



## Sanctuary Scholarships

Scholarships will be open to those in the International Protection System living in Ireland who are ineligible for state supports.

Scholarship awards will be renewable for the normal duration of the approved programme of study, subject to annual review and the satisfactory academic performance and good standing of the scholarship holder. Should a scholarship holder become eligible for state support (fees and maintenance) during the course of their studies they will no longer be eligible to receive funding under the scholarship scheme.

As part of the PATH III mentoring initiative, scholarship recipients will be assigned a mentor to provide support and guidance throughout their period of study at GMIT.

### **1. Eligibility:**

To be eligible for consideration for a Sanctuary Scholarship

- you must be in the International Protection System (except at deportation stage)

**AND**

- hold an unconditional offer of a place on an undergraduate programme in GMIT

**AND**

- be an entrant progressing to higher education in Ireland for the first time

**AND**

- not be eligible for other state supports for higher education.

### **2. Defer and Repeats:**

Successful recipients of a sanctuary scholarship must take up their place in the academic year of application. While an offer of a place on a course can be deferred, an offer of a scholarship cannot.

The Sanctuary Scholarship will be renewed on successful progression to the next year of the course. It will not be paid in respect of a repeat period of study (the institution may waive this rule in exceptional circumstances).

A scholarship holder, having successfully completed a minimum of one year of their course in GMIT, may defer a maximum of one year with prior approval from the Institution.

The institute may terminate a scholarship at any time, where the scholarship holder no longer meets the terms and conditions of the scholarship fund.

### **3. Funding:**

- 3.1. All fees (Student Contribution, Tuition Fees and Materials Fees) to be waived by the Institute.
- 3.2. Cost of maintenance to the value of the Full Adjacent Top up Grant will be funded for fulltime undergraduate students. Maintenance will be paid in nine instalments.

### **4. Application Procedure**

The application consists of:

- 4.1. A personal statement of 900 words (maximum) under the headings:
  - Challenges faced and how they have impacted on education.
  - Personal Achievements both in education and extracurricular activities e.g., sports, hobbies, volunteering.
  - Why you wish to pursue higher education in GMIT and the particular course you have chosen.
- 4.2. A completed application form.
- 4.3. Supporting documentation showing you are in the International Protection Scheme.
- 4.4. Any supporting documentation relating to education to date.
- 4.5. One reference from teachers or other adults who are qualified to comment on your suitability for third level studies. (Note: Referees must be independent and should not be related to, or a friend of, the applicant or family member).

### **5. Assessment Procedure**

5.1. Applicants may be called for interview. Applications will be reviewed under three headings reflecting the different elements of the application with marks allocated for the following:

- Challenges
- Achievements
- Motivation

- 5.2. The principle of gender balance will be applied in making awards subject to all awardees meeting all eligibility criteria and conditions.
- 5.3. Priority will be given to applicants resident in Galway, Mayo, Roscommon and Clare through the provision of additional marks during applicant scoring.

### **6. Appeals**

Appeals will be accepted up to five days after notification of outcomes of application. Appeals are independently reviewed on two grounds:

- That the applicant believes there was an “administrative error in assessment” i.e. that they think a mistake was made when their application was being reviewed that lead to them not being awarded the Scholarship; or
- That the applicant believes “insufficient weight was given to an aspect of their application” i.e. that all their circumstances were not taken into account when their application was reviewed and/or that something important was not considered about their personal situation which was included in their original application.

No further documentation/information can be provided by the applicant at this appeal stage.

FOR OFFICE USE ONLY	
Date received	
Received by (initials)	

# SANCTUARY SCHOLARSHIP

## Application Form

**Closing date: 15<sup>th</sup> May**

### SECTION 1: GENERAL INFORMATION

<i>Please give your name as it appears on the CAO Form.</i>	
<b>First Name:</b>	<b>Surname:</b>
<b>Correspondence Address:</b>	
<b>Telephone Number:</b>	<b>Contact Number of Parent/Guardian (if under 18 years):</b>
<b>Email Address:</b>	<b>Date of Birth:</b>
<b>Country of Birth:</b>	<b>Nationality/Citizenship&gt;Status:</b>  (Please attach supporting evidence).
<b>CAO Number (if applying for entry to first year of a full-time undergraduate programme):</b>	<b>What gender do you identify as? (circle one)</b>  <input type="radio"/> Male <input type="radio"/> Female <input type="radio"/> Other
<b>When did you come to Ireland?</b>	

## EDUCATION

**Second Level Education** (Please attach any supporting evidence available e.g. results)

Schools(s) Attended	Dates Attended	
	From	To

**Third Level Education (if applicable)** (Please attach any supporting evidence e.g. results)

College(s) Attended	Dates Attended	
	From	To

## COURSE CHOICES

Please give the course code and the course title of each GMIT course for which you have applied.

## **SECTION 2: PERSONAL STATEMENT**

Please provide a statement under each of the following sub-headings:

### **Personal challenges (Max 250 words)**

Describe the challenges you have faced to date and in particular how they have impacted on your education.

### **Achievements (Max 400 words)**

My personal achievements in education and extracurricular activities e.g., sports, hobbies, volunteering.

**Motivation (Max 250 words)**

Describe why you wish to pursue higher education in GMIT and the particular course you have chosen. Detail how it will help you to realise your goals.

**REFERENCE**

Please provide one reference from someone who knows you e.g. teacher. The reference may be completed on headed paper and attached to this form or completed below. It should cover topics such as motivation, determination, reliability, educational performance, literacy, numeracy, adaptability to new situations or other factors which may be relevant to this application. Each reference must clearly state the name of the referee, their position/how the applicant is known to the referee and be signed and dated.

### **SECTION 3: DECLARATION**

*(Must be signed by applicant and by his/her parent/guardian if applicant is under 18 years)*

I declare that all the information provided is true, complete and accurate and refers to me, the applicant. I declare that assistance from other sources has not been received for the stated purpose/service which is the subject of this application.

I agree that all funding received will be used for the purpose intended.

**Signature of applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Signature of parent/guardian (if applicant is under 18 years):**

\_\_\_\_\_ **Date:** \_\_\_\_\_

## **Privacy Notice for Access Scholarship Applicants**

When you apply for GMIT's Sanctuary Scholarship, your personal data, which may include your name, address background and financial information, is processed by GMIT personnel.

When this information is provided by you to GMIT, for the purposes of assessing your application for financial support or access to a GMIT programme of study, GMIT Academic Affairs will act as a data controller in respect of that personal data which essentially means it will be responsible for how that personal data is processed.

Your personal data will not be processed by GMIT Academic Affairs for any other purpose other than for the purposes of assessing your application for financial support and access to a GMIT programme of study.

### **On what basis is your personal data is processed?**

The legal basis on which GMIT Academic Affairs processes your personal data is that it is necessary to process this personal data in order to assess your application for financial assistance or access to a GMIT programme, pursuant to the possible contract to which you are both party.

### **Who will have access to my personal data?**

GMIT's Sanctuary Scholarship is provided to two students following assessment and approval of applications to the fund. The review Committee is made up of members of the Student Services Team and Academic Affairs Staff who assess these applications. Your data is not shared with anyone outside of this committee. In the event the Sanctuary Scholarship is audited, your identifying information will be removed and the form will be sent for audit anonymously.

Furthermore, anonymised data may be processed for statistical and research purposes such as to provide information regarding demands on the fund etc. but again, you will not be identifiable by this data.

### **How long will we retain your personal data?**

The Academic Affairs Office will retain for your personal data for up to 3 years.

## **Your rights in relation to your personal data**

Under data protection law, you have a number of rights in relation to your personal data, which can be generally summarised as follows:

- The right to rectify data processed by Student Services;
- The right to erasure of data processed by the Student Services e.g. the right to be forgotten;
- The right to restrict and/or object to the processing of data processed by the Student Services;
- The right to data portability; and
- The right to a copy of the personal data processed by the Student Services e.g. the right to make a data access request.

Please note that in certain limited circumstances we may have a lawful basis for not complying with your request however, we will discuss this with you further should the need arise.

## **International Transfers**

The Academic Affairs Office will not process your personal data outside of European Economic Area ("EEA"). In the unlikely event that we are required to transfer your personal data outside of the EEA, we confirm that such processing will be carried out in accordance with our legal obligations under the General Data Protection Regulation (GDPR) (EU) 2016/679.

## **Further Information**

For any further information or in the event you wish to raise any concerns in respect of the processing of your personal data by the Student Service Office, please contact [admissions@gmit.ie](mailto:admissions@gmit.ie)

Where you believe that your personal data has not been fairly or lawfully processed or where you have any other issue with how the Student Services processes your personal data, you have a right to make a complaint directly to the Data Protection Commission at [info@dataprotection.ie](mailto:info@dataprotection.ie)

## **Acceptance of this Privacy Notice**

Please tick the box below to confirm that you have read and understood the information above and are agreeable to the terms of this privacy notice.

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## **Completed application forms should be returned to:**

**Assistant Registrar, GMIT, Dublin Rd, Galway or [admissions@gmit.ie](mailto:admissions@gmit.ie)**

- **Only forms accompanied by completed, signed and dated copies of the Sanctuary Scholarship Privacy Notice form and one reference can be assessed.** Applications received without these will be returned unassessed to the Applicant.
- **Deadline for receipt of applications is 15<sup>th</sup> May.**
- Students who abuse the fund, or intentionally falsify information, will be the subject of disciplinary proceedings as outlined in the GMIT Code of Student Conduct.
- Scholarship candidates may be called for interview after the application deadline. Recipients will be notified of their outcome after Round 1 offers are made.
- Should a student be paid a scholarship in error, the student will be required to refund the amount of the payment.