

# The Ronald J. Hill Fund

The department of Government is offering a bursary of £3,000 to assist one postgraduate student within the department of Government to assist with tuition fees or living costs.

We have been extremely fortunate to offer this award due to the kind donation from one of the departments early graduates, and it's first Masters student to earn his PhD at Essex.

## Terms and conditions

This bursary will be awarded to one student in academic year 2021/22, therefore the application process is competitive.

The following document outlines the full terms and conditions of this bursary. Please ensure you read them in full before you complete and submit an application form.

### 1. Eligibility

You must meet all of the following criteria:

- You are applying for an eligible postgraduate course in the department of Government;
- You achieve a 2:1 or higher in your undergraduate degree;
- You are able to demonstrate a financial need;
- You have received a conditional firm or unconditional firm offer to study full time at the University of Essex starting in academic year 2021/22. You need to have accepted your offer by 31 May 2021.

### 2. How do I apply?

You can apply for the award by completing an application form and submitting it to [govpgquery@essex.ac.uk](mailto:govpgquery@essex.ac.uk). The deadline to apply for this fund is 31 May 2021.

### 3. Selection process

Selection will be based on your eligibility and the information and supporting statements that you provide as part of the application process.

An initial review will take place to ensure applications meet the criteria listed. All applications that meet the criteria will be passed to a panel within the department of Government.

As part of your application, you will be required to submit the following –

- A 300-word statement about why the bursary would be beneficial to you
- One-page curriculum vitae
- UG transcript and/or degree certificate

### 4. How will I be notified?

You will be notified of the award via email to the email account that you included on your application. You will receive your outcome by the end of June 2021.

You must accept your offer of the bursary **within two weeks** of an offer being made, otherwise the offer will be forfeited and awarded to next eligible candidate. As part of your acceptance, you must state clearly whether you would like to receive the award as a tuition fee discount or a living cost bursary, this cannot be changed following award.

## **5. How will the bursary be paid?**

If you choose to use your bursary to support your course tuition fees, this amount will be automatically deducted from your fees when you register.

If you choose to use your bursary to support living costs, the bursary will be paid to you after you have officially registered onto your course.

## **6. Am I eligible for other University financial support?**

You are still eligible for other University financial support in conjunction with the award, however if you are eligible for other university tuition fee discounts, then the award with the greater value will be awarded to you, and this award will be automatically paid as a bursary.

## **7. Deferral or intermission**

If you have been offered a bursary but request to defer your entry, you will not be able to transfer the bursary to the following year, but instead will have to apply under the terms and conditions for your new year of entry if the bursary is still available.

All payments will be suspended during a period of approved leave of absence (intermission) where this period covers a whole or part of an academic year, and may be reinstated on your return to full-time study subject to the conditions above. On your return to study, you will be entitled to the balance of the bursary for the stage.

The bursary cannot be continued for repeat periods of study in any circumstances.

## **8. Award termination**

If you withdraw from your studies, or are required to withdraw within the first term, you may be required to pay back the funds to the University.

## **9. Dispute resolution**

Acceptance of the award constitutes acceptance of these terms and conditions. In cases not covered by the above terms and conditions, or where a student claims exceptional circumstances, they should first put their case in writing to the Funding Manager ([funding@essex.ac.uk](mailto:funding@essex.ac.uk)) who will consider the circumstances and uphold, amend or revoke the original decision. Should a student be unhappy with this decision they should follow the [University complaints procedure](#).

*Note: These terms and conditions apply to students first registering with the University in the academic year 2021-22. The University of Essex and the donor reserves the right to update these terms and conditions as necessary in subsequent years.*