



**THE SAMSUNG / ROYAL BRITISH LEGION / BRITISH KOREAN VETERANS ASSOCIATION
SCHOLARSHIP FUND
TERMS AND CONDITIONS OF SCHOLARSHIP**

Trustees

Col George Gadd (BKVA)
Neil Townsend (BKVA)
Richard Pibworth (Samsung)
Steven Hawes (Samsung)
Ian Cannell (Legion)
Bob Mortimer (Legion)

Supervision and Administration

Sue Freeth (Director, Welfare, Legion)
Susan Jess (Secretary, Legion)

This document is prepared for Scholarship students. It acts as a guide and reference point for all issues related to the administration of the scheme.

1. Eligibility Criteria for Applicants

- Applicants must have UK nationality
- Applicants should usually be aged between 21 and 30 on 1 March in the year they take up their award.
- Applicants must be holders of recognised UK degrees or in the process of graduating.
- The Scholarship is open to members of the public, with a preference for applications from those with a family connection with the Armed Forces and in particular descendants of those members of HM Forces who hold, or are entitled to hold, the UK and/or the United Nations Korean Campaign Medals.

2. Pre-Scholarship Administration

Feb/March of year	Scholarship is publicised on TRBL website and distribution to universities and student advisors.
30 June of year	Application submission deadline.
By end July of year	Interviews and selection of candidate completed. (Offer subject to satisfactory references)

3. Interviews and Selection

Short listing and interviews will be conducted by the Trustees. All candidates will be contacted with results of the short listing exercise in writing, and successful candidates will be invited to interview.

Interviews will be held at the offices of The Royal British Legion at 199 Borough High Street, London SE1 1AA.

At interview, candidates will be asked to amplify on their ideas on why they believe they are particularly suited to receive the award, details of the course they intend to apply for, the level of support they believe would be required, and what actions they have already taken to prepare themselves for study in Korea. They will explain how they believe the period of study will benefit their future career.

It is envisaged that the student selected will also play an ambassadorial role for the UK, and will be required to attend a number of events involving Samsung and commercial organisations in Korea. Additionally, they will be expected to attend a number of functions arranged by Veterans' Organisations to consolidate the close relationships between the British and Korean Forces established during the Korean War. Candidates should be able to express their views on this commitment.

In selecting candidates for awards, in addition to the academic requirements, strong emphasis is placed on the individual's adaptability and ability to respond to cultural differences found in Korea.

Trustees will hope to select one applicant per annum for the award of the Scholarship, but this may be changed to two applicants at their discretion.

The successful candidate will be informed in writing and asked to confirm in writing their acceptance of the Scholarship, including these terms and conditions, no later than one week after receipt of offer.

Applicants will normally be aged between 21 and 30 in the year they take up the award, NOT the year of the award.

4. After Selection

If necessary, the successful scholar will be invited to meet with the Director Welfare and the Administrator at the Legion's offices to discuss initial thoughts on:

- Course to be studied
- Language training needs
- Visa requirements
- Accommodation
- Arrangements for the Awards Ceremony
- Activity between now and date of deployment
- Funding arrangements

5. Award Ceremony

The successful scholar will be invited to attend an award ceremony during October in London. This event is arranged by the Legion and attended by Trustees, members of the scholar's family, Patrons of the charity and other distinguished guests. The ceremony attracts media interest and is publicised on Legion and BKVA websites.

6. Preparations Prior to Deployment to Korea

A comprehensive knowledge of the Korean language is essential to make the most of the Scholarship. Pre-course language training is necessary. This will be arranged by the Administrator and will be provided by the School of Oriental and African Studies, University of London. The Trustees will only consider alternative arrangements for language tuition if this is necessary and a decision will be at their discretion.

Visa arrangements

By October each year, the scholar should have chosen their university and post-graduate course in Korea and put in an application. Once a formal letter of confirmation of acceptance has been received from the university in Korea, an application for a visa must be made. The scholar will need to provide the following:

- A Valid UK Passport
- A completed visa application
- Standard admission letter for students, substantiating educational ability issued by the president or dean of the university
- Confirmation of funding letter indicating ability to cover expenses of applicant (provided by the Legion)
- Administration fee (funded by the Scholarship fund)
- Substantiating documents for researchers, including a reference, if applicable.

The time required for processing a visa application is a minimum of 5 working days.

Please visit the Korean Embassy website for more details - korea.embassyhomepage.com/index.htm.

To avoid the problems associated with the issue of a full residential visa students should not deploy to Korea until the February of their first year which will allow the universities time to confirm placement offers and other administration to be completed.

The Royal British Legion will arrange the scholar's travel and medical insurance. Funding for this comes from the Scholarship grant.

The Royal British Legion will assist with the scholar's flight arrangements if required; funding comes from the Scholarship grant.

7. Deployment to Korea

To enable students to settle in Korea before the start of the degree course, it is desirable for them to be in the country by the end of February, in their first year, to enable them to complete all administrative requirements before the start of the degree course in March. The scholar will be required to send a copy of a Certificate of Admission from the university.

8. Courses at the University

Some assistance will be given in sourcing an appropriate course at a university in the Republic of Korea, but it is the responsibility of the scholar to find a university of their choice.

The Scholarship will begin in March and will be for either one or two years depending on the academic course. Students selected for a two year course will be required to provide evidence of successful completion of their first year of studies before funding for the second year will be confirmed. Failure to do so will result in the withdrawal of the Scholarship at that point. Those selected for a two year course will be required to provide written acknowledgement of this condition before their initial deployment to Korea. The scholar will send regular reports, providing updates of the progress of their course every semester to the Trustees.

9. Scholarship Funding

The Scholarship amount is fixed, **up to** £15k per year. The aim is to support flight costs, tuition fees, food, accommodation, travel and medical insurance, as well as the cost of an intensive language programme in the UK prior to travel. Any additional expenditure is the responsibility of the student.

10. Administration of Tuition Fees, Stipend

The Scholarship Fund and The Royal British Legion have a working agreement with the British Council in Seoul to assist with the administration of the payment of tuition fees and monthly stipends on behalf of the Fund. Tuition fees are transferred on a regular basis via the Legion's Trusts Account Manager to the British Council, who then pays the tuition fees direct to the university and allocates stipends to the scholar. The British Council's role is purely administrative and is not required to assist with personal matters on behalf of the scholars.

The British Council will provide a breakdown of expenditure annually, or upon request where needed.

The contact at the British Council is:

Ms Inyoung Bahng.
4F Hungkuk Life Insurance Building
226 Shinmunno 1-ga
Jongno-gu
Seoul 110-786
KOREA
Inyoung.Bahng@britishcouncil.or.kr

11. Accommodation

Deposits and Rental Agreements

In order to keep costs down, it is preferred that accommodation is sought in the first instance at the campus of the university of the scholar's choice.

Rental arrangements in Korea are slightly different to those in England. It is usual to have to pay a lump sum deposit (key money) in advance, then an additional sum each month as rent.

If privately rented accommodation outside the campus is to be considered, and a deposit is required to secure accommodation, the scholar must obtain the agreement of the Trustees via the Administrator as soon as possible. The British Council will be the only agents to assist with these arrangements. Any excess costs will be the responsibility of the student.

Where a deposit is required, a legal and binding contract must be prepared, specifically indicating that the full deposit is refundable and must be signed by the landlord and tenant before any transfer of funds. Original copies will be sent by post to the Royal British Legion at 199 Borough High Street, addressed to the Administrator of the Scholarship Fund.

It is important to note that the choice of accommodation and rental costs must be kept within the limit of funding available; excessive rental costs will not be permitted.

The scholar must agree to take financial responsibility for costs incurred for any damages to the rented property arranged on their behalf by The British Royal Legion and The British Council in Seoul. The deposit paid to the landlord by the Trust will be fully recouped at the end of the tenancy.

The scholar must agree to be responsible for any financial liability if they eventually move out of the rented property before the end of the tenancy as specified on the rental agreement.

BKVA Spring Revisits

As part of their requirement to act as a representative to the Scholarship Fund, scholars are expected to make contact with the leader of the Veterans party during the annual visits and to meet Veterans and participate in such events as are available to them at no cost. There is NO financial support from the Scholarship fund as students already have paid for accommodation in Seoul.

If the scholar withdraws from the Scheme before the end of their course, they will have to refund any costs for which the Scholarship fund is liable.

In the case of bad behaviour or poor performance, the student would be asked to return home and forfeit the remainder of their Scholarship. A formal warning system first, of concerns, would be usual.

If scholars are required to return to the UK for family reasons i.e. bereavement, the responsibility for costs will be with their family.

Scholars are free to participate in internal university elections, internship or take opportunities to work for commercial organisations while on the Scholarship, as long as it does not compromise their ability to complete their studies. References for employment are available on request.

GENERAL QUESTIONS AND ANSWERS

Why was the Scholarship set up?

It was set up in memory of the British Servicemen who died in the Korean War. It is hoped that the Scholarship will help to build understanding and closer links between the two countries

What is the value of the Scholarship?

Samsung donated £500k to the BKVA which was used to endow the Scholarship. The interest generated funds the Scholarship.

How much money does the scholar get?

The Scholarship contributes towards tuition, flights, travel and medical insurance, accommodation and living expenses. The cost of funding one student will be **up to** £15k each year.

How often will the Scholarship be awarded?

The Scholarship will be awarded annually.

How many Scholarships will be awarded each year?

One, possibly two, at the discretion of the Trustees.

Are there other Scholarship schemes for Korean War Veterans?

Samsung has set up a scholarship fund for the descendants of members of the American Armed Forces to undertake undergraduate study at colleges and universities in the United States.

How is the scholar chosen?

The Trustees consider all applications and a shortlist of candidates chosen and interviewed before final selection.

How is the scholarship publicised?

The Royal British Legion website (www.britishlegion.org.uk), universities and student advisors

How safe is it for a student to visit Korea

A mature and responsible British student will be at no more risk in Seoul than in any other large city or university. Seoul is a very safe city, and Koreans have great respect for visitors to their country.

How will the scholar be supervised?

The Director, Welfare at the Royal British Legion assists the well-being of the Scholarship.