



APPENDIX 5 - COLLEGE PAYMENTS, REFUNDS & COMPENSATION

Policy Statement

The College is committed to providing its students with high quality learning opportunities that conform to national standards. Accepting a place at the College entails a reciprocal commitment to meet all stated deadlines for payments. Sole responsibility for ensuring that payments are made lies with the student, even where students may be in receipt of funding (i.e. not with the Student Loan Company, any other sponsor or funding body).

Non-payment

We appreciate that the large majority of our students make payments in a timely way, and we are grateful for that. In order for the College to fulfil its mission as part of AoG Inc, and its commitment to all students, it is also necessary to have sanctions for non-payment. We shall therefore implement and manage a process that we believe to be fair, proportionate and in accordance with the Consumer Protection Rights of students. Actions that we may take may impact access to, for example and not restricted to, Moodle, Perlego, our supervision service. Students may not be able to progress to the next level of study, or graduate, with outstanding fees.

Withdrawals, Interruptions, Termination of Studies

Where a student accepts the offer of a place at the College, and signs and returns the acceptance letter, this establishes an agreement between all parties. Because this agreement is considered to be conducted at distance, the student has 14 days from the date of signing the agreement to change their mind and cancel the agreement, with full and prompt refund of any acceptance fee. A student's liability to pay tuition fees arises only when the student enrolls on the programme. At that point, unless within the above 14 days of signing the agreement, the student becomes liable for tuition fees for the whole academic year subject to receipt of ongoing Student Loan Company payments.

Where a student interrupts their study, it must be assumed that it is with the intention of resuming studies within a reasonable timeframe. As a result, temporary suspension of tuition payments during the period of interruption is permitted in accordance with criteria set out by the College from time to time.

Exceptional Circumstances

Any application for a delay to payment citing extraordinary circumstances for a student must be presented in writing, in the first instance to the Vice Principal (Academic). The College Governors will consider the circumstances and a decision will be given in writing, normally within two weeks of receiving the request.

Refunds

Upon enrolment, the student becomes liable for tuition fees for the whole academic year. If a student believes that a refund is due because of cutting short their programme of study, they should contact the Academic Team as soon as possible. They will be notified as to whether a refund is due, and if so with what limitations are agreed subject to the Consumer Protection Policy.

Compensation

The College is committed to providing programmes of study that are materially as advertised though small changes may be unavoidable. In some cases compensation may be due under our Student Protection Policy, in the event of the non-continuation of some or all of its provision. In such cases, the College will offer financial compensation to students where they suffer demonstrable, material financial loss as a direct result of the disruption of their studies. Details are available from the Academic Team.

Any claim for compensation needs to be made, in the first instance, to the Academic Team. This will be reviewed by the Board of Governors and a full response given, normally within 14 working days of the claim being received.

APPENDIX 6 - COLLEGE FINANCIAL SUPPORT SCHEMES

<u>Policy Statement</u>
<p>The College welcomes students from various racial, social, denominational and economic backgrounds. We are proud of the diverse nature of our community, and aim to ensure that everyone who feels the call of God on their life is able to access our Higher Education programmes.</p> <p>We recognise that there is a significant cost associated with studying in Higher Education and, while many students are eligible for support through the Student Loan Company, at times this loan is insufficient to cover all expenses, while other students are unable to obtain a loan and are self-funded. In recognition of this, we would like to make students aware of the various support schemes which are open to applications from all College students.</p> <p>These schemes are summarised under a single Bursary heading, with specific criteria for each sub-fund listed by appendix.</p>
<u>6.1 Hardship Fund</u>
<p>A small fund is set aside for those students who experience financial difficulties over the course of their studies with us. The funds are donated by College alumni and AoG churches, which enable us to provide extra financial support to those students who are in need of it. This fund may typically be used to pay for things such as books, accommodation, equipment or transport. Funding is available for sums between £100 and £500, and may be given in instalments over the course of the academic year.</p>
<u>6.2 APP¹ ENABLE</u>
<p>ENABLE² is designed to help certain students overcome challenges that might impact their success in their studies, namely, current and active undergraduate UK students who are considered by the Office for Students, the Higher Education regulator, to be at a potential disadvantage.</p>
<u>6.3 APP SUPPORT</u>
<p>The SUPPORT³ financial support package is designed to lighten the financial burden on certain students who are in need of professional support. The professional support options include:</p> <ul style="list-style-type: none">● Counselling● Mentoring● Learning Assistance● Diagnoses of disability.

¹ Access & Participation Plan

² ENABLE was approved by the Board of Directors and by the Board of Governors of Missio Dei Leadership & Theological College in 2023

³ SUPPORT was approved by the Board of Directors and by the Board of Governors of Missio Dei Leadership & Theological College in 2023

The aim of the package is to facilitate or enable access to such services when appropriate. This package is applicable for any current and active UK undergraduate student of the College and who are considered by the Office for Students, the Higher Education regulator, to be at a potential disadvantage.

6.4 Tuition Fee Remission Scheme

- Staff or AoG Ministers and their respective dependants who register for a degree at Missio Dei may be eligible for a tuition fee remission. AoG Inc recognises the importance of Continuous Professional Development for its employees, volunteers, as well as Individuals with AoG accredited Ministerial Status and their dependents. The Missio Dei scheme benefits those with close and active links to the AoG Fellowship. It further recognises the benefits of encouraging ongoing engagement in AoG activity. This scheme incentivises and encourages lifelong learning within the AoG Fellowship.

6.5 Scholarship Scheme

- The College may from time to time implement a Scholarship Scheme for undergraduate and/or postgraduate courses.

APPENDIX 6.1 - COLLEGE HARDSHIP FUND

Criteria for Application

The hardship fund is open to all students to apply, but there are criteria related to the individual and their financial circumstances which all applications will be considered against, which are detailed below.

All applications will be treated fairly and equally in all aspects irrespective of the applicant's race, colour, ethnic or national origin, gender, marital status, disability, health status, sexuality, age, etc.

Personal Criteria

For an application to be considered, the student must:

- Be enrolled as a student;
- Have demonstrated a clear commitment to meet all financial obligations (including, but not limited to, tuition and non-academic fees) at the time of the application;
- Be a committed member of the student body, defined as attending all lectures, main events and church placements, as well as submitting all assignments on time (unless there are documented reasons for missing any of these).

Financial Criteria

We do not expect students to provide us with financial/banking statements, but in order to assess an application the College may request to be given some financial details. These may include:

- Financial support the student is already receiving (including student loans, personal support, savings from working etc.);
- Areas in which the student requires financial support;
- The projected shortfall in income v expenditure.

Applications

Students may apply to the hardship fund at any time. Applications should be made by letter, attached to an email sent to the College. This letter should make reference to the criteria above, stating how the student has fulfilled the personal criteria and their financial reasons for the application.

The application will be considered at the next Board of Governors Meeting. The student can usually expect to hear a response within one week of this meeting. The response will either be:

- Accepted – the application has been successful. You will be sent written confirmation of your award showing the amount you have been allocated and how your payment will be made.
- Rejected – the application has been deemed unsuccessful against the criteria listed above.
- More information – the applicant will be asked to provide more information (and, at the discretion of the panel, evidence) in support of their application.

Other Considerations

- Funding is not guaranteed to any applicant; if an application is unsuccessful, the student will be responsible for ensuring they have adequate funding for their course.
- Payments made are the responsibility of the student; as such, they will not be repaid if for any reason the payment is lost, stolen, forgotten, destroyed or misused.
- If the student withdraws from the course, the College reserves the right to request repayment of any hardship money given throughout the student's period of study.
- All applicants have the right of appeal. If the student believes the application has not been assessed correctly or the hardship was stopped or withdrawn for reasons other than poor attendance, then there is the right to appeal. Appeals must be made in writing to the College within 10 working days of being notified of the decision, stating clearly the reasons for appeal and giving any additional details to be taken into consideration. An initial acknowledgement to any letter of appeal will be made within 10 working days, with the outcome given within a reasonable timeframe.

APPENDIX 6.2 - APP - ENABLE SCHEME

<u>College Finance Support Package - “Enable”</u>	
ENABLE ⁴ is designed to help certain students overcome challenges that might impact their success in their studies, namely, current and active undergraduate UK students who are considered by the Office for Students, the Higher Education regulator, to be at a potential disadvantage. It is for a much wider set of students as tabulated below.	
disability	a student who has a disability, understood in the broad sense often used by the Office for Students, which means the term includes people with on-going mental health conditions or with Specific Learning Difficulties
ethnicity	a student who is of a Black, Asian or Minority Ethnic ethnicity
socio-economic	a student whose home address at the point of application was in decile 1-4 of the national Indices of Multiple Deprivation databases ⁵
Low HE access area	a student who was younger than 21 when they started their studies and whose home address at the point of application was in quintile 1 or 2 according to the national POLAR4 database and/or the TUNDRA MSOA database ⁶
care-leavers	a student who was in care on or after their 16th birthday, e.g., in foster care or in a children’s home ⁷
young carer	a student “who cares, unpaid, for a friend or family member, who due to illness, disability, a mental health problem or an addiction cannot cope without their support” ⁸
estranged	a student “who no longer has the support of their family due to a breakdown in their relationship which has led to ceased contact.” The term “family” should be taken to refer to “your biological, step or adoptive parents or wider family members who have been responsible for supporting you in the past” ⁹
community	a student from a Gypsy, Roma or Traveller community
refugee	a student who is legally recognised as having entered the country as a refugee
military families	a student whose “parent or carer serves in the Regular Armed Forces, or as a Reservist, or has done at any point during the first 25 years of [the student’s] life” ¹⁰

⁴ ENABLE was approved by the Board of Directors and by the Board of Governors of Missio Dei Leadership & Theological College in 2023

⁵ You can use websites to determine which quintile your postcode falls into.

For POLAR4 and TUNDRA MSOA, on [this OfS website](#) click the “I have read and understood the above text” and in the next window enter your postcode and “View results”. You are eligible if your postcode is in quintile 1 or 2 for POLAR4 and/or TUNDRA MSOA.

⁶ For Indices of Multiple Deprivation, you can use [this government website](#). Enter your postcode into the box, and click “Get deprivation data”. Wait a second then download your custom deprivation data by clicking on the xlsx or csv icon. This should open a spreadsheet. Your IMD decile is shown in column F. You are eligible if your postcode is in IMD decile 1, 2, 3 or 4.

⁷ Higher Education Statistics Authority, “Student – Data Futures 2022/23: Care Leaver”, <https://codingmanual.hesa.ac.uk/22056/EntryProfile/field/CARELEAVER>, accessed 6 July 2023.

⁸ Higher Education Statistics Authority, “Student – Data Futures 2022/23: Carer”, <https://codingmanual.hesa.ac.uk/22056/Student/field/CARER>, accessed 6 July 2023.

⁹ Higher Education Statistics Authority, “Student – Data Futures 2022/23: Estranged”, <https://codingmanual.hesa.ac.uk/22056/EntryProfile/field/ESTRANGED>, accessed 6 July 2023.

¹⁰ Office for Students, “Children from military families”, <https://www.officeforstudents.org.uk/advice-and-guidance/promoting-equal-opportunities/effective-practice/children-from-military-families/>, accessed 6 July 2023.

Scope & Criteria

ENABLE provides financial support towards expenses that will help to facilitate the university accredited studies of these students. Examples might include costs of software packages, travel or childcare. The money given is a grant not a loan and in some cases will cover only part of the costs involved.

The criteria used for decisions on allocating support to eligible students will be:

- A. the extent to which the support is likely to have a positive impact and enable the student to achieve more success in their studies, and
- B. in the case of disabilities, the strength of the evidence of the disability and of its impact on studies.

Support from ENABLE is not normally available to displace money that would normally be provided by a Disabled Students Allowance grant and can only be towards costs associated with the current academic year.

Financial Support Team & Funding Source

Decisions on awards are through recommendations from the Senior Leadership Team which receive Board of Governor approval.

The money will be drawn from a College fund set aside for this purpose. Annual budget limits are set in line with Access & Participation Plans.

Application and Evaluation Process

All eligible students are invited to apply, by email to info@missiodei.ac.uk by the end of February of each year. Applicants should in no more than 300 words (total):

- identify the category/categories of disadvantage under which they are applying and, in the case of having a disability, provide evidence of their disability (where possible; this may involve appending official documents to the application)
- explain what they would spend the money on
- state the amount required (providing a breakdown per item usually, of multiple items)
- describe the positive impact that the requested financial support is likely to make to their studies.

The College's Financial Support Panel will evaluate the applications and respond to students by the end of March of each year. If allocated funds remain after this process, late applications may be considered.

ENABLE will be advertised by publication on the College Website that is accessible to all undergraduate students.

Personal tutors and the Pastoral Team will be informed about this package and students will be encouraged to discuss their potential application with the Pastoral Team or, if they have them, their Learning Assistance Tutor or Specialist Mentor.

Financial support from ENABLE will either be paid directly to the recipients' bank accounts or credited directly to the student's College fee account (not transferred to the student) if the award is to offset College fee obligations. Receipt of support from ENABLE should have no impact on eligibility to apply for financial support under other packages.

Recipients of support from ENABLE must provide details of how the money was spent and a brief written testimony of the impact of the support by the end of June of the relevant year. Failure to provide this will impact future decisions of the Senior Leadership Team or Board of Governors, relating to any financial support package.

APPENDIX 6.3 - APP - SUPPORT SCHEME

<u>College Finance Support Package - “Support”</u>		
<p>The SUPPORT¹¹ financial support package is designed to lighten the financial burden on certain students who are in need of professional support. The professional support options include:</p> <ul style="list-style-type: none"> ● Counselling ● Mentoring ● Learning Assistance ● Diagnoses of disability. <p>The aim of the package is to facilitate or enable access to such services when appropriate. This package is applicable for any current and active UK undergraduate student of the College who started after 2019 and who are considered by the Office for Students, the Higher Education regulator, to be at a potential disadvantage for any of the reasons tabulated below.</p> <p>SUPPORT is not normally available to displace money that would normally be provided by a Disabled Students Allowance grant and can only be towards costs associated with the current academic year.</p>		
disability	a student who has a disability, understood in the broad sense often used by the Office for Students, which means the term includes people with on-going mental health conditions or with Specific Learning Difficulties	
socio-economic	a student whose home address at the point of application was in decile 1-4 of the national Indices of Multiple Deprivation databases ¹²	
Low HE access area	a student who was younger than 21 when they started their studies and whose home address at the point of application was in quintile 1 or 2 according to the national POLAR4 database and/or the TUNDRA MSOA database ¹³	
<u>Financial Support Team & Funding Source</u>		
<p>The money will be drawn from a College fund set aside for this purpose. Annual budget limits are set in line with Access & Participation Plans.</p> <p>Decisions on awards are made by the College’s Financial Support Team to qualifying students where an appropriate member of staff has recommended it and within the following limits.</p>		
Type of Support	Staff recommending it	Limits
Counselling	Pastoral Team	normally restricted to half of the costs of up to six sessions from a counsellor (or other similar

¹¹ SUPPORT was approved by the Board of Directors and by the Board of Governors of Missio Dei Leadership & Theological College in 2023

¹² You can use websites to determine which quintile your postcode falls into.

For POLAR4 and TUNDRA MSOA, on [this OfS website](#) click the “I have read and understood the above text” and in the next window enter your postcode and “View results”. You are eligible if your postcode is in quintile 1 or 2 for POLAR4 and/or TUNDRA MSOA.

¹³ For Indices of Multiple Deprivation, you can use [this government website](#). Enter your postcode into the box, and click “Get deprivation data”. Wait a second then download your custom deprivation data by clicking on the xlsx or csv icon. This should open a spreadsheet. Your IMD decile is shown in column F. You are eligible if your postcode is in IMD decile 1, 2, 3 or 4.

		professional) approved by the College Senior Leadership
Learning Assistance	Disability Officer	up to four sessions with a qualified Learning Assistance tutor approved by the College Senior Leadership
Specialist study support mentoring	Tutor	normally restricted to half of the costs of up to six sessions from a counsellor (or other similar professional) approved by the College Senior Leadership
Mentoring	Tutor or Course Leader	normally restricted to half of the costs of up to two sessions with an appropriate mentor approved by the College Senior Leadership

Recommendation, Application and Evaluation Process

College staff (normally the Pastoral Team and its Lead) will make recommendations to SLT for students identified as requiring APP SUPPORT. The Pastoral Team is responsible for maintaining a list of recommendable professionals..

SUPPORT will be advertised by publication on the College Website that is accessible to all undergraduate students.

Any money given is a grant, not a loan, and will be credited directly to the student's bank account as a reimbursement once proof of payment, such as a receipt, has been provided to the Academic Administration Team. Direct payment to the service provider can be arranged if necessary. Receipt of support from the SUPPORT package will have no impact on eligibility to apply for financial support under other packages.

There are no reporting requirements on recipients of SUPPORT.

APPENDIX 6.4 - TUITION FEE REMISSION SCHEME

Eligibility

The scheme is available to:

- all **full and part-time staff** with a permanent or fixed term contract of employment with AoG Incorporated;
- The **immediate, dependent family members of all full and part-time staff** who have a permanent or fixed term contract of employment with AoG Incorporated.
 - For the purposes of this scheme, dependent refers to family members who are dependent on the staff member i.e. the employee's spouse, and any children resident at the staff member's home address who are not in independent employment;
- **Individuals in key volunteer roles** for AoG Inc.
 - For the purposes of this scheme, key volunteer is defined as a person employed through a current Volunteer Agreement undertaking an active, regular, ongoing role within a specified AoG Team that requires a specified weekly number of hours. These people are identified on the organisational "~~People for Posts~~ Staff/Volunteers" document. It does not include volunteers in casual roles undertaking ad hoc activity from time to time.
- The scheme is only available for the duration of the paid or volunteer employment with AoG Inc.
- **AoG accredited Status Ministers.**
 - For the purposes of this scheme, an AoG accredited Status Minister is one who has current AoG Status and who is determined as being in 'good standing' as defined by the AoG Bye-Laws from time to time. It does not include any person who is without a confirmed AoG Status Church leadership or itinerant role, temporarily administratively lapsed, suspended, or has ceased to have Status and is determined as Retired, Resigned, Status Withdrawn, Status Lapsed or subject to any other defined and documented situation.
- The **immediate, dependent family members of all AoG accredited Status Ministers.** For the purposes of this scheme, dependent refers to family members who are dependent on the AoG accredited Status Minister i.e. the Minister's spouse, and any children resident at the minister's home address who are not in independent employment;
- The scheme applies to University validated degree courses only; for the avoidance of doubt, anyone seeking to register for other courses with the College cannot apply for fee remission.
- Staff and Volunteers will need to:
 - demonstrate a clear business case for the study benefiting their work; and
 - must obtain National Leadership Team approval to receive the fee remission.
- Staff, Volunteers and other Applicants will need to meet the normal entry requirements for admission into the College programme.
- These arrangements apply for courses starting in the 2022/23 academic year onwards.
- Individuals that have already commenced the course and who fully qualify for fee remission may apply from 2022/23 onwards.

Further Eligibility to Qualify for Fee Remission

- Staff must have fully and successfully completed their probationary period and not be on any performance improvement programme before the start of their programme (usually the beginning of the academic year), and
- Their contract must end on or after the date on which their degree programme is expected to finish at the time of the start of programme.
- If Staff begin a programme of study before employment with AoG Inc, they will not be eligible for the tuition fee remission scheme for any of the pre-employment part of the programme.
- If Staff or Volunteers resign from their employment or appointed role with AoG Inc within a year of completing a course where they have been given fee remission, they may be required to repay that year's fee remission in full.
- Staff and Volunteers will not have to repay any fee remission if they leave AoG Inc due to their contract or appointment coming to an end after the course has been completed.

Qualifying programmes/courses

- CertHE in Theology and Christian Leadership (and related streams)
- BA in Theology and Christian Leadership
- MA in Practical Theology
- MA in Biblical Studies

Amount of Fee Remission

- **Eligible employees** will receive a discount on their tuition fees as follows:
 - Full-time staff receive a maximum £3,500 discount per annum for a full-time undergraduate course (part time undergraduate courses will be discounted pro-rata), reviewed annually;
 - Full-time staff receive a maximum £3,250 discount per annum for a full-time postgraduate course (part time postgraduate courses will be discounted by £1500) reviewed annually;
 - Part-time staff receive a discount calculated on their working hours per week (minimum 7 hours per week) e.g.
 - Undergraduate course discount £700 per day (part time courses pro-rata)
 - Postgraduate course discount £650 per day (part-time courses £300 per day)
 - The remaining balance of the fee will be paid by the employee.
- **AoG Status Ministers** will receive a discount on their tuition fees of £1000 per annum for a full-time undergraduate and postgraduate course (part time undergraduate and postgraduate courses will be discounted by £500), reviewed annually. The remaining balance of the fee will be paid by the AoG Status Minister.
- **Eligible AoG Staff and AoG Minister Dependents** will receive a discount on their tuition fees of £1000 per annum for a full-time undergraduate and postgraduate course (part time undergraduate and postgraduate courses will be discounted by £500), reviewed annually. The remaining balance of the fee will be paid by the Dependent.

- AoG Minister **Key Volunteers** will receive a discount on their tuition fees of £1000 per annum for a full-time undergraduate and postgraduate course (part time undergraduate and postgraduate courses will be discounted by £500), reviewed annually. The remaining balance of the fee will be paid by the Key Volunteer.

APPENDIX 6.5 - SCHOLARSHIP SCHEME

UNDERGRADUATE
<u>Financial Support</u>
<ul style="list-style-type: none">• The scholarship will cover up to 50% of the individual student's tuition fee¹⁴• A successful applicant will still need to pay the facilities fees and other applicable fees for the course.
<u>Eligibility Criteria</u>
<p>An applicant must meet at least one of the following criteria. They are ordered in terms of preference but not all have to apply. The more elements that an applicant can meet, the stronger their application will be.</p> <p>1. The applicant must be either a Minister in Training or in a leadership role within an Assemblies of God GB (AoG GB) local church setting or be the spouse or a dependent child resident at the home address of an AoG GB Full Status Minister.</p> <p>2. The applicant has a reference and recommendation from an AoG GB team or ministry. These are currently defined as:</p> <ul style="list-style-type: none">• Leadership Development• Young Lions• Youth Alive• Missions• Chaplaincy• Church Health• Church Planting <p>3. A scholarship applicant is from an underrepresented group. These are defined in the following way for this particular scholarship. The applicant must meet at least one of these criteria:</p> <ul style="list-style-type: none">• Is a mature student (over 21 years of age when starting the course).• Has a diagnosed disability.• Is domicile in a disadvantaged area. This is defined as being in POLAR groups 1-2 (Participation of Local Areas)• Is a care leaver.• Is from an ethnic minority background. <p>4. An entry requirement of two A Levels - attainment grade B or higher. (This demonstrates a strong academic ability as per award of scholarships).</p>

¹⁴The AoG Minister Tuition Fee Remission Scheme will not apply if a scholarship is awarded.

5. Other requirements:

- The application is also dependent upon the submission of a reference from the applicant's AoG Local Church (the church they regularly attend) Pastor outlining the applicant's ministry role and the benefit of completing a course of study with Missio Dei Leadership & Theological College.
- The applicant will be required to submit a personal statement outlining why they should be considered for a scholarship and why they would like to study at Missio Dei Leadership & Theological College.

Conditions of the Scholarship

- A scholarship can be removed if the student is found to have a severe case of a breach of Academic Conduct.
- A scholarship student must be present at all teaching sessions and arrive at lectures on time. Mitigating circumstances can be submitted to Missio Dei, but these are expected to be rare.
- A scholarship student's assignment marks will be kept under review. Failure to complete a level could result in the discontinuation of the scholarship.
- If a scholarship student needs to defer past their expected end date, the scholarship provision will be reviewed.
- A scholarship student is expected to uphold Christian values in their studies and in their attitude towards fellow students.
- A scholarship award is expected to last the length of students' undergraduate studies, however it will be reviewed each academic year and removed if a student is found not to be engaging fully with studies.

POSTGRADUATE

Financial Support

- The scholarship will cover up to 50% of the individual student's tuition fee¹⁵
- A successful applicant will still need to pay the facilities fees and other applicable fees for the course.

Eligibility Criteria

An applicant must meet at least one of the following criteria. They are ordered in terms of preference but not all have to apply. The more elements that an applicant can meet, the stronger their application will be.

1. The applicant must be either a Minister in Training or in a leadership role within an Assemblies of God GB (AoG GB) local church setting or be the spouse or a dependent child resident at the home address of an AoG GB Full Status Minister.

¹⁵The AoG Minister Tuition Fee Remission Scheme will not apply if a scholarship is awarded.

2. The applicant has a reference and recommendation from an AoG GB team or ministry. These are currently defined as:

- Leadership Development
- Young Lions
- Youth Alive
- Missions
- Chaplaincy
- Church Health
- Church Planting

3. A scholarship applicant must be from an underrepresented group. These are defined in the following way for this particular scholarship. The applicant must meet at least one of these criteria:

- Is a mature student (over 25 years of age when starting the course).
- Has a diagnosed disability.
- Is domicile in a disadvantaged area. This is defined as being in POLAR groups 1-2 (Participation of Local Areas)
- Is from an ethnic minority background.

4. Other requirements:

- The application is also dependent upon the submission of a reference from the applicant's AoG Local Church (the church they regularly attend) Pastor outlining the applicant's ministry role and the benefit of completing a course of study with Missio Dei Leadership & Theological College.
- The applicant will be required to submit a personal statement outlining why they should be considered for a scholarship and why they would like to study at Missio Dei Leadership & Theological College.

Conditions of the Scholarship

- A scholarship can be removed if the student is found to have a severe case of a breach of Academic Conduct.
- A scholarship student must be present at all teaching sessions and arrive at lectures on time. Mitigating circumstances can be submitted to Missio Dei, but these are expected to be rare.
- If a scholarship student needs to defer past their expected end date, the scholarship provision will be reviewed.
- A scholarship student is expected to uphold Christian values in their studies and in their attitude towards fellow students.
- A scholarship award is expected to last the length of students postgraduate studies, however it will be reviewed each academic year and removed if a student is found
- not to be engaging fully with studies.