

Scholarship Expectations Policy



Contents

1.0 Introduction	1
1.1 Policy Aim.....	1
1.2 Location of Policy.....	1
1.3 To whom and where this policy applies	1
1.4 The context of this policy and its relationship to other policies	1
2.0 Scholarship Policy	2
2.1 Applying for a scholarship.....	2
2.2 Eligibility.....	2
2.3 Academic performance.....	3
2.4 Conduct and Behaviour	3
2.5 Communication.....	3
3.0 Scholarship Award	3
3.1 Appeal Process.....	4
4.0 Consequences of Non-Compliance.....	4
5.0 Scholarship Renewal and Review	5

1.0 Introduction

In this policy, the abbreviation of EDA will be used to cover all aspects of the Emil Dale Academy business that is affiliated with the full-time courses in any capacity.

1.1 Policy Aim

This policy aims to outline the expectations that EDA set for all students who have been awarded a partial or full scholarship by the company.

1.2 Location of Policy

This policy is available to access on EDA's website.

1.3 To whom and where this policy applies

This policy applies to all EDA students who are receiving of a partial or full scholarship from EDA. There is no minimum or maximum monetary value of an EDA scholarship that is outside the realm of this policy.

1.4 The context of this policy and its relationship to other policies

This policy should not be read in isolation as it links with many of EDA's other policies, including, but not limited to the:

- a. Fee Payments, Debt Collection and Refund Policy
- b. Sixth Form Behaviour and Disciplinary Policy

- c. Student Code of Conduct (applicable course to student)
- d. Degree and CertHE Academic Integrity Policy
- e. Anti-Bullying Policy
- f. Student Social Media Policy

2.0 Scholarship Policy

EDA offer a limited number full-time course scholarships for our **private sector fees only** which are means tested and reviewed alongside audition scores after a candidate has auditioned successfully.

These scholarships will vary in amount.

2.1 Applying for a scholarship

Should a successful candidate wish to apply for a scholarship, they should email admissions@emildale.co.uk with the subject 'Means Testing Form – EDA Scholarship'. If the candidate's household income is less than £42,000 then EDA will consider them for a scholarship and will send them a means testing form.

The candidate will need to complete the means testing form which includes sharing personal data about their household finances. Candidates will be required to explain and demonstrate with as much evidence as possible their financial circumstances and information.

Candidates will also be required to share bank statements from 3-months leading up until their application, as well as other supporting financial documentation.

Candidates must also be prepared to answer any other financially-leading questions that the scholarship team required to make an accurate assessment. Assessments cannot be made without the required documentation and answers given.

Failure to provide an adequate amount of information may result in the scholarship application not being considered; the decision of whether enough information has been provided is at the discretion of the Business, Compliance and Strategy Manager.

Completing a means testing form, providing documentation and answering any given questions does not guarantee a scholarship will be awarded to the candidate.

2.2 Eligibility

To be eligible for a scholarship, students must:

- Meet the academic and/or artistic criteria for the particular scholarship.
- Meet financial parameters and have demonstrated this through a means testing form and subsequent documentation to qualify.
- Maintain satisfactory academic progress as defined by Emil Dale Academy.
- Adhere to the Academy's code of conduct and behavioral standards.

Completing a means testing form, providing documentation and answering any given questions does not guarantee a scholarship will be awarded to the candidate.

2.3 Academic performance

Scholarship holders must show commitment to their studies inside and outside of the classroom – actively engage during lessons, and work in a manner that does not disrupt their class.

Recipients are expected to:

- Attend all classes and fulfill all academic requirements, including assignments and examinations.
- Achieve consistent grades which show engagement in the work set, and commitment to training.
- Seek academic support or counseling if experiencing difficulties that could impact their performance.

2.4 Conduct and Behaviour

Recipients are expected to:

- Uphold the highest standards of conduct, integrity, and respect within the Academy and the broader community.
- Adhere to Emil Dale Academy's code of conduct, including rules related to academic honesty, personal behavior, and interactions with others.
- Resolve conflicts or issues in a constructive manner, seeking assistance from Academy staff when needed.
- Scholarship holders must show a high level of respect towards fellow students, members of staff, and teaching freelancers.

2.5 Communication

Recipients are expected to:

- Maintain regular communication with their Course Leader and other faculty members if/when they are contacted.
- Respond promptly to any requests for information or updates related to their scholarship status.
- Inform the Academy of any significant changes in their circumstances that may affect their ability to meet the scholarship expectations.
- Where applicable, any remaining financial requirements of the scholarship holder's course must be satisfied in line with the allocated deadlines set- students must communicate with accounts@emildale.co.uk of any failure to meet other payment requirements.

3.0 Scholarship Award

Candidates will be emailed with the outcome of their scholarship application. The amount of the scholarship will vary depending on available company funds.

A scholarship is granted at the sole discretion of EDA. Receivers of a scholarship are asked to keep this private between themselves and their familial household.

Scholarship reviews take place at the following milestones:

- By 16th November
- By 31st January
- By 31st March
- By 31st May

Any scholarships applied for after 31st May will not be reviewed unless in extreme circumstances.

Please note that:

EDA expects students who are seeking a scholarship to have also made significant attempts to source funding from elsewhere, and to explain what these attempts are when requesting a scholarship.

EDA have had a lot of candidates in the past who have found funding elsewhere, or raised money by themselves to contribute towards their fees - this includes putting on their own concerts, cake sales, bag packing at supermarkets, sponsorship by local companies/ dance schools and more.

Please be aware, as scholarship money comes directly from the college, EDA are always more inclined to offer assistance to people who have made significant attempts to find funding elsewhere. Meeting the above requirements and providing as much documentation as possible will aid in this inclination.

Some people may recommend setting up a GoFundMe page online; in EDA's experience this does not work unless candidate's have access to a group of wealthy people.

The scholarship holder must understand that the scholarship awarded is for fees only and cannot be transferred to cover other any other costs.

3.1 Appeal Process

Recipients who wish to appeal a decision related to their scholarship status may:

- Submit a written appeal to the Scholarship Review Committee within 7 working days of the decision being emailed to the candidate.
- Provide any relevant information or documentation supporting their case.
- Participate in an appeal meeting if required, where they can present their perspective.

Please note, after the result of an appeal, a further appeal cannot be made.

4.0 Consequences of Non-Compliance

If there are any concerns about the performance and/or progress of a scholarship holder, EDA reserve the right to review the student and their scholarship.

Failure to meet scholarship expectations may result in:

- A formal warning or review meeting to discuss performance or behavioral issues.
- The suspension or termination of the scholarship if significant or repeated non-compliance occurs.
- The requirement to repay any funds disbursed if the scholarship is terminated.

Revoking of scholarships will also be communicated to the scholarship-holder's parents/legal guardians *if applicable*.

5.0 Scholarship Renewal and Review

Scholarships are typically reviewed on an annual basis, however the candidates will continually be monitored throughout the year to review their eligibility for the scholarship. Recipients must:

- Demonstrate continued eligibility and adherence to the expectations outlined in this policy.
- Address any issues or concerns raised during the review process.

In some cases, students may be asked to reapply or provide updated information as required for scholarship renewal.

Version Number	Date of Issue	Review Date	Author	Changes Made/ detail
01	8 April 2022	April 2023	Eden Tinsey	First issue
02	29 th July 2022	July 2023	Eden Tinsey	Annual policy review
03	11 th August 2023	July 2024	Eden Tinsey	Annual policy review Additions of sections 1.1, 1.2, 1.3 and 1.4 Various amendments and additions to sections 2.1 and 2.2
04	10 th September 2024	September 2025	Eden Tinsey and Sarah Moore	Annual policy review Update of 2.0, para. 3 Sarah update with various subheadings and more detailed information