



Saïd Business School
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Sarel van Baalen
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18 December 2018

Sent by email to: smvanbaalen@gmail.com

Dear Sarel

Saïd Business School Foundation Scholarship

We are pleased to offer you a Saïd Business School Foundation Scholarship to study for the full-time Masters of Business Administration at the University of Oxford Saïd Business School from September 2019 until September 2020.

Saïd Business School Foundation Scholarships:

The Saïd Business School Foundation (SBSF) is a charitable trust established in 1998 in order to support the School in its pursuit of excellence. The Foundation aims to assist the School in its pursuit of excellence in research, teaching and relevance to business practitioners with a view to establishing and maintaining the School as one the world's top schools.

Your scholarship will cover the following:

	Value:
Contribution towards programme fee:	£15,000

If you wish to accept this scholarship, the deadline to do so is **18 January 2019**. Please see the 'Accepting this Scholarship Offer' section of this letter for more information.

How your Scholarship will be paid

I will arrange for the contribution towards tuition fees to be paid so you do not need to take any action yourself.

The scholarship funding can only be applied to the outstanding fee amount once your deposit has been paid. It cannot be used to pay your deposit either in part or in full.

Terms and Conditions

The terms and conditions of your scholarship are fully explained in Appendix 1: Scholarship Terms and Conditions. Please read these carefully and contact me if you have any questions.

Accepting this Scholarship offer

If you wish to accept this offer, please complete and return Appendix 2: Confirmation of Acceptance before **18 January 2019**.

By completing and returning Appendix 2, you are demonstrating a commitment to taking up this offer of funding at the University of Oxford and agreeing to be bound by its terms and conditions. This offer letter will be considered valid until the date given above, unless you decline our offer before that date. If you do not reply by this date, the offer will be withdrawn.

If you wish to decline this offer, please notify me by email at financial.aid@sbs.ox.ac.uk as soon as possible, so that we are able to allocate it to another applicant.

Do you need a UK visa?

If you need a UK visa, you can use this funding offer letter as part of your visa application to show proof of funding. Please see www.ox.ac.uk/students/visa for more information. For your visa application this letter must have your correct name (as shown in your passport) and address, so please check these carefully and let me know if any amendments are required. You may need to submit a stamped, signed, paper copy of this letter with your visa application. If this applies to you, please let me know and I will send this once you confirm the name and address on this letter are correct.

Congratulations again on your great success in winning one of these highly sought-after scholarships. I look forward to meeting you at the start of your course.

Yours sincerely,

A handwritten signature in black ink that reads "P. Aspinall". The signature is written in a cursive, slightly slanted style.

Pagan Aspinall
Admissions and Financial Aid Adviser
Admissions and Financial Aid

APPENDIX 1: Saïd Business School Foundation Scholarship Terms and Conditions

University course conditions

1. This scholarship offer will be withdrawn if you fail to meet any of the conditions set out in your Saïd Business School and College offer letters, or if you fail to abide by the University's terms and conditions. It is also conditional upon your accepting the terms and conditions in any student contract which your college may issue to you.
2. Deferral of entry for graduate study is only possible in exceptional circumstances. For more information, please visit www.graduate.ox.ac.uk/acceptingyouroffer. This scholarship offer cannot be deferred, but, if your deferral request is approved, you will be considered for Saïd Business School scholarship funding in your new year of entry.
3. Once on course, if you wish to suspend your studies, this will require the approval of the Saïd Business School and your college. You will also separately need to request to defer your Scholarship and this request must be sent to the Saïd Business School's Admissions and Financial Aid Office for review.
4. This scholarship offer will be withdrawn if you fail to pay the deposit against the University tuition fee listed in your Saïd Business School offer letter by the deadline specified in that letter.

Additional offers of scholarship funding

5. The University aims to offer financial assistance to as many well-qualified candidates as possible, and we expect that you will continue to pursue other funding applications. You must notify the Saïd Business School's Admissions and Financial Aid Office by email if you are awarded other funding (including from employers) that is to be used towards the same costs as this scholarship offer. If you do not disclose this information, your scholarship may be put at risk.
6. The Saïd Business School's Admissions and Financial Aid Office reserves the right to amend this funding offer in the following cases:
 - (a) To account for any subsequent scholarships you may be awarded, either from the University or from another source (including from employers). We guarantee that the total value of your funding package will not decrease as a result.
 - (b) If the start or end date of your funding offer changes as a result of a successful suspension request (see the University course conditions section above).

Any amendments to your funding offer will normally be communicated to you in a variation letter.

7. This scholarship may be held in conjunction with other partial awards but the total value of your scholarships should not exceed the cost of tuition and college fees in full, and a grant for living costs at a rate agreed with the Saïd Business School's Admissions and Financial Aid Office. If you obtain additional award(s), your scholarship may be adjusted accordingly.

Satisfactory academic progress

8. You are expected to make satisfactory academic progress for the duration of your studies. If you are not, in the University's opinion, making satisfactory academic progress, the Saïd Business School's Admissions and Financial Aid Office will coordinate a review to decide whether your scholarship should be continued. The scholarship may be withdrawn in these circumstances.

Changes to circumstances

9. If your circumstances change or are likely to change in the future (for example, because you are planning to request to suspend your studies or you will be taking maternity leave), you are required to inform the Saïd Business School's Admissions and Financial Aid Office.
10. The Scholarship will be withdrawn if you cease to be a student member of the University.

Reporting and notification requirements

11. You are required to complete an end of academic year scholarship report. These reports will inform the Saïd Business School's report to our scholarship donors. Extracts from your report may also be used in promotional materials such as online and/or hard copy brochures or on the University and/or Saïd Business School websites.
12. From time to time, the Saïd Business School's Admissions and Financial Aid Office may contact you to ask for information about your studies and scholarship at Oxford, to include in student recruitment and fundraising material for graduate scholarship support, thereby strengthening Oxford's crucial work in raising additional funding for scholarships and recruiting the very best graduate candidates.
13. As a recipient of a Saïd Business School Foundation scholarship, your name, Saïd Business School email address, gender, nationality, age, work history and education, as detailed in your programme application form, will be shared with the Saïd Foundation, once you are enrolled on the programme. These details will be used to inform the Board of Trustees on who has received funding from the Saïd Business School Foundation, and to invite you to events held by the Saïd Foundation. If for any reason you do not wish for this information to be shared, please let us know by the deadline specified in your funding offer letter.

Additional requirements

14. You may be required from time to time to take part in Saïd Business School recruitment and admissions events.
15. Periodically you may be required to attend scholarship events. These events may include: scholar celebratory events, scholar networking events, and events to meet with the donor of your scholarship. You may also be asked to meet prospective scholarship donors in order to help the School demonstrate the impact of philanthropy in a tangible and meaningful way.
16. As a scholarship recipient we ask that you accept the role of ambassador for the School. Examples of what this may involve include assisting with online forums and School events, or blogging about your Oxford experience. We may also ask you to make contact with incoming scholars once you are enrolled on the MBA programme, in order to answer any question they may have.
17. As a scholarship recipient we ask that, when requested, you provide details for an online Scholar Profile which will remain on our website for the year of your MBA programme. The purpose of these profiles is to promote our scholarship recipients whilst also promoting the MBA programme and the variety of scholarship funding on offer.



APPENDIX 2: Confirmation of Acceptance

Scholarship details:

Scholarship:	Saïd Business School Foundation Scholarship
Name of scholar:	Sarel van Baalen
Programme:	Masters of Business Administration
Programme dates:	September 2019 to September 2020

Declaration and acceptance of scholarship terms and conditions:

I, Sarel van Baalen, confirm that I wish to accept the scholarship offer made in your letter dated 18 December 2018.

I have read and understood the terms and conditions specified in this funding offer letter and its attached appendices and agree to abide by them.

Signature:	
Date:	

What next?

If you need a UK visa: You can use this funding offer letter as part of your visa application to show proof of funding. Please see www.ox.ac.uk/students/visa for more information. If you need this letter for visa purposes but it does not include your correct name (as shown in your passport) and/or address, please email financial.aid@sbs.ox.ac.uk giving the correct name and/or address in order for a new letter to be issued. You may need to submit a stamped, signed, paper copy of this letter with your visa application. If this applies to you, please also email to request this. A paper copy will only be mailed upon request.

Returning this form: In order to accept this scholarship offer, you must return the signed version of this form by the deadline stated in your scholarship offer letter. The offer will be considered valid only until this date. Please scan and email the signed copy of this form to financial.aid@sbs.ox.ac.uk (If it is not possible to send an electronic copy, you may return it by post to: Admissions and Financial Aid, Saïd Business School, Park End Street, Oxford, OX1 1HP, UK.)