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RADA Scholarships Policy and Process

Introduction

This document outlines RADA's approach to awarding financial scholarships to students during 2021-22. We have, in the past, referred to scholarships and bursaries whilst using the terms interchangeably. As we do not distinguish in terminology between a bursary (usually means-tested) and a scholarship (usually awarded on merit), from 2021-22 we will refer to all funds distributed as 'RADA Scholarships' for simplicity.

RADA Scholarship Scheme rationale and core principles

1. RADA wishes to make it possible for its students to take up the opportunity of a place at the Academy and to benefit from the training it offers.
2. Students from all RADA higher education courses validated by Kings College London (KCL) may be considered for scholarships, although in the case of limited funds, we will focus our awards on those on undergraduate programmes and students who are new to higher education.
3. The Scheme is generally only open to UK or IRE students. International students from other countries may only be considered for Scholarships in exceptional circumstances or if there are dedicated awards for these students.
4. To assess student need for maintenance support, RADA determines a living allowance on an annual basis. This is arrived at by an analysis of average student finances, coupled with research from other institutions and funding councils about the cost of living in London. For 2021-22 we have set a **student living cost of £14,000** based on 10 months in which it is difficult for our students to hold down part-time work whilst studying.
5. We require that students take all publicly financed support available to them including fee and maintenance grants and loans (depending on local arrangements). This includes Master's Loans where applicable. We will also be sympathetic to students from religious backgrounds which preclude the use of traditional loan finance (in the current absence, for example, of Sharia-friendly loans).
6. In general, students may choose whether they wish to offset some of their fee debt through financial aid or use it for day-to-day living.
7. RADA reserves the right to allocate credit for meals in the in-house refectory, credited through a pre-paid card, as part of the scholarship package (if this service is available).
8. RADA reserves the right to allocate funds to a Student Hardship Fund to assist individuals in particular, immediate and/or unexpected need. This can include the allocation of funds to pay for particular support for students (such as physiotherapy) who would not otherwise be eligible for any financial assistance.
9. RADA may create a specific stream of Scholarships associated with students on access and participation programmes, short courses or other non-subsidised courses, especially where this helps RADA to achieve its access and participation aspirations and/or where funds have been raised for this specific purpose. RADA will consider students eligible for financial

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support if they have a joint parental (or personal income, as applicable) of between £0 and £43,000.

10. For Irish students the threshold will be £60,000, due to lack of access to funding. Scholarships may be awarded to students with personal/family incomes higher than this, but it will be on an exceptional basis. Students with a family income in excess of £60,000 are unlikely to receive scholarship support from RADA. RADA will always aim to match financial eligibility with the SLC threshold.
11. RADA will usually award in one year two fully-funded scholarships of £9250 covering full fees, and two fully-funded scholarships of £9250 plus maintenance support (c. £14 000 as cash payment). Each of these commitments is usually made for one acting and one TTSM student over the whole course, and may be used for undergraduate and postgraduate students. They will be targeted at students from lower-income backgrounds who might not otherwise be eligible for student financial support.
12. We will consider applications from students who have studied for a previous degree level qualification. However, undergraduate students will be prioritised. In the case of a student studying their third or fourth degree level (or above) qualification at RADA, we would expect the student to be able to fund their own training and are unlikely to consider an application for financial support.

General Eligibility

13. Students must meet the following criteria.
 - a) Students must be registered on a higher education programme at RADA validated by KCL and be classed for funding purposes as a 'RADA student'. Students on the MA Text & Performance are not included as their home institution is Birkbeck, even though the course is delivered in partnership with RADA.
 - b) Students must have taken all finance available to them as outlined above at point five.
 - c) Students must be willing to provide proof of joint parental income or their personal income to determine if they meet the government agency definition of being 'independent'.
 - d) Students new to RADA are required to provide evidence of their own attempts to raise additional finance to contribute to the cost of their courses.

Income-derived criteria

14. Students must meet one of the following criteria.
 - a) The student meets the income criteria as a UK/IRE undergraduate student who is new to higher education.
 - b) The student is a 'second degree' student who meets the same income criteria for the year in which they join the course. This includes second degree students entering their third year at RADA.
 - c) The student is classed as a care leaver/looked after or 'estranged' and is thus eligible for an additional annual financial award of £3,000 per year for each year of study.

Allocation

15. All students meeting these criteria and with a family income of £43,000 or less will be given an award by RADA which brings the total amount received to a minimum of £3,000.

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16. The rationale for a flat, not stepped, award is that in scrutinising student circumstances it is generally those in the middle-income bracket between £25k and £43k who have the largest shortfalls between the income they can receive through loan, maintenance support and parental/personal contribution and the average cost of living in London.
17. As RADA wishes to retain all its students, not just those on the very lowest incomes, this is the fairest way of ensuring parity across the student body. Those on the lowest incomes can receive additional support through discretionary awards including named scholarships.

Discretionary awards criteria

18. Students must meet one of the following criteria.
 - a) The student may be from any UK/IRE background, not only new to higher education, thus postgraduate students classified as 'RADA students' are eligible.
 - b) An estimation of how much the student is able to contribute to his or her expenses, including through savings, earnings and fundraising efforts. (Students will not normally be penalised for success – i.e. receive less than someone who has not raised funds - and success in raising funds might be taken into account in subsequent years).
 - c) Satisfactory progress within the course, including remaining in good standing with RADA through their behaviour (this is not about high levels of achievement, but students at risk of failing, subject to disciplinary action, including criminal charges, or failing financial obligations might also find that this affects the allocation of scholarship funding).
 - d) The student's willingness to support him/herself and RADA by fulfilling the required expectation for interaction with their sponsor or funding body).
 - e) Specific learning need.
 - f) Meeting any specific criteria associated with named scholarships.

Named scholarships

19. A variety of named and competitive awards are available to students, based on specific sets of criteria. The Scholarships Committee will nominate based on criteria of the award, as circulated by the Development department. Student and Academic Services will prepare the nominations and organise any requirements from the students, whilst the Development department liaise with any relevant external contacts, communicating final nominations. The process of becoming a scholar can involve an interview and consequent scholar reports throughout training.
20. An overview of scholarships and nominations criteria will be circulated by the Secretary to the Committee at the start of each academic year, as compiled by the Development Manager – Trusts and Foundations.

RADA Student Hardship Fund

21. A fund of £7,000 is held against emergencies. The Registrar/Deputy Registrars can make small awards of up to £200 to individual students for crisis situations (which must be documented). Any award higher than this would require sign off by the Director of Finance and Operations and another member of the Senior Leadership Team who is a member of the Scholarships Committee.
22. The fund might also be used to support students not otherwise eligible for RADA financial assistance, with emergency needs.

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Annual reporting

23. Throughout the year the Higher Education Courses team within Student & Academic Services will maintain records of progress for each student in receipt of a scholarship. These will be supplemented towards the year end by reports from Course Directors and submitted following the July Assessment Boards to the Development Department for despatch to funding bodies and individuals.

Reports to the Committee

24. The Deputy Registrar will report annually to the Committee, usually at the September meeting, on the previous year's activity. The Scholarships Committee will receive regular updates on expenditure against the scholarship fund throughout the year.

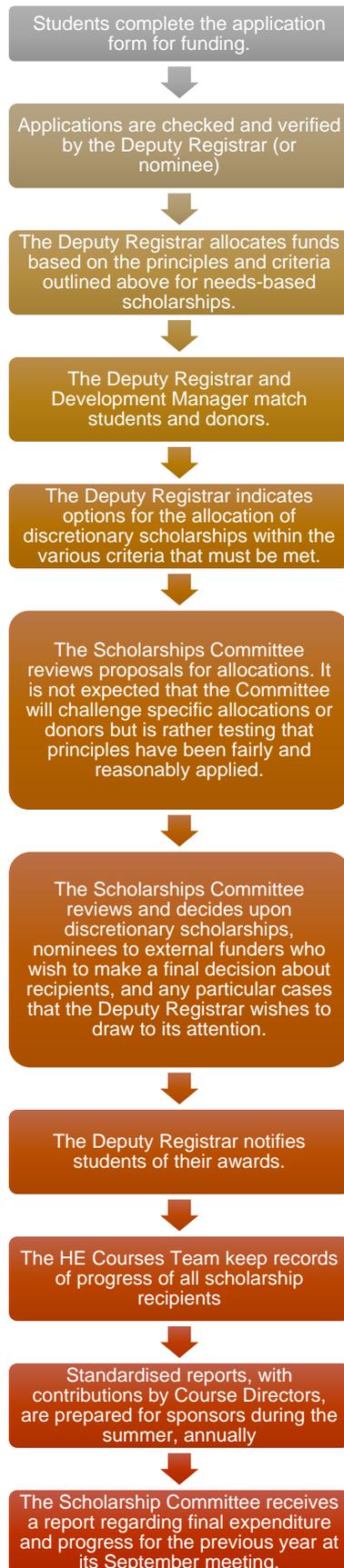
Timing of allocations

25. The Committee endeavours to make its first decisions for the academic year by the end of Week 3 (usually end of September) for all students who have completed and returned their application form by the August deadline.

Original Policy created	October 2015
Policy Updated	May 2021
Document Approved by	Scholarship Committee
Date Approved	14 July 2021
Version	3.0
Review Date	Annually May 2022

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Allocation and reporting process



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RADA Scholarships Committee

Composition and Terms of Reference

RADA's Scholarships Committee reports to the Senior Leadership Team. Its activities may be included in the Director of Access & Participation's regular report to Academic Board. Its activities will be included in the Director of Development's report to Finance & General Purposes Committee (of Council, the trustees).

Membership

Director of RADA (Vice-Chair)
Registrar and Secretary (Chair)
Director of Actor Training
Director of Technical Training
Director of Finance & Operations
Development Manager (Trusts & Foundations)
Deputy Registrar (Admissions & Student Services)
Director of Access & Participation

Terms of Reference

- 1 To oversee, on behalf of the Senior Leadership Team, RADA's strategy for financial aid for students.
- 2 To set RADA's policy and criteria on the distribution of student scholarships.
- 3 To receive and approve proposals for scholarship distribution.
- 4 To monitor the effectiveness of the scholarship strategy.
- 5 To ensure appropriate reporting to sponsors, HESA and any other agencies for scholarship expenditure.

Frequency of meetings

As needed, likely to be once per term.

Quorum

50% of the membership present, always to include the Chair or Vice Chair

Clerk to the Committee

The Student Services Co-ordinator acts as Clerk to the Committee.