



Infrastructure
and Environment

Infrastructure & Environment Bursary Scheme

FEBRUARY 2025

Government of Jersey

Introduction

Infrastructure & Environment (I&E) wishes to promote a wider knowledge and understanding of chosen I&E roles, by the provision of financial support to selected Jersey domiciled students who are embarking on a first undergraduate degree course in a relevant related subject. I&E has established the 'Bursary Award' which will provide funding for one applicant per year towards the cost of study for the duration of a degree course, subject to the rules of the scheme which are explained below.

Eligibility to apply

The award is open to Jersey domiciled individuals who are enrolled on a first-degree course (BSc, BEng, or BA) at a university, college, or other similar institution to study a subject relevant to the Bursary application. Suitable subjects will include but are not limited to the following areas:

- Architecture
- Architectural Technology

If in doubt as to the eligibility of a degree course subject, potential applicants should check with the Manager specified on the advert before applying.

Applicants must also meet the following criteria:

- Applicants must have been ordinarily resident in Jersey for the previous 5 years and must not have been absent from the Island for a period exceeding 12 months in those 5 years, excluding periods spent in full time education.
- Applicants must have been accepted, either firmly or provisionally, by a university or equivalent institution to undertake a full-time first-degree course and must have attained any minimum entry requirements set as a condition of acceptance.
- The scheme is not open to applicants who have already commenced an undergraduate degree course and is not open to those seeking funding for post graduate study.
- The scheme is not open to applicants who secure a bursary from elsewhere.

Application procedures

Applications must be submitted to IEcareers@gov.je and must include the following information:

- Questions answered to confirm eligibility to apply for the bursary.
- Details of the university and degree course subject and duration applied for.
- Personal information, including contact details and any special needs or support requirements (if selected for an interview or support with the online application).
- Academic history summary.
- Explanation for the interest in applying for the I&E Bursary.
- What if any, work/voluntary experience has been undertaken.
- Any further experience that may assist with the application.
- If interested in paid work experience.

Applicants must provide I&E with proof of acceptance from the relevant college, university, or other institution for which they will be attending their degree course.

Value of award

A bursary of £2,000 per year of study will be awarded to each successful applicant towards the costs of their maintenance, travel, and tuition fees. Any additional funding requirements will need to be met by the recipient from other sources.

Payments to the recipient will be spread evenly over the academic year and made directly into the recipient's bank account at the beginning of each term. Recipients must arrange to have a suitable bank account for payment handling. After completion of each academic year, recipients will be required to confirm their intention to continue the course and provide satisfactory annual reports/examination passes before further payments are made.

Work experience programme

I&E will seek to offer paid work experience to the recipients of the bursary award for up to four weeks per annum whilst still in full time education. This will allow the recipient to experience many of the diverse areas available. Details of how this will be arranged are shared before the work experience placement begins by the relevant manager supporting the recipient.

Terms & Conditions

- The Panel's decision is final, and they will not enter into discussion as to why an application was or was not successful.
- Personal data from successful applicants will be held in databases for the purposes of administering the awards process.
- Personal data from unsuccessful applicants will be held for 6 months then destroyed.
- Only one application per person will be considered.
- Applicants who have either received funding from elsewhere or receive it whilst in receipt of the I&E bursary should advise I&E immediately.
- Applicants who gain a bursary from elsewhere will not be considered for the I&E scheme.
- I&E requires reference to its support to be made in the publication of any results for which a recipient is in receipt of the award.
- Awards must be taken up in the year in which they are allocated.
- In the event of unsatisfactory academic performance or conduct by the recipient, the award may be suspended or terminated. I&E will decide what action should be taken in each case.

The payment of the bursary may be terminated or be suspended by I&E if the recipient: -

- Does not commence their degree course.
- Does not complete the course.
- Transfers off the agreed course on to any other course.
- Is absent from the course for prolonged or repeated period - Is expelled or removed from the course by the university or college.
- Does not meet the minimum requirements laid down by the university or college for progressing to the following year of study.

If an award is suspended or terminated for any reason, payments will cease from the date of such discontinuation. If the bursary is cancelled because of the recipient leaving the course, the money for the term in question shall be repaid to the Company.

- Holidays must not be taken in term time. Recipients must provide an explanation or justification to I&E if they are absent from their course during term time.
- I&E will not normally extend the bursary for study beyond three years. Consideration will, however, be given where there are extenuating circumstances.
- Recipients do not need to obtain prior authorisation from I&E before undertaking work experience within another organisation; however, notification of the dates would be appreciated.

- I&E reserves the right to amend at its discretion the conditions attached to this award, including the amount of the award, at any time and to terminate the payment of the award. The granting of the award does not confer any contractual right on the recipient to receive the sums awarded.
- Awards are made to recipients based on the degree course they wish to undertake and the university or college that has offered them a place. Prior approval must be sought before any transfer between educational establishments is applied for or takes place. I&E will consider requests to transfer an award between educational establishments at its discretion, provided that:
 - notice is given well in advance
 - justification is provided
 - both institutions agree to the transfer
 - the subject choice continues to meet the criteria

I&E will not meet any additional costs associated with the transfer between educational establishments.

Keeping in contact

Successful recipients will be provided with the contact details of the Manager to keep in contact with and are expected to:

- Confirm progress and exam results at the end of each term.
- Provide details of term/semester times for bursary payments to be arranged.
- Confirm at least 2 months ahead of when they will be available for paid work experience.