

Terms & Conditions for Imperial College Awards

Contents

1. [Successful award recipients Terms & Conditions](#)
2. [Specific Terms and Conditions](#)
 - a. [President's PhD Scholarships](#)
 - b. [Imperial Bursary](#)
 - a. [Student Global Relief Fund \(SGRF\)](#)
3. [Research students](#)
4. [Change to your programme or student status](#)
5. [Data Protection](#)
6. [Notice period before changes to Terms and Conditions](#)
7. [Escalation Process](#)

[Successful award recipients Terms & Conditions](#)

1. By agreeing to the terms and conditions you are entering into a formal contract between yourself and Imperial College London. Please take note of any specific terms and conditions stated on your scholarship or bursary award letter, in addition to these terms and conditions.
 - a. The award is subject to you fulfilling any **outstanding conditions** of admission before you can register, and any outstanding conditions of your award before your award can be confirmed.
 - b. If this award is for a placement, the award is subject to you fulfilling any **outstanding conditions** of progression, and any outstanding conditions of your award before your award can be confirmed.
 - c. Funds will only be released once you have **registered** at College for the academic year. Some exceptions apply, please read about these in the below section [My Student Status](#).
 - d. All scholarship and bursary payments will be made to a **UK bank account** held on [My Imperial](#). It may take a few weeks to set up your UK bank account, therefore you should have **sufficient funds** to cover your living expenses during this initial period.
 - e. **Payments:**
 - i. The cut off for all payments to be initiated or revised is the 20th of each month. Any student who begins their course after this date, or requires any changes made after this date, will take affect from the month after next, as opposed to the following month. For example, if you begin your course on 28th October, you shall receive your first payment on 7th December.
 - ii. **New undergraduate student and intercalating student** payments will commence from 7th October provided you have entered your UK bank account details within MyImperial and are fully registered at College.
 - iii. **Continuing and all postgraduate student** payments will commence from 7th October.
 - iv. **PhD students** will receive their payments on the 7th calendar day of the month after they started their programme. See point e.i. above.
 - v. **All** monthly payment dates are the 7th day of each month. Bank details should be updated on My Imperial before midnight on the 20th day of the previous month to ensure payment is not delayed. If the 7th falls on a weekend you will receive payment on the preceding Friday.
2. All Imperial scholarships are **subject to satisfactory academic progression**. If the duration of your scholarship is longer than 11 months, your eligibility for the award will be reviewed annually and

supporting evidence may be shared with named donors to verify continued eligibility. The data we may share is your academic performance, attendance, including interruption of studies, and programme completion outcome. You can find more information in the **Student Privacy Notice** found [here](#).

3. If your scholarship is **donor funded** you will be expected to participate in activities to thank and update the donor(s) supporting the award. This may include a thank you message, providing regular written updates to your academic progress, attending events or meetings with donor(s). Travel costs to meetings or events will not necessarily be reimbursed, therefore please check with Student Financial Support regarding your specific award.
4. Multiple awards will not be permitted to be held whereby one of those awards is a **full scholarship**. A full scholarship is one which covers your tuition fees and your maintenance costs (as indicated by the College's Cost of Living in London figures), or whereby the combination of two awards will take your total value of your award towards living costs over our [Cost of Living in London](#) totals.
5. If you are granted **more than one award**, even if you have already accepted our award, you must immediately inform the Student Financial Support team, and/or any other department which has offered you an award. If you wish to hold several partial awards concurrently, this will be considered on a case-by-case basis. The total amount paid each academic year will be no more than the totals published on our [Cost of Living in London](#) page.
6. If you receive an **incorrect payment** you must notify Student Financial Support immediately to arrange for this to be resolved.
7. In the case of **overpayment**, College will contact you in order to arrange a repayment schedule. Failure to respond to College communications will result in a reduction to your remaining payments in order to reclaim the overpaid funds. This will be done in the current year or the next year. If you have no remaining payments, we may refer you to our creditcontrol.

President's PhD Scholarships

8. The President's PhD scholarship has conditions attached which are separate to your admission conditions for your PhD programme. To maintain your President's PhD scholarship you must obtain a **first class or equivalent in an undergraduate or integrated Master's degree, or if this has not been achieved candidates must be in receipt of a distinction in a standalone Master's qualification**. Failure to meet the **eligibility criteria of the award** will result in the scholarship being revoked, even if you meet the admissions criteria for your PhD programme.
9. Your award will be confirmed, and you will receive a final award letter when you meet both the admission conditions for the College admission and academic conditions of the award.
10. President PhD scholars undertaking a **1+3 joint MSc/MRes and PhD programme**. Your President's PhD Scholarship commences from the start date of the PhD element of the course, providing you achieve a Distinction at the MRes/MSc programme. **Therefore you are responsible for the tuition fee and maintenance costs for the MSc/MRes year.**
11. President PhD scholars who are undertaking a Research Council-funded **Centre for Doctoral Training programme (CDTs)**. Your President's PhD Scholarship commences from the start of your CDT programme for 3.5 years, and no longer. **Therefore you and your department are responsible for the tuition fee and maintenance costs for the final 6 months of your PhD programme.**
12. Funding for consumables is set as £2,000 per scholar per annum for three years. The £2,000 annual budget will be paid into the scholar's supervisor's College account only and should be spent within the college financial year it was received (August 1st through July 31st). If there is an unspent balance, students can carry forward up to a maximum of £1,000 over the financial year to add to their next year's total balance. If students are carrying forward an amount over their final year balance, this will need to be spent or returned within 6 months.
13. Consumables funding is available to cover directly incurred costs required to carry out the PhD project such as travel to conferences and specialist resources and **should not** be used to purchase standard

spec laptops or to support or enhance laboratories. Full details, including how to pay for consumables, are available on our [Information for Current President's PhD Scholars page](#).

14. If you decide to undertake a full-time paid internship during your programme, you should notify the Student Financial Support office immediately for advice on how this will impact your stipend payments. The President's PhD stipend may be suspended and recommence after your internship has ceased. You will still receive the full value of your 3.5 year stipend eligibility.

Imperial Bursary

15. To be eligible to receive an Imperial Bursary you must have been assessed for **means tested funding from Student Finance England (SFE), or an equivalent funding authority**, and have a household income below the Imperial household income threshold for your cohort. You must contact us if you feel you have been incorrectly assessed. Any previous study may affect your entitlement to the Imperial Bursary.
16. To be eligible for the Imperial Bursary, we must receive your household income from the Student Finance England by **31st May** following the start of the current academic year. For example, if your course starts on 1st October 2024 we must have your household income information from SFE (or other relevant awarding body) by 31st May, 2025.
17. You and your parent(s) or guardian(s) must **consent** to allow Student Finance England (or your relevant funding authority) to share your household income data with Imperial College London.
18. The College reviews household income information on an **annual basis**. A change in your household income may result in a change in your Imperial Bursary.
19. The Imperial Bursary is available for each year of your programme, including a repeat year of study if you are eligible for student funding for that year (i.e. it is your first repeat year). NHS funded years for Medical programmes are also eligible, for which we allow you to submit NHS Bursary Entitlement letters to Student Financial Support for reassessment of your Imperial Bursary eligibility.
20. Students on a **year abroad** will receive 15% of their eligible Bursary amount.
21. Students on **paid placements or a paid year in industry** may not be eligible for the Imperial Bursary and should discuss their eligibility with the Student Financial Support team.
22. Graduates from previous undergraduate study are **not** eligible for the Imperial Bursary.

Student Global Relief Fund (SGRF)

23. Students who apply to the SGRF are **not guaranteed** financial assistance. The Student Financial Support team will use your application to seek funding from your Department and Faculty; any assistance is discretionary.
24. Your original sponsorship **must not** have been withdrawn due to academic concerns or through any fault of your own, if we find this to be the case, we will withdraw all funding and seek repayment of any award already made.
25. These awards are only available for students displaying outstanding academic **performance**. Once an award has been made the student must maintain their high performance in order to keep the award.
26. Students must be **reassessed annually** to ensure that the original scholarship has not been reinstated.
27. If your sponsor **reinstates payments**, you must inform the Student Financial Support team in order for us to recoup the money we have awarded you.

Research students

28. Students who progress into the **Writing up phase** of their PhD (also known as *Completing Research Status*) may continue to receive funding for up to 12 months unless they are no longer solely engaged with writing up their thesis. Please refer to your individual Scholarship award letter.
29. If you have been offered funding by the **Research Councils**, please ensure that you have read the most up-to-date postgraduate funding guide; you will need to adhere to the terms and conditions laid out there (<https://www.ukri.org/funding/information-for-award-holders/grant-terms-and-conditions/>) in

Student Financial Support Terms and Conditions

Reviewed by the Scholarships Manager (January 2024)

addition to these terms and conditions.

30. Any scholarships paid through Imperial College centrally may be impacted by paid internships. You must contact Student Financial Support for advice on whether your internship will temporarily impact your scholarships stipend payments.
31. Multiple awards will not be permitted to be held whereby one of those awards is a **full scholarship**. A full scholarship is one which covers your tuition fees and your maintenance costs not exceeding the current President's PhD Scholarship amount. For the 2024-25 academic year this is £25,150.
32. If you are granted **more than one award**, even if you have already accepted our award, you must immediately inform the Student Financial Support team, and/or any other department which has offered you an award. If you wish to hold several partial awards concurrently, this will be considered on a case-by-case basis. The total amount paid each academic year will be no more than the current President's PhD Scholarship amount. For the 2024-25 academic year this is £25,150.

Change to your programme or student status

33. Deferrals, withdrawals and interruption of studies (IoS)
 - a. If you are not registered at Imperial College London your funding will be postponed or stopped completely.
 - b. If you would like to discuss the implications to your funding prior to any formal interruption, withdrawal or repeat study, you can arrange a meeting by [contacting us here](#). You must inform your academic department immediately of any **interruptions to your study**. If you take an Interruption of Study your scholarship and/or bursary may be postponed until you re-register. Some exceptions apply. If you are receiving funding from the Parental Fund, Student Support Fund, some Scholarships or a UROP Bursary, then you can be undertaking an interruption of studies and still receive payment of your funds. If you are unsure then check with the team who awarded you.
 - c. If you **withdraw** from your programme your scholarship and/or bursary will be stopped.
 - d. If you **repeat** a year of study your scholarship and/or bursary will be postponed until you progress onto the next year, or the scholarship and/or bursary may be stopped completely and not re-started so please check your specific award letter.
 - i. Some exceptions apply. If you are receiving funding from the Parental Fund, Student Support Fund or a UROP Bursary, then you can be undertaking an interruption of studies and still receive payment of your funds.
 - e. Any payments made to you while you are undertaking either an Interruption of Study or after you have Withdrawn or are undertaking a Repeat year of study will need to be repaid. This excludes the Parental Fund, Student Support Fund, some Scholarships and the UROP Bursary
 - f. Bursaries and scholarships are **not transferable**. If you transfer between programmes or to another institution or withdraw from College, any payments due to you may be cancelled and any overpayments are recoverable.
 - g. Awards **cannot be deferred** to the next academic year. If you defer your studies, you will need to re-apply for the award.
34. The Student Financial Support team may, at any time, withdraw or recover an award for **breach of any of these conditions**.

Data Protection

35. Information on students is shared within the Imperial College community and third-party donors or sponsors (only where applicable and relevant to your award) in accordance with [Privacy Notice for Students and Prospective Students](#).
36. Information is shared as required with the third-party donor or sponsor of your scholarship for

Imperial College London

monitoring purposes for you to maintain your award, and/ or possible marketing opportunities for the donor or sponsor in order to develop the scholarship and/ or organisation.

37. Your information is stored according to the student's and prospective student's privacy notice and the Advancement privacy notice.

Notice period before changes to Terms and Conditions

38. These terms and conditions are reviewed annually to ensure fairness and transparency.
39. These terms and conditions are the formal rules which regulate centrally funded awards. There is no appeals procedure associated with funding from the Student Financial Support team; however you are welcome to [contact us](#) to hear the reasoning behind our decision.

Escalation Process

40. If you would like to comment on the service you have received from the Student Financial Support team or you want to discuss any decision taken by the team, please contact the Head of Student Financial Support confidentially at sfs.feedback@imperial.ac.uk. We will aim to resolve any issues within five working days.