship is non-transferable and only applies whilst the recipient remains a registered, full-time, active student for the duration of the programme.

#### 4.5 *Scholarship Duration*

- 4.5.1 All scholarships will be paid for the duration of study stated in your offerletter.
- 4.5.2 The scholarship granted will only cover the duration of your study at UoRM Malaysia Campus. The scholarship is NOT transferable to University of Reading UK campus.
- 4.5.3 Scholarships are payable in accordance with the following duration:
  - 4.5.3.1 Foundation programmes – for a period of one academic year
  - 4.5.3.2 Undergraduate programmes – for a period of minimum number of credit points required to complete the programme you are enrolled in at the time you receive your first scholarship payment.
  - 4.5.3.3 Your scholarship will not be paid for any additional credit points or advance standing.

#### 4.6 *Deferring your scholarship*

- 4.6.1 Scholarships may not be deferred to the following academic year unless you have received prior approval from UoRM to do so.
- 4.6.2 If you defer a scholarship offer and do not defer a course offer, your scholarship offer will be withdrawn.

#### 4.7 *Transferring your scholarship to another degree*

- 4.7.1 If you intend to transfer to a new course, you will need to seek permission and obtain consent first to ensure that your scholarship is also transferable.
- 4.7.2 Please note that approval is not guaranteed. Where changes are made without prior approval, the scholarship will be withdrawn, and you may be required to repay the scholarship in full.
- 4.7.3 Scholarships are not automatically extendable.
- 4.7.4 If approval is granted, then your scholarship would be transferable, but you will only be paid (for scholarships paid per

credit point) for the minimum number of credit points remaining for you to complete either the original course that the scholarship was awarded for or the new course – whichever is of shorter duration.

#### 4.8 *Discontinuing your course*

- 4.8.1 If you discontinue your course, your scholarship will be terminated.
- 4.8.2 Upon discontinuing your course and if you return to UoRM, you are required to reapply for scholarships and there is no guarantee that you will be reoffered the same scholarship.

#### 4.9 *Retaining your scholarship*

- 4.9.1 To retain your scholarship, you must:
  - 4.9.1.1 Maintain enrolment in an approved course at UoRM ; and
  - 4.9.1.2 Adhere to UoRM's academic and administrative policies.
  - 4.9.1.3 Any additional criteria as outlined in your offer letter and required by your Faculty/School in relation to the programme you are pursuing.

#### 4.10 *Academic Requirements for Scholarship Recipients*

- 4.10.1 You must meet the academic requirements imposed by your faculty, maintain full-time enrolment and meet the eligibility requirements of the scholarship.
- 4.10.2 Your academic progress will be reviewed each year, to assess your eligibility for your scholarship in the following year.
- 4.10.3 To continue receiving your scholarship in Years 2 and 3, you will normally be **required to obtain a Weighted Average Mark (WAM) in the 1st class range (70%++) in the previous year**
- 4.10.4 Your WAM is the average mark received across all modules taken in that academic year, weighted by the credit loading of each module. WAM marks take into account any exemptions or remissions granted through the Extenuating Circumstances process.
- 4.10.5 Your WAM will be accessed as generated via the student administration system as endorsed by the Exam Board.

#### 4.11 *Contribution Expectations of Scholarship Recipients*

- 4.11.1 A Scholarship recipient is an Ambassador for UoRM during the course of your studies.
- 4.11.2 Your contributions would be determined by the type of scholarship you have obtained from UoRM.
  - 4.11.2.1 **A Provost Scholar is required to complete annually a minimum of 4 tasks** from Schedule 1 (at least two tasks each from categories A and B respectively)
  - 4.11.2.2 **A High achiever scholar is required to complete a minimum of 2 tasks** from Schedule 1 (at least one task each from categories A and B respectively)

4.11.3 Scholarship holders are required annually to prepare a report in the template format provided in Schedule 2 and for submission via email to the Scholarship Office.

#### 4.12 *Your role as a Student Ambassador*

4.12.1 As an Ambassador of the University, scholarship recipients should at all times:

4.12.1.1 Adhere to the University of Reading's [Student Charter](#).

4.12.1.2 Exhibit leadership qualities that are wholly positive.

4.12.1.3 Continue to work hard on their academic courses and ensure that their level of effort is at least satisfactory in all subject areas.

#### 4.13 *Scholarship termination*

4.13.1 UoRM may terminate your scholarship if you have:

4.13.1.1 Discontinued from your course or have inactive enrolment;

4.13.1.2 Failed to meet the eligibility criteria and conditions of your scholarship;

4.13.1.3 Failed to maintain satisfactory academic progress;

4.13.1.4 Failed to engage in or uphold your role as an Ambassador of UoRM;

4.13.1.5 Been suspended or excluded for misconduct under UoRM statutes and regulations;

4.13.1.6 You provide incorrect, false or misleading information or withhold relevant information; or

4.13.1.7 Been made an incorrect scholarship offer as determined by UoRM in its sole discretion.

#### 4.13.2 Consequences of termination

4.13.2.1 If a student withdraws/is requested to withdraw from study before completing their chosen course at UoRM, they are responsible for repaying all monies received unless there are extenuating circumstances.

#### 4.14 *Repayment of your scholarship*

4.14.1 You are required to repay your scholarship within 4 weeks of receiving the payment if:

4.14.2 The payment is made to you in error or you have been overpaid

4.14.3 You are no longer enrolled in the semester the scholarship is paid

4.14.4 You do not meet the conditions of the scholarship or are ineligible for the scholarship (including situations where you have provided false information under 4.13.1.6); or

4.14.5 You have been made a scholarship offer in error.

# SCHEDULE 1 - LIST OF RECOGNISED TASKS FOR COMPLETION BY THE SCHOLAR

## Category A\*:

1. Produce a testimonial write-up of not more than 800 words together with a recent photo; a template will be provided to you for this purpose.
2. Prepare a short essay of not more than 800 words on a topic related to their future career plans.
3. Create a short video of no more than 10 minutes that describes your experience as a student at UoRM; this may be done individually or jointly with other scholars.
4. Participate in an official UoRM video or photo shoot activity (if any is planned).

\* Materials obtained could be used for promotional purposes for publication on UORM social media, marketing collateral, university-owned platforms and other media-related platforms that the university is partnered with.

## Category B:

1. Participate and support the university's Welcome Week
2. Participate and support in one or more recruitment events/activities held on campus.
3. Lead / Participate in a CSR event held in collaboration with UORM and/or RUMSA
4. Conduct an outreach activity in your alma-mater secondary school. (note: prior discussions should be carried out with the student recruitment team and/or school and approvals obtained before engaging in the proposed outreach activity)

## Note:

- A *Provost Scholar* is required to complete annually a **minimum of 4 tasks** from Schedule 1 every Academic Year to be completed before the end of the 2<sup>nd</sup> term.
  - Two tasks from Category A
  - Two tasks from Category B

- A *High Achiever Scholar* is required to complete annually a **minimum of 2 tasks** from Schedule 1 every Academic Year to be completed before the end of the 2<sup>nd</sup> term.
  - One task from Category A
  - One task from Category B



## **SCHEDULE 2 – REPORT TEMPLATE TO BE SUBMITTED ANNUALLY BY THE SCHOLAR TO THE SCHOLARSHIP SECRETARY**

**Note: can we do this electronically via email with attachments**

**You are required to submit an email from your university account to the Scholarship Office (email address to be provided) before the end of term 2 of each Academic Year with the following details:**

- **Your Student ID and name (as per your ID)**
- **Programme enrolled in**
- **Year of study**
- **Please indicate whether you are a) Provost Scholar or b) High Achiever Scholar**
- **Attachment for Task 1 – Category A activity**
- **Attachment for Task 1- Category B activity (include relevant details such as event date and time and supporting evidence such as photos).**
- **For Provost Scholars only**
  - **– Attachment for Task 2 – Category A activity**
  - **- Attachment for Task 2 – Category B activity**

# SCHOLARSHIP HOLDER'S ANNUAL REPORT COVER PAGE

<b>Student Details:</b>			
Name (as per student ID)		Student ID No	
Programme enrolled in		Year of study	
Please Tick	<input type="checkbox"/> I am a Provost Scholar	<input type="checkbox"/> I am a High Achiever Scholar	

<b>Task Completed:</b>	<b>Please Indicate Task Chosen</b>
<p><b>Note:</b></p> <ul style="list-style-type: none"> <li>• <i>Tasks 1 and 2 – applicable to both High Achievers and Provost scholars</i></li> <li>• <i>Task 3 &amp; 4 – only applicable to Provost Scholar</i></li> </ul>	
Task 1 – Category A	
Task 2 - Category B	
Task 3 - Category A	
Task 4 - Category B	







