

# MSc Data Science & Analytics and MSc Artificial Intelligence Scholarship Terms and Conditions 2022/23

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The Department of Computer Science are proud to offer a scholarship funded by the Office for Students (OfS) for applicants registering on the MSc Data Science & Analytics, MSc Artificial Intelligence and the PG Cert Data Science (the first stage of the Staged Masters) programmes in 2022/23. The scholarship aims to provide funding for applicants who are classified by under-represented (UR) criteria.

To be eligible to apply for the scholarship, you need to:

- Have submitted an application to study on either the MSc Data Science & Analytics, the MSc Artificial Intelligence programme or the PG Cert Data Science Staged Masters starting in 2022/23.
- Be able to demonstrate that you are categorised under at least two of the 9 under-represented groups, as identified by the OfS. These categories have been identified as under-represented by the OfS in relation to careers in Artificial Intelligence and Data Science. These categories are subject-specific UR criteria and do not represent Brunel as a whole.
- Have achieved at least a 2.1 or equivalent in your undergraduate studies or be able to demonstrate significant industrial or equivalent experience relevant to the subject area.

## Value:

- The full-time scholarship is a £10,000 cash award, for one academic year split equally between three instalments.
- The part-time scholarship is a £5,000 cash award, per year split equally between three instalments per year, with a total of 6 payments, three per year for a maximum of two academic years, subject to meeting progression criteria outlined in Section 4.
- Applicants on the Staged Masters will be awarded £3,333 for each year of the Staged masters. Staged Masters applicants must complete the three stages of the Masters programme consecutively, with no breaks to be eligible; for all three payments. The payment will be split equally between three instalments per year, with a total of 9 payments, three per year for a maximum of three academic years, subject to meeting progression criteria outlined in Section 4.

**How many:** 15 scholarships are available.

**Application process:** Applicants must submit a scholarship application no later than **31 July 2022**.

The application will comprise of a series of questions that aim to determine whether applicants meet the under-represented criteria, plus an essay of no more than 500 words explaining how studying Data Science or Artificial Intelligence at Brunel University London (BUL) will benefit the applicant and help them in their career aspirations.

Provisional awards will be made by the Allocation Panel in mid-August. Applicants will be required to provide evidence of some UR characteristics; further details will be made provided the provisional

award email. Formal awards will be made in October, following publication of examination results and Registration onto the course.

The Scholarship Allocation Panel will assess each application for suitability against these scholarship terms and conditions.

**Deadlines:** The deadline for scholarship applications is midnight on **31 July 2022**.

**Late applications will not be considered.**

Data pertaining to bursary/scholarship holders such as: progression rates, degree attainment, degree completion, and graduate outcomes may also be analysed in order to understand the effectiveness of bursaries and scholarships. This data may also be linked to other data already held by the University for the purpose of better understanding the impact of bursaries and scholarships. To learn more about how the University uses data to support its commitment to delivering positive outcomes to students from under-represented groups please visit our [webpage](#). This processing is in line with the DPA 2018 and our [privacy notice](#) will provide more detail.

Awarded students may be asked to participate in focus groups to support the design of extracurricular support; to complete an alumni survey once they complete the course; data relating to attendance will also be collected. The Department will also will collect attendance / log in data for BBL (the university's learning management system). Consent to participate will be requested and engagement will be optional.

Additionally, the OfS have appointed The Careers Research and Advisory Centre (CRAC) to evaluate the programme and they collect data on student demographics from the University. They may invite the students to take part in research and the University may be required to share contact details with CRAC, students will be asked to provide consent before participation.

## **2. Eligibility**

2.1 The scholarship/bursary will be awarded to those applicants who meet all the following eligibility criteria:

- Apply for and fulfill the entry criteria for admission to the [MSc Data Science & Analytics](#), the [MSc Artificial Intelligence](#) or the [PGCert Data Science](#) (the first stage of the Staged Masters).
- Be in receipt of an 'Unconditional Firm' (UF) offer to study on one of the above courses starting in September 2022/23 (i.e. applicant must have met all offer conditions and firmly accepted the place).
- All applicants must meet all conditions of their offer by the time they are due to register at Brunel.
- Must commence the course in the upcoming academic year (applicants for deferred entry will be considered for a scholarship in the year they start their course and not in the year of their course application).
- Must achieve at least a 2.1 or equivalent in their undergraduate degree by the time of Registration or be able to demonstrate significant industrial or equivalent experience relevant to the subject area.
- Must complete a scholarship [application form](#), answering all questions and providing an essay of no more than 500 words by the stated deadline.
- Must meet **at least one** of the following under-represented criteria (as defined in the 'Eligibility Definitions' below):

- Female gender or identify as female gender
- Black
- Disabled
- Be resident in a 'Low Participation Neighbourhood'. To check if you live in a low participation neighbourhood use the Office for Students (OfS) [post code checker](#).
- Care leaver
- Have experienced estrangement from their parents
- Come from a gypsy traveller background
- Come from a Military family
- Refugee

The number of points scored from the under-represented criteria met will be taken into consideration when awarding the scholarship in the first instance. Where the number of applicants who meet the criteria exceeds the number of scholarships available, the information provided in the application personal statement will be used to make an awarding decision (as detailed in section 3 below).

A quota of at least eight out of fifteen scholarships will only be available to students classed as Home for fees purposes based on the UK [government regulations](#). Applicants who are unsure of their fee status should note Brunel uses the information they have provided in their application form to assess fee status against regulations set by the UK government. For information on these regulations please visit the independent organisation [UKCISA's website](#).

Scholarships will be awarded to those who meet the eligibility criteria at the time of allocation only.

## 2.2 Those not eligible for these Scholarships

- Applicants who are not fully self-funded and are being sponsored by a Government or external body.
- The Scholarship is not available to any Undergraduate or Postgraduate Research applicants (i.e. PhD, MPhil). Or applicants who have not applied for the courses stated above.
- Applicants who will NOT commence their course in September 2022 - applicants holding offers for deferred entry must apply for scholarships in the year they intend to start their course and not in the year of their course application.
- Applicants entering a course at any level other than a Postgraduate Taught course (FHEQ level 7).

## 2.3 Eligibility Definitions

Black	Those whose ethnicity is defined as Black or Mixed White and Black, further information relating to ethnicity codes can be found <a href="#">here</a> .
Care Leaver	Those who have spent at least 13 weeks in care in the UK since they were 14 years old, including at the time of their 16th birthday (and declared this on their course application form), AND/OR:

	<p>Those that have had eligible children status in the UK or those that fall into the category of former relevant child status, OR:</p> <p>Have Qualifying Care Leaver Status in the UK.</p>
Disabled	Those who declared a disability on their course application and this has been subsequently verified by the University's Disability and Dyslexia Service.
Estranged	<p>Those who:</p> <ul style="list-style-type: none"> <li>• Are classed as a 'home' student for fee status purposes*</li> <li>• Are under the age of 25 at the start of their course at Brunel</li> <li>• Are permanently out of communication with their biological parents (applicants may also be considered estranged if both parents are deceased).</li> </ul> <p>* Applicants who are unsure of their fee status should note Brunel uses the information they have provided in their application form to assess fee status against regulations set by the UK government. For information on these regulations please visit the independent organisation <a href="#">UKCISA's website</a>.</p>
Female gender	<p>Those applicants who are 'female or identify as female' gender.</p> <p>The Office for National Statistics describes female gender as "a social construction relating to behaviours and attributes based on a label of femininity. Gender identity is a personal, internal perception of oneself and so the gender category someone identifies with may not match the sex they were assigned at birth where an individual may see themselves as a woman."</p>
Gypsy Traveller	Those whose ethnicity is defined as Gypsy Traveller, further information relating to ethnicity codes can be found <a href="#">here</a> .
Low Participation Neighbourhoods	<p>Postcodes classified as 'POLAR 4, Quintile 1 and 2' by Office for Students (OfS)- 'those wards with the lowest participation for entering Higher Education'. For further information, see the OfS <a href="#">website</a></p> <p>To check if you live in a low participation neighbourhood use the Office for Students (OfS) <a href="#">postcode checker</a>.</p>

Military family	From a military family, where immediate family member (partner, child, sibling) is or was part of the UK military/ military personnel/a veteran.
Refugee	<p><i>“Refugee status is awarded to someone the Home Office recognises as a refugee as described in the Refugee Convention. A person given refugee status is normally granted leave to remain in the UK for 5 years, and at the end of that period can apply for Indefinite Leave to Remain.”</i></p> <p><i>The Refugee Council</i></p> <p>For the purpose of the scholarship ‘Refugee’ constitutes an applicant with the following ‘immigration status’:</p> <ul style="list-style-type: none"> <li>• Asylum Seeker-approved application (provided no conditions have been imposed by the Home Office that prohibits study or restricts study to another institution)</li> <li>• Refugee status obtained (this includes the Syrian Vulnerable Person Relocation Scheme or similar schemes.</li> <li>• Discretionary Leave to Remain as the result of an asylum claim.</li> <li>• Humanitarian Protection.</li> <li>• Immigration settlement in the UK as a result of the Family Reunion scheme.</li> <li>• Limited leave to remain in the UK as a family member (aged under 18) of a refugee.</li> <li>• Limited leave to remain granted on Human Rights grounds.</li> </ul>

### 2.3 Proof of Eligibility

**Evidence of UR criteria will be required.** Further information including when evidence needs to be provided and to whom will be provided in the provisional award email.

Black	To evidence ethnicity data will be collected from the scholarship application form and verified against the personal data recorded at course registration.
Care Leaver	Proof of care leaver status in the form of written documentation from the student’s local authority (corporate parent) will be required before any payment can be made.
Disabled	Those who declared a disability on their course application and this has been subsequently verified by the University’s Wellbeing Service.

Estranged	Proof of estranged status through a professional in the community i.e. doctor, teacher, will be required before any payment can be made. Applicants over the age of 21 will be required to provide evidence of prior estrangement.
Female gender	To evidence Female, data will be collected from the Brunel application form and verified against the personal data recorded at course registration.
Gypsy Traveller	To evidence Gypsy Traveller, data will be collected from the scholarship application form and verified against the personal data recorded at course registration
Low Participation Neighbourhoods	To evidence 'Low Participation Neighbourhoods (POLAR 4, QUINTILE 1 and 2)' residential postcode data will be collected from the Brunel application forms.
Military family	To evidence UK Military family, data will be collected from the scholarship application form and additional written documentation from the appropriate UK military body will be required before any payment can be made.
Refugee	<p>Applicants must be able to verify their immigration status and are required to provide evidence in the form of a:</p> <ul style="list-style-type: none"> <li>• Biometric Residence Permit (BRP)</li> <li>• Home office letter confirming immigration status</li> <li>• Passport with vignettes</li> <li>• Application registration card (asylum)</li> </ul> <p>The University may be required to verify an applicant's immigration system by contacting the Home Office. Applicants will be asked for consent to do so in the Scholarship application form.</p>

### 3. Allocation

3.1 Eligibility criteria are reviewed annually.

3.2 Points weighting given to each of the under-represented criteria are as follows:

Black	10
Disabled	10
Female Gender	10
Low Participation Neighbourhoods	3
Care Leaver	3
Estranged	3
Gypsy Traveller	3
Military family	3
Refugee	3

The number of points scored from the under-represented criteria met will be taken into consideration when awarding the scholarship in the first instance. Where the number of applicants who meet the criteria exceeds the number of scholarships available, the information provided in the application personal statement will be used to make an awarding decision.

- 3.3 Applicants are considered for scholarships using the information provided at the time of their application only and cannot be reconsidered should their circumstances change during the course of their studies. Scholarships cannot be backdated.
- 3.4 The number of points scored from the under-represented criteria met will be taken into consideration when awarding the scholarship (as detailed in these terms and conditions). Where the number of applicants who meet the criteria exceeds the number of scholarships available, the personal statement will be assessed and used to confirm awards.
- 3.5 Scholarships will be awarded by the Scholarship Allocation Panel and successful students will be notified by early August 2022 and will then be formally awarded in October 2022.
- 3.6 Scholarships are awarded for the September entry of the academic year 2022/23 only and cannot be deferred to later months or years of entry. Course applicants who intend to defer their studies will lose any award they have been made and must re-apply for a scholarship in the year they will begin their studies.
- 3.7 Scholarship awardees will be responsible for paying their full tuition fee.
- 3.8 For Overseas fee-paying students, the scholarship does not replace the deposit of £3,000. Scholarship winners will still need to pay the £3,000 deposit for their course in order to receive an unconditional offer and a Confirmation of Acceptance of Studies (CAS).

3.9 The decision of the Scholarship Allocation Panel is final. Any appeals in respect of the allocation process should be referred to the [admissions policy](#). An appeal will only be considered in line with procedural irregularities, where a student believes that the University has not followed the procedures stated within the relevant Scholarship or Bursary Terms and Conditions and there is reasonable doubt as to whether the outcome might have been different had the error not occurred. Any appeals relating to Scholarship or Bursary allocation must be lodged within the student's first academic year at the University. Brunel will not be able to consider later appeals.

#### 4. Payment

The scholarship will be paid in three instalments;

- For the full time award, payments will be made in three instalments in one year only
- For the part time award, payments will be made in three installments each year for a maximum of two years (three payments per year)
- Staged Masters award payments will be made in three instalments per year for a maximum of three years (three payments per year). Staged Masters applicants must complete the three stages of the Masters programme consecutively, with no breaks to be eligible for all three payments

Successfully awarded students will be asked to supply relevant UK bank account details to support receipt of the cash payments by no later than Friday 02 December 2022.

##### 4.1 Payment dates

For cash scholarship awards, 2022/23 payment will be made as follows:

1st Payment - 09 December 2022

2nd Payment – 03 March 2023

3rd Payment – 09 June 2023

##### 4.2 Conditions of Payment:

- Payments will only be made providing the student is enrolled at the University on the MSc Data Science & Analytics, the MSc Artificial Intelligence programme or the PGCert Data Science at the time of the payment. This includes having had their qualifications and other documentation verified and checked, and then completing the University enrolment procedures. This includes holding the correct visa to study.
- Payment in subsequent years will only be made providing the student progresses to the later part of the course; two years maximum for the MSc programme and three years maximum for the Staged Masters. (Scholarship payments will not be made during a repeating year, regardless of the reason for repeating a year).

**N.B. Payments will be made directly to a UK bank account and therefore students are required to supply accurate bank account details via their eVision account within the requested time. Failure to provide current valid UK Bank account details will result in delayed payment.**



- 4.3 If an applicant is eligible for more than one scholarship/bursary, they will be awarded the one which will be the most financially beneficial across the full course duration.
- 4.4 Awarded scholars are excluded from all other scholarships and tuition fee waivers with the exception of the Postgraduate Academic Excellence Scholarship, Brunel Family Discount, Graduate Discount and Early Payment Discount.

The order of scholarships and discounts will be applied as follows:

- 1) MSc Data Science & Analytics and MSc Artificial Intelligence Scholarship payment;
- 2) 10% Brunel Family Discount applied to the net tuition fee;
- 3) 15% Graduate discount applied to the net tuition fee;
- 4) 2% Early payment discount applied to the net tuition fee.

Further information about tuition fee discounts can be found in the [Student Financial Policy](#).

Any additional discounts, as above, will be deducted from the tuition fees remaining after the scholarship discount has been applied.

4.5 Where a scholarship award spans more than one year, students will be written to in September to confirm ongoing eligibility to receive their scholarship award.

## 5. Withdrawal of scholarship

- 5.1 **Misleading information:** The University reserves the right to withdraw a scholarship from anyone who is found to have misled the University about any aspect of their eligibility and to seek repayment of any monies already paid by appropriate means.
- 5.2 **Mode of Attendance Change:** If a student changes their mode of study, from full time to part time or part time to full time, the scholarship will be withdrawn. Applicants may change their mode of attendance prior to the course start date and retain the award.
- 5.3 **Changing course:** If a student transfers to a course of study outside of the Brunel MSc Data Science & Analytics, the MSc Artificial Intelligence or the PGCert Data Science, the scholarship will be withdrawn.
- 5.4 **Abeyance/Temporary Withdrawal:** A student who takes a period of temporary withdrawal (abeyance) and who is in receipt of a scholarship award would cease to receive scholarship payments whilst temporarily withdrawn. Scholarship payments made prior to temporarily withdrawing will not generally be requested to be repaid and remaining payments would generally be paid once the student returns to complete that level of study.
- 5.5 **Suspension of Study:** Should a student be suspended for any reason, scholarship payments would be withdrawn and consideration of reinstatement will be dependent on the disciplinary outcome.
- 5.6 **Repeat/Extended Study:** Repeat periods of study, and periods of temporary withdrawal that result in extended periods of study, are not supported by additional scholarship payments. Scholarship entitlement is for the maximum duration of each award and entitlement is not extended if overall course duration alters.
- 5.7 **Withdrawal from Study:** A student who withdraws from their programme prior to completion and who is in receipt of a scholarship award will not normally be requested to repay scholarship payments made up to the point of withdrawal; however, entitlement to all future scholarship payments and/or adjustments, cease immediately a student withdraws.

Any queries relating to these terms and conditions should be addressed to the Department of Computer Science by emailing [cs-data-scholarship@brunel.ac.uk](mailto:cs-data-scholarship@brunel.ac.uk)

