Introduction – Undergraduate Travel Scholarships Programme

The University is delighted to offer a range of undergraduate travel scholarships funded by generous donations from our alumni and friends. The awards are primarily for international travel and are designed to allow students to take up opportunities that will allow them to broaden their minds, engage with communities or further their academic studies.

Applications are made by completing the ‘Undergraduate Travel Scholarships’ application form in MySaint and uploading a project outline, budget and reference from a member of academic staff. Applications are assessed on the overall value of the project and demonstration of financial need, rather than academic excellence alone.

Successful candidates will be offered one of the awards listed at the end of this document.

Eligibility

Applicants must be a matriculated undergraduate student at the University of St Andrews at the point of travel (final year students are therefore ineligible).

Before beginning an application, applicants should consult the eligibility criteria for the scholarships within the programme (see page 3) to ensure they are eligible for at least one award.

Terms and Conditions

Applications must be submitted online prior to the deadline of 12 noon (GMT) on Friday 20 March 2020. Late or incomplete applications will not be considered under any circumstances.

Applicants must obtain a reference from a member of academic staff in support of their application, which must be uploaded to the MySaint portal prior to the deadline. It is strongly advised that applicants discuss their trip with their referee prior to requesting a reference so that the referee can speak knowledgeably to the merits of the project.

In the event that a referee prefers to submit their reference directly, they should do so via email to stewardship@st-andrews.ac.uk. Applicants must then upload a note to the reference section that
states the reference has been sent directly. Failure to do so will mean the system will not recognise the application as complete and it may not be considered further.

The proposed travel must take place during the 2020 summer break. In the event that travel is not undertaken, the scholarship must be refunded to the University. Should the nature of the trip change significantly, the University must be consulted to ascertain whether the scholarship can be used for the new purpose.

Award recipients are required to submit a report for the donors of their scholarship following the completion of their trip. The Development Stewardship team will request the report in semester one 2020/21 and will issue guidelines. Students who fail to submit a report will not be considered for future funding and may be required to return the funding received.

A summary of the names of students awarded scholarships, along with their year and programme of study will be passed on to the University and/or relevant external trustees.

**Safety Guidelines**

Applicants should adhere to up-to-date travel advice from the Foreign and Commonwealth Office when planning their application, and, if successful, when travelling. Applicants who are not citizens of the United Kingdom are further required to consult the travel advice of their home government.

Applicants should not under any circumstances make plans to travel to areas or undertake activities which would place them in unreasonable danger.

A risk assessment for the intended travel must be completed and approved by the University’s Health and Safety team prior to departure. Details of how to complete this will provided to successful applicants in due course.

Scholarship funds will not be transferred until risk assessment approval is granted by the Health and Safety team. Failure to secure approval will result in the scholarship being rescinded.

**Scoring Criteria**

The Undergraduate Travel Scholarships Committee will assess applications on the following criteria:

- Well planned project
- Project impact (benefit to self and/or others)
- Demonstration of financial need
- Quality of reference
Scholarships Available

*Please note these awards are not listed individually in MySaint. Applicants are required to complete the Undergraduate Travel Scholarships form only but may, if they wish, note within their application which awards they are eligible for.

Alexander H Smith Travel Bursary
Open to Modern Languages students who are studying at least two languages. An award of £400 is available to support international travel. This award was funded by a bequest from the late Dr Alexander H Smith, MA German (1941).

Ede & Ravenscroft Travel Scholarship
Open to first and second year undergraduate students who have performed well academically. Two awards of £500 are available to support an expedition or period of adventurous foreign travel.

Nisbet Memorial Travel Scholarship
Open to undergraduate students. Awards of £250 are available to support travel abroad in connection with a student’s course of study or for some other creative or practical purpose. Travel for the purpose of a holiday will not qualify.

Norman Kemp Smith Travel Scholarship
Open to students in their Junior Honours year or students in their final year of a General degree before progressing on to further study in St Mary’s College or to a course of clinical medicine. Awards of £250 are available for recreational purposes and applications need not be related to academic study.

St Salvator’s Hall Travel Scholarship
Open to students who are residents of St Salvator’s Hall. Awards of £250 are available to assist students to partake some form of interesting international travel and applications need not be related to academic study. Awards are based on academic merit and contribution to the life of the hall. This award was established to mark the Golden Jubilee of St Salvator’s Hall in 1980.

Walker Trust Travel Scholarship
Open to students who have attained a satisfactory level of academic progress and are positive and active participants in the extracurricular life of the University. Awards of up to £500 are available to students who intend to carry out a course of study at a foreign university or a trip of educational value to a foreign country, excluding official university-planned expeditions.

Zannah Stephen Memorial Travel Scholarship
Open to third year students within the Schools of Art History, Biology, Geography and Sustainable Development, Earth and Environmental Sciences, History, and Modern Languages. Two awards of £300 are available to support international travel. Applications for underwater pursuits will not be considered.