



Commonwealth Distance Learning Scholarships

**2019 terms and
conditions**



INTRODUCTION

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

This document outlines the terms and conditions of Commonwealth Distance Learning Scholarships offered by the CSC for citizens of developing Commonwealth countries in 2019. These scholarships are funded by the UK Department for International Development (DFID), with the aim of contributing to the UK's international development aims and wider overseas interests, supporting excellence in UK higher education, and sustaining the principles of the Commonwealth.

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 DISTANCE LEARNING SCHOLARSHIPS

Scholarships for individuals to study for a UK Master's degree while residing in their home country.

Purpose: To contribute to development needs of Commonwealth countries by providing training for skilled and qualified professionals in key development areas.

Intended beneficiaries: High-quality postgraduate students who wish to access training not available in their home countries, who wish or need to remain in their home country while they study, and who have the potential to enhance the development of their home countries with the knowledge and leadership skills they acquire.

Commonwealth Distance Learning Scholarships support courses offered in partnership with local providers in developing countries, as well as courses delivered directly by UK universities.

Commonwealth Distance Learning 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 CRITERIA

The university is responsible for ensuring its candidates meet the CSC's eligibility criteria.

To apply for these scholarships, candidates must:

- Be a citizen of, or be granted refugee status in, an eligible developing Commonwealth country (see overleaf), or be a British Protected Person;
- Be permanently resident in a developing Commonwealth country (see overleaf);
- Hold a first degree of at least upper second class (2:1) standard. A lower qualification and sufficient relevant experience may be considered in certain cases;
- Be unable to afford to study the programme without this scholarship.

Commonwealth Distance Learning Scholarships may not be held concurrently for more than one course.

If selected for a scholarship, candidates **must** be resident and remain in an eligible developing Commonwealth country and **must not** undertake study towards any other qualification for the duration of their award.

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

Bangladesh
Cameroon
Eswatini
Ghana
Guyana
India
Kenya
Kiribati
Lesotho
Malawi
Mozambique
Nigeria
Pakistan
Papua New Guinea
Rwanda
Samoa
Sierra Leone
Solomon Islands
Sri Lanka
Tanzania
The Gambia
Tuvalu
Uganda
Vanuatu
Zambia

HOW TO APPLY

Applications for 2019 will open to candidates on 1st February 2019 and will **close at 12:00pm (BST) (midday) on 22nd March 2019. Applications must include the required supporting documentation by 12:00pm (BST) on 5 April 2019.**

The university must nominate its chosen candidates to the CSC by 29th April 2019.

Before applying, you must check with your UK University for their specific advice, admission requirements, and rules for applying. Some universities may require you to complete their own admissions application form in advance of applying to the CSC, for which there may be a separate closing date. You must take the necessary steps to secure admission to your chosen course(s) at your preferred university/universities at the same time as applying for a Distance Learning Scholarship.

You can apply for more than one course and/or to more than one university, but you may only accept one offer of a Commonwealth Distance Learning Scholarship. The CSC will not accept any applications that are not submitted via the CSC's online application system.

Your application must include the following supporting documentation by 12:00pm (BST) on 5 April 2019 in order for your application to be eligible for consideration:

- Copy of your **valid passport or national ID card** showing your photograph, date of birth, and country of citizenship – uploaded to the online application system
- At least **one reference**– submitted directly by the referee to the online application system. Referees will be sent an email request however applicants are responsible for seeking permission from their referees in advance of submitting their application; for ensuring that their referees are available to complete the reference by the deadline; and that the referees have received the reference request email.

- An **offer letter** to start your chosen course of study in the 2019-2020 academic year - 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

The CSC will not accept supporting documentation submitted outside the online application system.

Supporting documentation uploaded to the online application system must be uploaded as files that 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.

SELECTION PROCESS

Each participating UK University will conduct its own recruitment process to nominate a specified number of candidates to be awarded Commonwealth Distance Learning Scholarships. Universities must put forward their nominations to the CSC by 29th April 2019. The CSC will confirm results to universities in July 2019.

Selection criteria include:

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

VALUE

Commonwealth Distance Learning Scholarships provide full tuition fees and all other compulsory costs of studying a UK Master's programme by distance learning. This includes the full cost of any residential components of a course.

GENERAL CONDITIONS OF AWARD

- A Commonwealth Distance Learning Scholarship may not be held concurrently with any other award.
- Commonwealth Distance Learning Scholars must not be registered for any other educational programme during their scholarship.
- 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 and the CSC has confirmed that you meet the eligibility requirements of the scheme, your university will notify you that you have been selected and will issue you with a Notification of Award.
- The CSC does not require any candidates to take an IELTS (English language) test. You should note, however, that 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.
- You will be required to sign a declaration confirming that you are a national of an eligible Commonwealth country, residing in a developing Commonwealth country and that either yourself or your family would be unable to pay to study on the programme for which you have been selected. Any false declarations will cause your award to be terminated, even if your course of study has started. In such circumstances, you will be required to refund any payments made by the CSC in connection with your award.

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



**Commonwealth Scholarship
Commission in the UK**

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