

THE QUEEN ELIZABETH II JUBILEE FUND

CONDITIONS OF AWARD, APPLICATION AND SELECTION PROCEDURES

1. GENERAL

A number of CIOB scholarships will be awarded in 2007. These will be tenable at any CIOB accredited university or educational institution for students of any construction related discipline, at bachelors or taught masters level, leading to the award of a university degree.

The awards will be made to students who have shown potential in the early part of their studies and are intended to provide study support during the final year.

A requirement of each scholarship will be that the recipient and the host institution agree that a major piece of work undertaken during the final year, as part of the programme of studies, is submitted to CIOB for possible publication. The scholarship does not require the recipient to carry out work over and above that required to attain their degree award.

Applications should normally be made during the year prior to the final year of study and will be considered by the QEII Jubilee Fund Scholarship Committee, who may elect to interview any or all of the candidates.

The conditions of award, application and selection procedures are set out below.

2. AWARDS

The total value of a CIOB scholarship will vary according to the circumstances of each applicant, and may be paid in phases, but the total amount of the scholarship fund for the year 2006-07 will not exceed £20,000.

CIOB scholarships are not subject to UK Income Tax, but may be considered taxable income by other countries.

3. ELIGIBILITY

To qualify for 2007 awards, candidates should:

- be in membership of the CIOB at the time they apply for a scholarship;
- be enrolled at a CIOB accredited university or educational institution in a construction related discipline at Bachelors level or be accepted for a course of studies at taught Masters level;
- by the time of scholarship commencement have completed at least two years of a bachelors degree, or be in the final year of a taught masters degree.

4. APPLICATIONS

- ✘ Candidates may only apply for one scholarship. Any candidate applying for more than one scholarship will be automatically disqualified.
- ✘ Each candidate must submit his/her application on the forms prescribed. Forms are available on the CIOB website.
- ✘ Applications must be endorsed by the Head of Department or Head of School of the candidate's educational institution.
- ✘ Applications must be accompanied by a letter of recommendation from the course director/tutor/supervisor.
- ✘ Candidates are required to be sponsored by a Corporate member (MCIOB/FCIOB) of the Institute.
- ✘ Completed applications must be received at the CIOB Head Office by noon on **Friday 30 March 2007**. Late applications will not be accepted.
- ✘ Candidates must justify the request for scholarship assistance by submitting with their application a short paper, of no more than 1200 words, explaining their preparation and plans for their final year. This should include an outline of the academic studies they will be undertaking, the work they intend to submit to CIOB, the scholarship sum applied for and how it will be used.
- ✘ Candidates must declare whether they have applied for, or intend to apply for, any other scholarship or grant or any other financial support towards their studies.
- ✘ Applicants will be required to submit an outline programme of study.

5. SELECTION

In appointing scholars, the QEII Jubilee Fund Scholarship Committee will look for:

- ✘ Distinction of intellect and character as evidenced both by their scholastic attainments and by other extra curricula activities and achievements.
- ✘ A potential to make a significant contribution to their own society.
- ✘ Strong motivation and seriousness of purpose, including the presentation of a specific and realistic academic programme.

The QEII Jubilee Fund Scholarship Committee will also take account of:

- ✘ educational standards achieved;
- ✘ academic or other qualifications;
- ✘ educational and career ambitions;
- ✘ work experience;
- ✘ recommendations of sponsors.

Every applicant will be advised in writing of the decision of the QEII Jubilee Fund Scholarship Committee by 31 May 2007. **The committee's decision is final and no correspondence will be entered into.**

Those nominated for a scholarship will be offered a scholarship in writing, and will be asked to accept or decline this offer in writing within a 30 day period from the date of offer.

6. TENURE

A CIOB scholarship is tenable for one academic year.

Scholar's supervisors or directors of study at their educational institution will be required to report to the CIOB on the applicant's academic progress and general conduct. Should a scholar cease to be an enrolled student at his/her place of study for any reason, the scholarship may be terminated at the sole discretion of the Scholarship Committee.

7. OTHER RULES

The CIOB reserves the right to abate its scholarships in instances where scholars are beneficiaries of other significant awards.

The scholarship recipient will be required to comply with the following conditions and give such undertakings as may be needed:

- ~ The scholarship is personal to the recipient, may only be used for the purpose intended and is not transferable. The scholarship does not confer or purport to confer on any third party any benefit or any right to enforce any term of the scholarship, and the Contract (Rights of Third Parties) Act 1999 is expressly excluded.
- ~ The holder of the award is required to commence the scholarship within 12 months of the date of the award or such other time as may be agreed by the QEII Jubilee Fund Scholarship Committee.
- ~ Within three months of completion of the scholarship the holder agrees to submit a copy of a substantial piece of work undertaken as part of final year studies to the Director of Professional and Technical Development of the CIOB. This may be in the form of a project or dissertation (in the region of 3000 to 5000 words), but not necessarily so as innovative approaches to study or presentation will be welcome. At the discretion of the editor the CIOB reserve the right for the work to be published in CIOB Publications.

The award is made, and the scholarship granted, on the understanding that neither the Chartered Institute of Building nor the donor company (if any) disclaims any liability to any third party anywhere in the world for any injury, damage, direct or indirect loss, consequential or economic loss or any other loss suffered by the award holder and/or its dependants.

Forms of application are available on request from Sue Dennison Tel: +44 (0)1344 630730, E-mail: scholarship@ciob.org.uk or by post: CIOB, Englemere, Kings Ride, Ascot, Berkshire SL5 7TB, United Kingdom.