



University of Sanctuary Undergraduate Scholarship 2024/25

Supporting and promoting access to education
for refugees and asylum seekers

Information and Guidance Notes 2024/25

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1. Background Information

1.1 Context

At the University of Limerick, we firmly believe that a University education should be a possibility for all. We have been committed to providing access to our University for people from all backgrounds. It is within this spirit of welcome that we sought recognition as a University of Sanctuary.

As a University of Sanctuary, we focus on enabling access to third level through a number of financial support plans and programmes to aid with the transition to University. We also recognise that as an academic institution we provide a safe space in which issues which are directly impacting the lives of refugees and asylum seekers can be discussed.

The University of Limerick has committed itself to promoting and enabling refugees and asylum seekers to access third-level education through various activities and [Scholarship programmes](#).

1.2 Objective of Award

Consistent with the vision, goals and target groups in the programme, the objective of the proposed University of Sanctuary Scholarship is to encourage and enable **international protection applicants, or those already granted international protection who are required to pay tuition fees and/or cannot access student finance**, to participate and succeed in higher education.

1.3 Scope of Award

The University of Sanctuary Scholarship will provide financial support through scholarships and bursaries to first-time higher education applicants who identify as a refugee, asylum seeker or a person in a refugee-like situation as defined by the [UNHCR 1951 Refugee Convention](#) and who have made an application for International Protection.

Specific eligibility criteria are set out in Section 2.2 below.

Successful applicants for the Sanctuary Scholarship at the University of Limerick will be eligible for **tuition free waivers** (i.e. no fees) places at university until such time they qualify for a fee grant or an exemption from fees (if at all).

The University of Limerick will provide a financial bursary to support student related costs. Students will need to cover their own accommodation, living costs or travel costs. Applicants should only apply if they are able to support these costs themselves during their time at university.

2. Administration of the Scholarship

2.1 Management of Award

The University of Sanctuary Scholarship is managed by the University of Limerick Sanctuary Committee.

2.2 Eligibility criteria

The University of Sanctuary Scholarships are targeted at first-time higher education applicants who are:

- Currently international protection applicants, or have been granted Refugee Status, Subsidiary Protection or Discretionary Leave to Remain (DLR) as a result of their application for international protection, where evidence has been provided.
- Have applied through the CAO for a place on a full-time undergraduate course at the University of Limerick as a Leaving Certificate, QQI or Mature Student applicant in the University of Limerick.
- Are not currently eligible for [‘free fees’](#) for a full-time undergraduate course or for a SUSI fee grant or for the Student Grant Scheme for Asylum Seekers (if applicable for 2024/25).

Applicants must meet these strict eligibility criteria and be in a position to verify their circumstances in order to apply. Applicants who do not meet the criteria will not be considered for the scholarship. Incomplete applications and/or applications without the required supporting documentation will not be considered. If you have any questions about whether or not you should apply for a scholarship, please contact: ULSanctuary@ul.ie.

2.3 Awards and offers process

Up to 10 scholarships are available for applicants to all full-time undergraduate courses in the University of Limerick¹.

As it is expected that the number of applications will exceed the number of scholarships available, in the case of those who have asylum seeker status, priority will be given to the eligible asylum-seeking applicants who are living in [local](#) direct provision centres.

The awarding of the scholarship is dependent on the student registering at the University of Limerick. Students are not entitled to receive the University of Sanctuary Scholarship in conjunction with any other scholarship, bursary or award.

Following initial assessment, the University of Sanctuary panel will contact you to let you know whether or not your application will progress to the next stage of the selection process. As an oversubscription to the scholarship is expected, if your application is taken forward, you may be invited to an interview to discuss the information you have provided in your application. If you are

¹ The Mature Student Access Certificate (MSAC) will not run for the 2024/25 academic year. While UL fully believes in an access programme to support students on their education journey the programme is now undergoing a full review in order to ensure it is fit for purpose and is providing the best possible learning outcomes for potential students.

successful in being selected for a University of Sanctuary Scholarship you will be informed within two weeks of your interview.

2.4 Submission of Application Forms

The 2024/25 University of Sanctuary application is an online application. Please click [HERE](#) to access the online application form (note: the application process will open on 1 April 2024 at 09:00). All relevant supporting documentation should be uploaded alongside the online application.

Closing date for applications: 16:00, 31 May 2024.

3. Scholarship Conditions

3.1 Period of eligibility and student progression

- 3.1.1** The scholarship will be awarded for the normal duration of the undergraduate programme and is available across all disciplines, until such time the scholarship holder becomes eligible for state supports (see point 3.3.3 below).
- 3.1.2** Scholarship holders will be expected to fulfil University of Limerick regulations and to undergo any examination/assessment as determined by the University of Limerick.
- 3.1.3** Scholarships will be renewed on successful progression to the next year of the course, where relevant. It will not be paid in respect of a repeat period of study.
- 3.1.4** A scholarship may be awarded for a maximum of four years full-time (unless the natural duration of the undergraduate programme exceeds four years).
- 3.1.5** A scholarship holder, during the course of their studies, may defer a maximum of one year with prior approval from University of Limerick.
- 3.1.6** The University of Limerick may terminate a scholarship at any time, where the scholarship holder no longer meets the terms and conditions of the scholarship Award.

3.2 Value of Scholarships

The University of Sanctuary Scholarship will be in the form of a fee waiver for tuition fees. The scholarship will be applied each year of the undergraduate programme up to a maximum of four years for full-time students providing that the recipient complies with the scholarship guidelines, remains eligible for the scholarship and progresses to the next academic year of their course.

If a student is in need of additional financial support in order to be in a position to meet the day-to-day costs of attending college, they may be eligible for national awarding schemes such as the Back to Education Allowance or for other subsistence scholarships or bursaries. See www.studentfinance.ie for further details and eligibility criteria for such schemes.

3.3 Conditions in respect of other supports

The following conditions will also apply:

- 3.3.1 Applicants are not entitled to receive the University of Sanctuary Scholarship in conjunction with any other scholarship, bursary or award of similar description, irrespective of value.
- 3.3.2 Applicants are not entitled to receive the University of Sanctuary Scholarship if they are eligible for mainstream support. Awarding and 'free fees' for a full-time undergraduate courses or for a SUSI fee grant or the Student Grant Scheme for Asylum Seekers (if applicable for 2024/25).
- 3.3.3 The scholarship holder must inform UL Sanctuary if their immigration status changes during the duration of their programme, and they become eligible for state supports.

3.4 Other Conditions

- 3.4.1 It will be a condition of Awarding that necessary data sharing arrangements between the University of Sanctuary committee and other relevant bodies (e.g. University of Limerick fees office, relevant faculties, Admissions Office, Mature Student Office) are in place, subject to data protection considerations. Therefore, applicants are made aware that the University of Sanctuary committee may enquire with these bodies in order to carry out the selection process.
- 3.4.2 Awardees under the Award may be invited to participate/attend publicity events. Participation by award recipients in publicity events should be voluntary, and there are no obligations on award recipients in this regard.

4. Data Collection and Sharing

Information on how applicants' personal data is processed is available in the Privacy Notice on the University of Sanctuary Scholarship Application Form. Applicants' data may be shared with relevant departments within the University of Limerick only (e.g. Fees Office, Admissions Office, Mature Student Office, Relevant Faculties) for the purposes of processing scholarship applications and for confirming eligibility for a scholarship.

5. Appeals

Appeals will open on 01/08/2024 and close at 4.00 P.M. on 15/08/2024. You can only make an appeal on the basis that you believe there was an "administrative error in assessment" i.e. that you think a mistake was made when your application was being reviewed that led to you not being awarded the Scholarship. No further documentation/information can be provided by the applicant at appeal stage.

Appeals will be independently reviewed i.e. no member of staff involved in making the original decision will be involved in the appeal decision process. A letter detailing the outcome of your appeal will be e-mailed to you. There will be no further stage of appeal beyond this final decision.

6. Contact details for queries and assistance

For further information on any aspect of completing your application, please email ULSanctuary@ul.ie. **Closing date for applications: 16:00 noon, 31 May 2024.**

Appendix 1: Sections of the UL Sanctuary Scholarship Application Form

Introduction

Please review the requirements of the UL Sanctuary Scholarship Application Form before completing the online application, and ensure you read the Information and Guidance Notes above.

Once received, you will receive a notification message at the end that your application has been submitted. Incomplete or late applications will not be considered.

Student Data Protection Privacy Notice

The University of Limerick (the University) must process the personal data of its students (you) in order to carry out its functions and manage its operations. The processing of this data is carried out in accordance with the General Data Protection Regulation (GDPR) / Data Protection Acts 1988-2018 and with the University's Data Protection Policy. The University is the Data Controller for personal data we process about you.

The purpose of this Data Protection Privacy Notice is to explain how the University uses personal data we collect and hold about prospective, current and graduated students of the University. This notice should be read in conjunction with the University's Data Protection Policy and Compliance Regulations (available at <http://www.ul.ie/dataprotection>).

This notice extends to all your personal data as defined under Article 2(1) of the General Data Protection Regulation (EU) 2016/679. The full, printable version of the University's Student Privacy Notice can be viewed at: <https://www.ul.ie/corporatesecretary/data-protection/privacy-notice>.

Immigration Status (refer to section 2.2 Eligibility Criteria)

Please provide documentary evidence of your immigration status e.g. an up-to-date copy of a Department of Justice and Equality letter confirming your permission to reside in Ireland OR copy of a document containing Immigration Service Delivery (ISD) Person ID Number.

(File type: .pdf, .doc, .png, .jpg)

Personal Statement

Please upload a statement that tells us why you are applying for the Sanctuary Scholarship. (Please upload a statement of 800 max. words) This includes:

- (i) Why you have chosen your UL course of study;
- (ii) What you have done/ are doing to work towards your university programme;
- (iii) Your ambitions for the future;
- (iv) How the scholarship will help you to achieve your ambitions.

(File type: .pdf, .doc)

Applying to University of Limerick

What entry route are you applying to UL:

- QQI Entry
- Leaving Certificate
- Mature Student Entry

Please note that the UL Sanctuary Scholarship is only available for undergraduate programmes.

What course(s) have you applied to, starting September 2024?

Do you have a CAO number?

Have you already been offered a place on a chosen course?

Are you eligible for State funding? (i.e. SUSI Grant, Back to Education, etc.)

Have you been awarded any other scholarship or bursary?

Information about your Professional Referee

Please note that this is a very important part of the application and we may contact the referee without informing the applicant. We will not consider an application without an adequate reference.

Please upload your professional referee's statement

Your professional referee's statement should be no more than 500 words to cover the following information:

- (i) What are the applicant's personal circumstances and what barriers have they overcome to continue their education?
- (ii) How well suited is the applicant to the University course they wish to take?
- (iii) What contribution has the applicant made to your school/college/organisation or to life in their community?
- (iv) Any other information that you consider relevant to the applicant.

(File type: .doc, .pdf)

Consent to verify requirements

Applicant hereby gives consent to University of Sanctuary Committee to make enquiries to all relevant bodies (see section 3.4.1 of the information and guidance notes) to satisfy itself that the information I have supplied is true and correct.

Applicant Declaration

Applicant declares that all the information supplied in this application is true and correct that any supporting documentation submitted with the application is genuine. Applicant understands that if any false information is submitted, the application and/or any award will be discontinued immediately.