

Financial Awards Schemes for University of Reading Malaysia from 2018/19

4.1 Merits 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 Achievement 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 / Malaysian Matriculation CGPA 3.5 or equivalent qualifications	20% OFF Year 1 Undergraduate Degree Programme Tuition Fees

Malaysian Matriculation CGPA 3.75 or equivalent qualifications	25% OFF Year 1 Undergraduate Degree Programme Tuition Fees
A Level AAA / STPM AAA /Malaysian Matriculation CGPA 4.0 or equivalent qualifications	30% OFF Year 1 Undergraduate Degree Programme Tuition Fees

3. Provost's 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

- 3.3. To apply for a Provost's Award, students must:
 - 3.3.1. First apply for their chosen programme.
 - 3.3.2. Students who meet the criteria for the highest High Achiever 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.
- 3.4. In reviewing the applicant's personal statement, the shortlisting panel will consider each application primarily in terms of:
 - 3.4.1. the candidate's academic achievements to date;
 - 3.4.2. the candidate's previous extra-curricular activities and potential to contribute to the wider life of the University;
 - 3.4.3. the candidate's understanding of the programme s/he has applied for; and
 - 3.4.4. any other relevant factors such as the candidate's financial circumstances may also be taken into consideration.
- 3.5. Shortlisted candidates will then be invited to the campus for a formal interview before the final awards are made.

4. Terms & Conditions

4.1. Keeping your contact details up to date

- 4.1.1. All hardcopy 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 Student Services.
- 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 and conditions of scholarships

4.4.1. Specific criteria

- 4.4.1.1. To be eligible, you must be applying to study at UORM and applicants must hold UORM's offer as a firm offer.
- 4.4.1.2. 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: (www.reading.edu.my/scholarships)
- 4.4.1.3. 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.

4.4.2. Attendance at UORM's Event

- 4.4.2.1. A Scholarship recipient must agree to become an Ambassador for UORM during the course of your studies. This may involve attending student fairs, welcome receptions and providing testimonials.
- 4.4.2.2. If you attend any events organized by the UORM, photos of you at the event (along with your name and scholarship), may be used for UORM promotional purposes.
- 4.4.2.3. If you do not wish for UORM to use these photos, you must notify the Head of Student Services in writing prior to the event.

4.4.3. Enrolment requirements

- 4.4.3.1. All scholarships are awarded on the basis that you enrol as a full time student with the 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.

4.4.4. Scholarship duration

- 4.4.4.1. All scholarships will be paid for the duration of study stated in your offer letter.
- 4.4.4.2. 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.
- 4.4.4.3. Scholarships are payable in accordance to the following duration:
 - 4.4.4.3.1. Foundation programmes – for a period of one academic year
 - 4.4.4.3.2. 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.
- 4.4.4.4. Your scholarship will not be paid for any additional credit points or advance standing.
- 4.4.4.5. Scholarship is non-transferable and only applies whilst the recipient remains a registered, full-time, active student for the duration of the programme.

4.4.5. Deferring your scholarship

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

4.4.6. Transferring your scholarship to another degree

- 4.4.6.1. If you intend to transfer to a new course, you would need to seek permission and obtain consent first to ensure that your scholarship is also transferable.
- 4.4.6.2. 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.
- 4.4.6.3. Scholarships are not automatically extendable.
- 4.4.6.4. 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.

4.4.7. Discontinuing your course

- 4.4.7.1. If you discontinue your course, your scholarship will be terminated.
- 4.4.7.2. 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.

4.5. Retaining your scholarship

4.5.1. To retain your scholarship, you must:

- 4.5.1.1. maintain enrolment in an approved course at UORM ; and
- 4.5.1.2. adhere to UORM's academic and administrative policies.
- 4.5.1.3. any additional criteria as outlined in your offer letter and required by your Faculty/School in relation to the programme you are pursuing.

4.5.2. Academic requirements

- 4.5.2.1. You must meet the academic requirements imposed by your faculty, maintain full-time enrolment and meet the eligibility requirements of the scholarship.
- 4.5.2.2. Your academic progress will be reviewed each year, to assess your eligibility for your scholarship in the following year.
- 4.5.2.3. 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.
- 4.5.2.4. 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.
- 4.5.2.5. Your WAM will be accessed as generated via the student administration system.

4.6. Scholarship termination

4.6.1. Grounds for scholarship termination

- 4.6.1.1. UORM may terminate your scholarship if you have:
- 4.6.1.2. discontinued from your course or have inactive enrolment;
- 4.6.1.3. failed to meet the eligibility criteria and conditions of your scholarship;
- 4.6.1.4. failed to maintain satisfactory academic progress;
- 4.6.1.5. failed to engage in or uphold your role as an Ambassador of UORM;
- 4.6.1.6. been suspended or excluded for misconduct under UORM statutes and regulations;

- 4.6.1.7. you provide incorrect, false or misleading information or withhold relevant information; or
- 4.6.1.8. been made an incorrect scholarship offer as determined by UORM in its sole discretion .

4.6.2. Consequences of termination

- 4.6.2.1. 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.

4.6.3. Repayment of your scholarship

- 4.6.3.1. You are required to repay your scholarship within 4 weeks of receiving the payment if:
 - 4.6.3.1.1. the payment is made to you in error or you have been overpaid
 - 4.6.3.1.2. you are no longer enrolled in the semester the scholarship is paid
 - 4.6.3.1.3. you do not meet the conditions of the scholarship or are ineligible for the scholarship (including situations where you have provided false information under 4.6.1); or
 - 4.6.3.1.4. you have been made a scholarship offer in error.