COMMONWEALTH SCHOLARSHIPS

Commonwealth Master's Scholarships

For candidates from low and middle income Commonwealth countries

2019 terms and conditions

INTRODUCTION

The Commonwealth Scholarship and Fellowship Plan (CSFP) is one of the largest and most prestigious international scholarship schemes in the world. Since it was established in 1959, 35,000 individuals have held a Commonwealth Scholarship or Fellowship – 27,000 of them were funded by the UK government, through the Commonwealth Scholarship Commission in the United Kingdom (CSC).

The CSC awards over 800 scholarships and fellowships for postgraduate study and professional development to Commonwealth citizens each year.

The CSC's Secretariat is provided by the Association of Commonwealth Universities, based in London; overseas services are provided by the British Council.

For information about the other scholarships and fellowships offered by the CSC, visit **www.dfid.gov.uk/cscuk**. For information about Commonwealth Scholarships offered by other Commonwealth countries, visit **www.acu.ac.uk/commonwealth-scholarships**

COMMONWEALTH MASTER'S SCHOLARSHIPS

Commonwealth Master's Scholarships are for candidates from low and middle income Commonwealth countries, for full-time Master's study at a UK university.

Funded by the UK Department for International Development (DFID), Commonwealth Master's Scholarships enable talented and motivated individuals to gain the knowledge and skills required for sustainable development, and are aimed at those who could not otherwise afford to study in the UK.

Purpose: To contribute to development needs of Commonwealth countries by providing training for skilled and qualified professionals and academics, and to contribute to UK higher education and foreign policy aims by encouraging collaboration and links.

Intended beneficiaries: High-quality postgraduate students who have the potential to enhance the development of their home countries with the knowledge and leadership skills they acquire.

Commonwealth Master's Scholarships are offered under six themes:

1. Science and technology for development

The scholarship, which may be in any area of science or technology (including, for example, agriculture, veterinary science, or forestry), will develop knowledge and/or skills that are directly related to the specific needs of a low or middle income country. Where possible, applications should cite expressed national or local priorities.

2. Strengthening health systems and capacity

The scholarship will develop knowledge and/or skills that will improve health provision or outcomes for disadvantaged groups in low and middle income countries. A range of approaches could be adopted, such as training staff to fill critical shortage areas; establishing better systems, processes, or management; health promotion and improving understanding of non-take up; or developing new treatments.

3. Promoting global prosperity

The scholarship will support economic prosperity in low and middle income countries. The knowledge and/or skills gained could lead to, for example, enhanced trade capacity; improved economic understanding or decision-making by business or government; new products and services; or long-term capacity building, through the development of entrepreneurial skills, for instance.

4. Strengthening global peace, security and governance

The scholarship will develop knowledge and/or skills that will strengthen peace and security at national, regional, or international levels. Multiple approaches could be used, such as strengthening open and transparent governance; improving mutual understanding within and between societies; or building systems that reduce the potential for conflict or encourage its resolution.

5. Strengthening resilience and response to crises

The scholarship will develop knowledge and/or skills which will help low and middle countries adapt to changing contexts, withstand sudden shocks, or increase capacity to preserve the continuity of operations following such events. This could apply to a broad range of threats, including natural and physical disasters; long-term threats such as climate change; interruptions to the supply of key resources; or sudden economic or technological disruption.

6. Access, inclusion and opportunity

The scholarship will develop knowledge and/or skills that will promote opportunity amongst historically disadvantaged groups in low and middle income countries. This could be through, for example, expanding educational opportunities; conducting community outreach; enhancing access to decision-making; or increasing understanding of the barriers faced. A range of disadvantage can be addressed – including social, economic, gender, ethnic, regional, or political – provided that the need is clearly stated.

ELIGIBILITY

To apply for these scholarships, you must:

- Be a citizen of or have been granted refugee status by an eligible Commonwealth country, or be a British Protected Person

- Be permanently resident in an eligible Commonwealth country

- Be available to start your academic studies in the UK by the start of the UK academic year in September/October 2019

- By October 2019, hold a first degree of at least upper second class (2:1) honours standard, or a second class degree and a relevant postgraduate qualification (usually a Master's degree). The CSC would not normally fund a second UK Master's degree. If you are applying for a second UK Master's degree, you will need to provide justification as to why you wish to undertake this study

- Be unable to afford to study in the UK without this scholarship

The CSC aims to identify talented individuals who have the potential to make change. We are committed to a policy of equal opportunity and non-discrimination, and encourage applications from a diverse range of candidates. For further information on the support available to candidates with a disability, see the CSC disability support statement at **http://cscuk.dfid.gov.uk/apply/csc-disability-support-statement**

ELIGIBLE COMMONWEALTH COUNTRIES

Antigua and Barbuda
Bangladesh
Belize
Botswana
Cameroon
Dominica
Eswatini
Fiji
The Gambia
Ghana
Grenada
Guyana
India
Jamaica
Kenya
Kiribati
Lesotho
Malawi
Malaysia
Mauritius
Montserrat
Mozambique
Namibia
Nauru
Nigeria
Pakistan
Papua New Guinea
Rwanda
St Helena
St Lucia
St Vincent and the Grenadines
Samoa
Sierra Leone
Solomon Islands
South Africa
Sri Lanka
Tanzania
Tonga
Tuvalu
Uganda
Vanuatu
Zambia

HOW TO APPLY

You should apply to study at a UK university which has a part funding agreement with the CSC. Part funding agreements are at the discretion of individual universities. For a list of universities that have agreed to part fund Commonwealth Scholarships, visit **http://cscuk.dfid.gov.uk/apply/uk-universities/part-funding/**

You must apply to one of the following nominating bodies in the first instance – **the CSC does not accept direct applications for these scholarships**:

- National nominating agencies – this is the main route of application. For a full list including contact details, visit **http://cscuk.dfid.gov.uk/apply/national-nominating-agencies**

- Selected non-governmental organisations and charitable bodies. For a full list, visit **http://cscuk.dfid.gov.uk/apply/commonwealth-masters-scholarships/nominating-ngos**

All applications **must** be made through one of the listed nominating bodies. Each nominating body is responsible for its own selection process and may have additional eligibility criteria. **You must check with your nominating body for their specific advice and rules for applying, and for their own closing date for applications.**

You must make your application using the CSC's online application system, in addition to any other application that you are required to complete by your nominating body. **The CSC will not accept any applications that are not submitted via the online application system.** Information on how to use the online application system is available at **http://cscuk.dfid.gov.uk/apply/masters-scholarships**

All applications, must be submitted by **16:00 (GMT)** on **19 December 2018** at the latest.

You are advised to complete and submit your application as soon as possible, as the online application system will be very busy in the days leading up to the application deadline.

Your application must include the following supporting documentation by **16:00 (GMT)** on **4 January 2019** in order for your application to be eligible for consideration:

- Proof of citizenship or refugee status – uploaded to the online application system

- Full transcripts detailing **all** your higher education qualifications (with certified translations if not in English) – uploaded to the online application system

- References from at least two individuals – submitted directly by the referees to the online application system (referees will be sent an email request)

The CSC will not accept supporting documentation submitted by nominating agencies or outside the online application system.

Supporting documentation uploaded to the online application system must be uploaded as files which are no more than 5 MB in size and must be in one of the following formats: PDF, .doc, .docx, .odt, .jpg, .jpeg. Files submitted in any other format (including Zip files and PDF Portfolios) will NOT be accepted.

Awards offered by the CSC are subject to the ongoing endorsement of the nominating body. The CSC cannot accept nominations for these scholarships from other organisations or applications directly from individuals; such applications will not be acknowledged.

Organisations that wish to be invited to nominate candidates for these scholarships should write to the Executive Secretary, Commonwealth Scholarship Commission in the UK, Woburn House, 20-24 Tavistock Square, London WC1H 9HF, UK.

SELECTION PROCESS

Each year, the CSC invites each nominating body to submit a specific number of nominations. The deadline for nominating bodies to submit nominations to the CSC is **25 January 2019**.

The CSC invites around three times more nominations than scholarships available – therefore, nominated candidates are not guaranteed to be awarded a scholarship. There are no quotas for scholarships for any individual country. Candidates nominated by national nominating agencies are in competition with those nominated by other nominating bodies, and the same standards will be applied to applications made through either channel.

Each nominated candidate's application will be considered firstly by an academic adviser with expertise in the subject area concerned, and then by the CSC's selection committee in competition with other candidates.

Applications will be considered according to the following selection criteria:

- Academic merit of the candidate

- Quality of the plan of study

- Potential impact of the work on the development of the candidate's home country

For further details, see the Commonwealth Master's Scholarships 2019 selection criteria at **http://cscuk.dfid.gov.uk/apply/masters-scholarships**

TENURE AND PLACEMENT

Awards are tenable at any approved UK university or higher education institution with which the CSC has a part funding agreement (as mentioned previously) for a specific programme of study. Awards are to obtain one degree; funding will not be extended to enable candidates to complete a qualification in addition to or higher than that for which the selection was made. Awards are made in respect of **full-time study only** and no other course of study may be undertaken at the same time.

The CSC funds **one-year** taught Master's programmes only and does not fund MBAs.

You must make clear in your application which qualification you are applying for. This will enable the CSC to consider your application in the correct category. Applications which do not make this clear may be considered ineligible.

You are advised to list three universities and courses that you think are the most appropriate for your study, in order of preference, and to explain your reasons. This is important because the CSC will not change the university or course (or the order of preference) of a provisionally selected candidate after the point of selection, unless exceptional information becomes available that could not have been foreseen at the time of application.

The CSC will make the final decision on institution of study, and reserves the right to overrule any preferences indicated by the candidate. The CSC will consider the suitability of the course and its value for money when deciding on any overrule.

You must take the necessary steps to secure admission to your preferred universities in advance of your scholarship application. Many courses have strict admission deadlines. You should check admission requirements carefully when applying.

VALUE

Each scholarship provides:

- Approved airfare from your home country to the UK and return at the end of your award (the CSC will not reimburse the cost of fares for dependants, nor the cost of journeys made before your award is confirmed)

- Approved tuition fees

- Stipend (living allowance) at the rate of £1,084 per month, or £1,330 per month for those at universities in the London metropolitan area (rates quoted at 2018-2019 levels)

- Warm clothing allowance, where applicable

- Thesis grant towards the cost of preparing a thesis or dissertation, where applicable

- Study travel grant towards the cost of study-related travel within the UK or overseas

- If you are widowed, divorced, or a single parent, child allowance of £465 per month for the first child, and £114 per month for the second and third child under the age of 16, if you are accompanied by your children and they are living with you at the same address in the UK (rates quoted at 2018-2019 levels)

The CSC's family allowances are intended to be only a contribution towards the cost of maintaining your family in the UK. The true costs are likely to be considerably higher, and you must be able to supplement these allowances in order to support any family members who come to the UK with you.

For more information, see the current Handbook for Commonwealth Scholars and Fellows, available at **http://cscuk.dfid.gov.uk/award-holders/handbook-forms**

Please note that the conditions outlined in the Handbook are subject to change.

GENERAL CONDITIONS

- A Commonwealth Scholarship covers fees, approved fares, and personal maintenance. Other scholarships, awards, or bursaries that cover the same costs may not be held concurrently.

In order for the CSC to administer your application effectively and efficiently after you have submitted, it will be necessary to create a record in your name. If you are nominated for an award to the CSC, your details will be kept on file. Basic anonymised demographic data for all applicants will be kept for analytical research. The CSC is committed to protecting your personal information and to being transparent about the information we are collecting about you and what we do with it. To find out more, see our privacy notice: **cscuk.dfid.gov.uk/privacy-notice**

- If your application is successful, the CSC will notify you via email that you have been provisionally selected (selected for an award subject to the CSC agreeing your terms of admission to the university)

- The CSC does not require any candidates to take an IELTS (English language) test. You should note, however, that, as a further condition of your scholarship, you may be required by your university to provide evidence of a particular level of English language proficiency.

- The CSC will not be able to offer you a scholarship if it would contravene the terms and conditions of another scholarship that you have previously held.

- When terms of admission to the university have been agreed, the CSC will send you a Notification of Award (formal offer of a scholarship).

- When all conditions of the Notification of Award have been met, the CSC will send you a formal Confirmation of Award.

- You will be required to submit a medical report before your Confirmation of Award can be issued.

- You will be required to sign an undertaking to return to your home country as soon as possible after the end of your award.

- You are expected to start your award on the date stated in your Notification of Award.

- If you require a Tier 4 visa to come to the UK to study, you must meet all relevant immigration requirements set by UK Visas and Immigration. You should check the GOV.UK website at **www.gov.uk/tier-4-general-visa** for updated information.

- All UK immigration regulations are set by UK Visas and Immigration and are subject to change. The CSC has no control over these regulations.

- You will be selected for an award on the basis of the plan of study outlined on your application form, which is not expected to change significantly during your award. Any such changes must be agreed by the CSC.

- You are expected to reside in the UK throughout your award, and to seek approval from the CSC in advance for any overseas travel.

- You must not undertake paid employment during your award without approval from the CSC in advance.

- The CSC will consider a request to extend your leave to remain in the UK after your award only if you wish to move from Master's to PhD study. Strict conditions will apply.

- The CSC cannot provide a letter of support or permission for you to remain in the UK after your award to enable you to work.

- Your award may be terminated at any time for reasons of unsatisfactory conduct, progress, or attendance, or if your registration is suspended or terminated by your university for any reason.

- In line with the UK Bribery Act 2010, any applicant convicted of bribery will be banned from reapplying for a Commonwealth Scholarship or Fellowship for a period of up to five years.

- Applicants are expected to adhere to the CSC's Code of Conduct for award-holders which states:

As a Commonwealth Scholar or Fellow, you are an ambassador for both the CSC and your home country, and your actions and remarks will have an impact on the reputation of both. You are therefore expected to adhere to high standards of conduct and behaviour and to show respect to others and your surroundings at all times.

The CSC aims to enable a free exchange of ideas during all its activities in order to achieve the maximum potential impact for all participants. Recognising the diversity of backgrounds among our award holders – in terms of race, religion, gender, sexuality and cultural values – you are reminded to always be respectful to others.

The CSC is committed to proactively safeguarding and promoting the welfare of Commonwealth Scholars and Fellows, and to protecting all those with whom the CSC comes into contact. The CSC

requires Commissioners, Secretariat staff, and Scholars and Fellows to fulfil their role and responsibilities in a manner consistent with requirements for safeguarding. The CSC safeguarding policy will be available at www.gov.uk/cscuk

Any complaints received will be taken very seriously and any behaviour that does not adhere to the above values and expectations will be addressed by the CSC.

- The CSC is committed to administering and managing its scholarships and fellowships in a fair and transparent manner. For more information, see the CSC anti-fraud policy and procedure at **https://www.gov.uk/government/publications/csc-in-the-uk-anti-fraud-policy-and-procedure** and the DFID guidance on reporting fraud at **https://www.gov.uk/government/organisations/department-for-international-development/about#reporting-fraud**

- All terms and conditions of award are subject to UK local law and practices, and are subject to change by the CSC.

For more information, see the current Handbook for Commonwealth Scholars and Fellows, available at **http://cscuk.dfid.gov.uk/award-holders/handbook-forms**

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Commonwealth Scholarship Commission in the UK
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www.dfid.gov.uk/cscuk