

# Stephen George Foundation Scholarship for the Study of Architecture

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## Introduction:

The Stephen George Foundation offers a £3,000 a year scholarship for study towards an architectural graduate diploma (RIBA Part 2) from a recognised UK University School of Architecture.

The scholarship is awarded to up to two students every year and provides financial assistance for two years, together with an opportunity for paid employment. The scholarship is awarded on the decision of the Scholarship Committee. Scholarships are intended to assist the student in the payment of tuition and required fees, books, supplies, approved accommodation and to gain valuable work experience.

Students who are interested in receiving a Scholarship award will spend the year following their Part 1 in one of Stephen George & Partners offices. During this period the Scholarship Committee will appraise the suitability of the student for the award of the Scholarship. In any one year up to two Scholarships may be awarded.

During the Scholarship period, the student will also be invited to take employment at the offices of Stephen George & Partners for at least eight weeks employment during one summer vacation from University, followed by up to twelve months employment following the award of their RIBA Part 2 degree<sup>1</sup>. This employment would provide an opportunity for the student to complete their logbooks, required for their Part 3 Professional Practice examination. During these periods of employment the student would be paid an agreed salary, based on the going rate for Part 1 & Part 2 graduates.

## Applying for a Scholarship:

The Scholarship is open to full-time architectural students from anywhere in the world studying in the UK. Stephen George & Partners is an equal opportunities employer and will apply the same parameters to students who apply for the Scholarship.

Applications for the Scholarship are made during the final year of the 3 year degree course of undergraduate study. Complete the following pages of the application form and return to:-

The Practice Manager  
The Stephen George Foundation  
170 London Road  
Leicester LE2 1ND

## Deadline for Applications:

Applications to be submitted no later than Friday 04 April 2008 in respect of the next academic year 2008-2009

## Procedures:

**Stage 1:** On receipt of applications, the Committee will make an initial appraisal based on the details given by the student. When possible, members of the Committee will attend the end of year show at the School of Architecture to view students' work. Interviews will then be held mid May 2008 and a final decision made by the end of May. All applicants will be notified of the Scholarship Committee's decision no later than the middle of June.

**Stage 2:** During the first period of employment the Scholarship Committee will appraise the suitability of the student for the award of the Scholarship.

## Additional Information:

Additional information may be obtained either by email from [m.strand@stephengeorge.co.uk](mailto:m.strand@stephengeorge.co.uk) or by writing to the Practice Manager, Stephen George & Partners, 170 London Road, Leicester LE2 1ND

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<sup>1</sup> The offer of employment is dependant upon the current workload and therefore cannot be guaranteed.

# Stephen George Foundation Scholarship for the Study of Architecture – Application

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**Instructions for completion of the application:** The attached forms (pages 3 to 5 inclusive) must be completed in full using black ink. Please send the original plus a photocopy of the application and supporting attachments to:

The Practice Manager  
The Stephen George Foundation  
170 London Road  
Leicester LE2 1ND  
United Kingdom

Tel: 0116 247 0557

**Deadline for application:** Friday 04 April 2008 in respect of the 2008-2009 academic year.

**Interviews:** Interviews may be held with each candidate at the option of the Scholarship Committee. If held, the interviews will be conducted at the offices of Stephen George & Partners in Leicester. Travel expenses will be reimbursed. The Scholarship Committee members are:

David Taylor Dip Arch RIBA, Chair  
Stuart Richardson Dip Arch RIBA  
Michael Barker Dip Arch RIBA

Geoffrey Ward BA (Hons) Dip Arch RIBA  
Ian Yallop BA Dip Arch Dip AP RIBA  
Michael Strand Dip Arch RIBA CMS

**Eligibility:** The Scholarship monetary award is made upon the decision of the Committee and is available to students from anywhere in the world who will be commencing their first 'year-out' and who intend to enrol on a full-time Part 2 course at a recognised University School of Architecture in the United Kingdom.

**Scholarship award:** Scholarships are intended to be used in part payment of tuition and required fees, books, supplies and approved accommodation. The Scholarship awarded amounts to £6,000 in total, payable by instalments around the beginning of each Semester as follows:

<b>Year 1</b>	<u>Date for payment</u>	<u>Amount</u>
	Last 2 weeks September	£1,500.00
	02 January	£900.00
	01 April	<del>£600.00</del>
	Total year 1	£3,000.00

<b>Year 2</b>	<u>Date for payment</u>	<u>Amount</u>
	01 October	£1,500.00
	02 January	£900.00
	01 April	<del>£600.00</del>
	Total year 2	£3,000.00

The first award may be made at a presentation event with the Scholarship Committee. The remaining awards will be paid direct into your bank, subject to you continuing with the course. Proof of continuing must be sent to the Chair of the Scholarship Committee at least one month before the next payment is due. Failure to do this may result in late payment of the award.

Students who are interested in receiving a Scholarship award will spend the year following their Part 1 in one of Stephen George & Partners offices; (Leicester, Leeds, Nottingham or Solihull). During this period the Scholarship Committee will appraise the suitability of the student for the award of the Scholarship. In any one year up to two Scholarships may be awarded.

During the Scholarship period, the student will also be invited to take employment at the offices of Stephen George & Partners for at least eight weeks employment during one summer vacation from University, followed by up to twelve months employment following the award of their RIBA Part 2 degree<sup>2</sup>. This employment would provide an opportunity for the student to complete their logbooks, required for their Part 3 Professional Practice examination. During these periods of employment the student would be paid an agreed salary, based on the going rate for Part 1 & Part 2 graduates. Currently the salary of Part 1 students is £16,500 and Part 2 students £22,000 per annum. This figure is reviewed annually in May. The offer of initial and continuing employment is dependant upon the current workload and therefore cannot be guaranteed.

The scholarship awards of £3,000 in each of the two years of full-time education are currently tax-free. During the employed periods referred to above (the summer vacation and the year out), the salary received will be subject to PAYE regulations. Tax and National Insurance contributions may become payable, depending on the personal circumstances of the student and the taxation regulations current at the time.

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<sup>2</sup> The offer of employment is dependant upon the current workload and therefore cannot be guaranteed.



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**Extracurricular activities:** Please describe the activities in which you participated in your first three years at University and at your previous School. Indicate elected offices held, purpose of organisation, community activities, hobbies and special talents. *(You may attach a separate sheet if necessary.)*

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**Employment:**

Dates	Name of employer	Type of work	Hours	Wage
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.....	.....	.....	.....	.....
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....

**Reference from employer:** Please submit either a reference from, or name/address of, your most recent employer *(if applicable)*

How do you intend to spend summer 2008? .....

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Do you intend taking part-time work during the next academic year? YES / NO

If yes, what sort of work do you expect to be doing and what do you hope to earn? .....

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Where do you expect to be living during your year out? *(delete as applicable)*

Halls   Own house/flat   Renting house/flat   With parents   Don't know   Other, state.....

**Finance:** Please list all grants, current loans, including source(s) and schedule of repayment(s).

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**Parental responsibility:** Explain if there are any special circumstances that affect your parents' ability to finance your continuing education.

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**Example of Work in Year 3:** Please send a maximum of two A3 examples of work undertaken in year 3 of the degree course that can demonstrate your general capabilities.

**Required Personal Statement:** On a separate sheet of paper under the heading PERSONAL STATEMENT, write a brief handwritten statement, clearly explaining your interest and aspirations in architecture (maximum one side of A4). Attach the Personal Statement to this application.

**Conditions:** Upon acceptance of the scholarship, the student undertakes to complete their course of study and by acceptance, agrees to the conditions herein. The Stephen George Foundation reserves the right to request a refund of the whole, or part of the scholarship, if the student does not fulfil these conditions.

**ACCEPTANCE OF THE APPLICANT:**

I hereby certify that if I am successful in obtaining this scholarship I will use the proceeds in accordance with the conditions set out in this document and if offered employment by Stephen George & Partners, this will be accepted at the salary set out in this scholarship award or as subsequently modified.

Signature of applicant ..... Date .....

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## CHECKLIST

- Original application, complete in all areas (pages 3 to 5 inclusive)
- Your Personal Statement (in manuscript)
- Letter of acceptance from the School of Architecture, or if currently enrolled, proof of enrolment.
- Letter of recommendation from Head of School of Architecture
- Reference; include either an employers reference, or name/address of employer (if applicable)
- Example of Work in Year 3 (Maximum of two A3 sheets)
- Photocopy of complete application forms plus supporting documents

**Do not include any other documents with your application.**

### Send to:

The Practice Manager  
The Stephen George Foundation  
170 London Road  
Leicester LE2 1ND  
United Kingdom

A receipt will be sent to you at your present address as given on page 3.

You should notify any change of address whilst your application is under consideration.