**Institute of Continuing Education Volunteer Bursary 2020**

**How to apply and terms and conditions**

**Help with funding your studies at the Institute of Continuing Education (ICE)**

Our founder James Stuart believed in education for all, and the value of active citizenship. Volunteers contribute hugely to our society and here at the Institute of Continuing Education (ICE) we want to recognise and reward that work with our new Volunteer bursary.

If you volunteer for a charity in East Anglia, and have done so for at least 10 hours over a period of 6 months or more, you are very welcome to apply for our 100% tuition bursary for our half day and day schools.

The Institute of Continuing Education delivers a portfolio of part-time courses, ranging from 1-day short courses to part-time Master of Studies degrees. A broad selection of subjects are offered which can be either for personal enrichment or professional development. ICE offers a number of bursary schemes as one of the ways we are widening access to higher education to people who might otherwise be unable to enrol on a course.

**The Volunteer Bursary**

The Volunteer bursary will provide 100% tuition fee bursaries for half-day and day running between January 2020 and July 2021. The course booking needs to be complete by July 2020 in the pilot phase of this bursary.

Our short courses are open to anyone with an interest in the subject and you do not need any special qualifications to apply.

The bursaries are limited to tuition fees and prospective students should be aware that any additional costs involved in studying at ICE (such as travel to Madingley Hall, books, subsistence, etc.) are not covered by the bursaries.

**Are you eligible?**

These bursaries are intended to enable adult learners who offer their time as volunteers to enjoy a short course at ICE. There are no financial criteria but it is anticipated that they may be helpful for those for whom finance may be a barrier to part-time study.

Eligibility requirements are as follows:

* A current or recent volunteer
* To have volunteered for at least 10 hours
* To have volunteered for at least 6 months
* To have volunteered for a charity in East Anglia
  + Defined as: Cambridgeshire, Norfolk, Suffolk and any additional location within a 30 mile radius of Madingley Hall, CB23 8AQ
* In addition to meeting the above criteria, we will give special consideration to people whose parents did not attend university, people who have previously been in care, disabled people, refugees and underrepresented ethnic minorities.
* Unless otherwise stated, teaching and assessment for ICE courses are in English. If your first language is not English, please refer to our [Information for Applicants](http://www.ice.cam.ac.uk/info-for-applicants) pages for further guidance.

Please note that as we normally receive a greater number of applications than we have bursaries available, not all applications will be successful. Bursaries are only available for courses booked from 31st January 2020 onwards and will not be retrospectively applied to current or former students.

If you are awarded a bursary, we will contact you to book your place on the course. Unclaimed bursaries will be awarded to other applicants in the event of non-booking.

**How to apply**

If you wish to apply for the ICE volunteer bursary you must complete the web form below:

<http://www.ice.cam.ac.uk/web-form-volunteer-bursaries>

As part of this form, you must indicate a preferred course, and provide a personal statement (up to 200 words), outlining your motivations for applying for the course and the bursary and how your learning from the course will benefit you.

*ICE reserves the right to select the successful applicants against the criteria specified for each bursary award. We also reserve the right to reject a candidate if they do not meet the entry requirements set out above.*

**More information**

You can find full details of the ICE volunteer bursary on our website at [ice.cam.ac.uk](file:///\\internal\home\home_directories\sb2298\My%20Documents\ice.cam.ac.uk)

If you wish to ask a question about the scheme please contact [shortcourses@ice.cam.ac.uk](mailto:shortcourses@ice.cam.ac.uk)