Rules on the strategic management of scholarships for tuition fee-paying students 2014–2016

Background
Scholarships are an important strategic tool in the recruitment of tuition fee-paying students. The scholarships are intended to be used for paying tuition fees, unless other purposes are specified by the donor.

The University has its own scholarship foundation – the Lund University Global Scholarship Programme – which consists of donations, scholarship funds set aside from the increased tuition fees, as well as government scholarship funding allocated through the Swedish Council for Higher Education.

The University can also take part in several government-funded scholarship programmes provided by the Swedish Institute (SI), focusing on certain geographical regions.

A follow-up of the management of scholarships for tuition fee-paying students during the academic year 2012–2013 has been completed, and will hereafter be conducted on a regular basis.

The following decision applies to

- the allocation of scholarships within the University
- the allocation of scholarships for tuition fee-paying students

Decision
The University has decided that the following rules are to apply to the allocation of scholarships for tuition fee-paying students within the University:

- The processing of scholarships is to be handled at the University level, through a joint account. It shall be possible to earmark funds.
- The allocation of funds for scholarships per faculty is to be based on the number of tuition fee-paying students from the previous year (number of FTEs).
- The general segment of the fees allocated for scholarships will be entered into the Lund University Global Scholarship Programme.
- All faculties with tuition fee-paying students are guaranteed an amount of at least SEK 200 000 per year.
- It shall be possible to reserve 25% of the allocation of the government scholarship funds for special University-wide strategic initiatives and reallocations.
• Decisions on the allocation of scholarship funds, including University-wide strategic initiatives, are to be made by the Vice-Chancellor or Pro Vice-Chancellor appointed by the Vice-Chancellor.

• Both full and partial scholarships can be allocated (partial scholarships in the range corresponding to 15, 30, 45 and 60 credits of full-time studies).

The University has decided that the following rules apply to the allocation of scholarships for tuition fee-paying students:

• The selection of candidates for scholarships is to be based on academic qualifications. Means testing is not to be conducted.

• Scholarships can be awarded to tuition fee-paying students for full-time studies of at least 30 credits. A scholarship cannot be combined with an SI scholarship.

• Advance notice is an important strategic tool in the global education market. There is to be an opportunity to regularly award scholarships in connection with the advance notice of admission.

• Prior to the allocation of funding which is not awarded on a regular basis, each faculty is to jointly rank and nominate the qualified students who have applied for scholarships. A time frame for the process is to be drawn up by the University-wide scholarship administrator. The nomination is to specify the desired allocation of full and partial scholarships. A waiting list is to be attached to the nomination list.

• The University-wide scholarship administrator is to prepare allocation decisions and administrate the offering of scholarships and waiting list places.

• When a student turns down a scholarship offer, the scholarship is to be offered to the next student on the faculty’s waiting list. In cases where there are no more students on the waiting list, the scholarship is to be awarded to the highest ranked students who remain on other faculties’ waiting lists, except for earmarked funds that the faculty will be saving for the following year. Scholarships may be increased, if there are funds.

• No candidate on a waiting list is to be offered a scholarship that is higher than those previously awarded at the faculty concerned, unless there are special circumstances.

• Decisions on scholarships are to be made once every academic year. An extension is to be made after reviewing the student’s academic performance.

• Decisions on the allocation of scholarships are to be made by the Vice-Chancellor or by the Pro Vice-Chancellor appointed by the Vice-Chancellor.

This decision was made by the undersigned Vice-Chancellor, after a presentation by the scholarship administrator Daniel Gunnarsson. The assistant head of External Relations, Richard Stenelo also participated in the processing of the matter.

Per Eriksson

Daniel Gunnarsson
(External Relations)