

## AHSS LOCAL SKILLS DEVELOPMENT AWARD 2022 – 2023

Taking local opportunities to expand your learning outside of the classroom is essential during study. The Faculty of Arts, Humanities and Social Sciences have opened a new round of awards for students undertaking domestic placements, skill development programmes, attending workshops or conferences or completing short courses during their degree. These should be completed in UK/ROI only.

This award is available to current QUB students studying within the Faculty of Arts, Humanities and Social Sciences.

- £150 award to support the undertaking of a skills development activity inside of UK/ ROI
- The activity must add value to your degree, enhance your skills and be relevant to your chosen career
- Application necessary, competitive process, awards are subject to funding availability
- Terms and conditions apply

### Terms & Conditions

1. This award is exclusively for current QUB students studying a degree within the Faculty of Arts, Humanities and Social Sciences
2. The activity must take place inside of the UK/ ROI between 1<sup>st</sup> September 2022 and 31<sup>st</sup> July 2023
3. The award will be made to activities that directly relate to the development of employability skills. This includes:
  - non-compulsory and compulsory domestic work experience/placements
  - short courses
  - attendance at a student-focused conference
  - relevant voluntary work
4. Confirmation of this activity and confirmation of travel arrangement plans and costs will be part of the application process
5. Awards will be allocated on a competitive process, subject to funding availability
6. Students will only be awarded one award per year
7. You must not be in receipt of any other subsidy/bursary for this activity to be eligible. This includes, but is not restricted to, Erasmus/Turing funding and Travel scholarships that are awarded by the University's [Student Scholarships and Awards Group](#). Checks will be made, and applications will be withdrawn if you have been in receipt of any other subsidy/ bursary relating to this activity
8. Applications will be assessed on the 1<sup>st</sup> Monday of every month and Successful applications will be awarded £150 and will be notified within a 4-week period of assessment date
9. Payment will only be paid to those who have submitted all the requested documentation
10. We are committed to ensuring that all students, regardless of personal circumstances or background should have an equal opportunity to participate in Higher Education, therefore successful applicants who are in receipt of a full maintenance grant/ care Leavers/care experienced students known to the Widening Participation Unit may be eligible for an additional £50 award.

11. You shall be responsible for declaring any award received as income to HM Revenue and Customs and to pay income tax and national insurance contributions and other applicable deductions required under applicable law. It is your responsibility to ensure you remain within the law. The University accepts no liability for such matters.
12. Payment of the award will be made via BACS. You will be required to complete a bank transfer form that will include your bank details.
13. Data held by the Faculty of Arts, Humanities and Social Sciences Office will be processed in accordance with the University's Data Protection Policy and your rights under Data Protection Legislation. It will be used to process your application; and to communicate with you prior, during and after the award. You can view the Student Privacy Notice for more information
14. If you provide the University with incorrect or incomplete information, or if you fail to complete the activity, or you do not meet the eligibility criteria for an award, or you otherwise do anything which might bring the University into disrepute, without prejudice to its other rights and remedies the University, may terminate its agreement with you pursuant to these terms with immediate effect and will not pay any money to you and/or may require you to return any money already paid to you pursuant to these Terms
15. The University takes no responsibility for undertaking health and safety or any other risk assessments of placement organisations unrelated to course requirements. Students participating in placement as part of this scheme are expected to undertake their own assessments and familiarise themselves with the relevant organisation's processes to ensure their personal safety and wellbeing.

## Assessment Criteria

Criteria	Scoring Criteria
Type of activity	<p>Work experience – 10 marks</p> <p>Volunteering – 8 Marks</p> <p>Short course/Training/Workshops – 6 Marks</p> <p>Conference – 4 Marks</p> <p>Other – 2 Marks (an employability related activity)</p> <p>0 Marks if activity if activity is not deemed to be employability related</p>
By taking part in this activity the students can clearly evidence three key objectives they will aim to achieve by participating in this activity	<p>Three objectives clearly defined and excellent evidence– 10 marks</p> <p>Three objectives clearly defined and very good evidence– 8 marks</p> <p>Three objectives defined and good evidence– 6 marks</p> <p>Three objectives and some evidence – 4 marks</p> <p>Basic objectives defined– 2 marks</p> <p>No objectives defined– 0 marks</p>
Will participating in this activity add value to their degree	<p>Excellent evidence– 10 marks</p> <p>Very good evidence– 8 marks</p> <p>Good evidence– 6 marks</p> <p>Some evidence outcomes – 4 marks</p> <p>Basic evidence– 2 marks</p> <p>No evidence– 0 marks</p>
This activity will support the students anticipated career path and will improve their cv which will lead to impressing future employers and make them stand out from their peers?	<p>Excellent evidence of relevancy to anticipated career path, detailing skills and achievements to note on a CV or job application – 10 marks</p> <p>Very good evidence of relevancy to anticipated career path, detailing skills and achievements to note on a CV or job application – 8 marks</p> <p>Good evidence of relevancy to anticipated career path, detailing skills and achievements to note on a CV or job application – 6 marks</p> <p>Some evidence of relevancy to anticipated career path, detailing skills and achievements to note on a CV or job application – 4 marks</p> <p>Basic evidence of relevancy to anticipated career path with little to no evidence of skills and achievements to note on a CV or job application – 2 marks</p> <p>No evidence of relevancy to anticipated career path – 0 marks</p>