**Santander Universities Placement Year Scholarship Terms and Conditions 2024/25**

**FUND INTRODUCTION & PURPOSE**

1. The aim of the scholarship is to provide additional funding support to students undertaking a placement year in the academic year 2024/25.
2. The scholarship is not there to replace wages, but rather supplement this and help with costs associated with the placement such as travel costs, accommodation or professional clothing.
3. This opportunity is ring fenced to students meeting the Equal Opportunities criteria specified below.
4. Successful recipients of the scholarship will receive a payment of £1000 during their placement year.
5. There are a number of scholarships, each worth £1000.

**ELIGIBILITY**

To be considered for the 2024/25 Santander Universities Placement Year Scholarship, a student must:

1. Be a full-time home undergraduate, who secured a placement year as part of your degree programme in the UK or abroad in academic year 2024/25.
2. Meet at least one of the following Equal Opportunities criteria:
* In receipt of a University of Sheffield bursary
* From black, Asian and minority ethnic background
* In receipt of [Disabled Students’ Allowance](https://www.sheffield.ac.uk/new-students/disability/disabled-students-allowance-dsa)
* A mature entrant to university, meaning you were aged 21 or over at the start of your course
* Have been in care as a looked-after child for at least 13 weeks since the age of 14.
* Be the first person in your immediate family to go to University (other than siblings)
* Come from one of the more deprived areas of the country as defined by the government's Indices of Multiple Deprivation (IMD) database? If your postcode IMD value is 16,250 or less, you meet this criteria. You can check your postcode ranking using the [IMD website](https://www.fscbiodiversity.uk/imd/index.php?p=S2+3GY&d=#data). Please note this criteria only applies to students who live in England.
* Come from an area where it is not usual for people to go to university? This is defined by the government's classification called POLAR. To meet this criteria your address must fall into quintile 1 or 2 of POLAR3 or POLAR4. Please note this information only covers the UK. You can check your eligibility for this criteria using the government's [POLAR database](https://www.officeforstudents.org.uk/data-and-analysis/young-participation-by-area/search-by-postcode/).

Students who are unsure if they meet the eligibility criteria can complete this [short quiz](https://careers.dept.shef.ac.uk/equal/quiz/) to check this.

1. Have submitted details of their placement to the Student Placement System by **26th August 2024**  and completed the [pre-placement briefing](https://forms.gle/UZmgx1Bj1Tq5CCBK9).
2. Have been confirmed of having passed the previous year so they can progress on to the placement year.

**APPLICATION PROCESS**

1. Applications will be submitted online via the [Santander Online Academy platform](https://app.santanderopenacademy.com/en/program/santander-universities-placement-year-scholarship) and must be submitted by **19th August 2024. Applications will open on the 11th March.**
2. Making an application does not guarantee that you will be granted funding.
3. Applications will be reviewed by the panel, assessed based on merit. Their decision is final.
4. In your application you will be asked to provide:
* Details of your secured placements, including job title and brief job description, organisation, location, start and end date, anticipated salary.
* Information on how your placement fits into your wider career aspirations, what you are hoping to achieve through your placement, how receiving this scholarship will help you with your placement, and what you expect to use the scholarship towards.
* The application form will also ask about your average grade but this will not be used in the decision making process.
1. Students will be notified of the outcome of their application within three weeks after the final application deadline.

**PAYMENT OF THE CASH REWARD**

1. If successful, students will have 7 days to accept the scholarship.
2. No funding will be provided until we have received confirmation through CIES (student records system) that a student has passed their preceding year. This may mean awaiting the results of resits before any money is released.
3. To qualify for scholarship payment, students must be in Fully Registered status (FR) with the University.
4. The award of £1000 will be payable in two instalments:
* First payment of £500 of the scholarship awarded approximately on 1st October 2023 (or as soon as your Fully Registered status is obtained)
* Second payment of £500 will be awarded approximately on 1st February 2024

\*note these dates may be subject to a slight change, subject to confirmation of the Finance Department.

1. Payments will be made into the bank account details that students provided in MUSE.

**RETROSPECTIVE ADJUSTMENTS**

1. The University reserves the right to review and (at its sole discretion) revise or revoke all or part of the award of the Santander Universities Scholarship if:
* The initial assessment confirming eligibility for the scholarship was made based on information which was false or incorrect at the time of that assessment and thus had the effect of erroneously securing the scholarship for the student.

OR

* The student suspends or defers the placement (with the approval of the University and in accordance with the relevant University procedures) part way through the 2022/23 academic year.
1. Extenuating circumstances relating to the termination of a student’s placement will be considered on a case-by-case basis.

**MISCELLANEOUS PROVISIONS**

1. Scholarship recipients will be asked to complete an entry on the [Placements and Internship Case Study Database](https://careers.dept.shef.ac.uk/casestudies/placements/index.php), to help promote the placement year and/or the scholarship programme.
2. Scholarship recipients will be required to complete a feedback form at the end of their placement year to help demonstrate the impact.
3. Students are obliged to inform the University immediately of any change in their circumstances (including but not limited to those in these terms and conditions) which may affect their entitlement to receive the scholarship.
4. The University reserves the right to amend these terms and conditions as required to meet the needs of the Santander Universities Placement Year Scholarship.
5. The University will be entitled to recover or adjust any funding given in error.