

**Guidelines**

**Retail is an exciting, varied and expanding sector, with a wide range of career opportunities!**

**The DC (Duncan Campbell) Scholarship is supported through various enterprising projects fund raising activities, undertaken by Fife College Retail and Business students.**

**Amount of Scholarship**: 1 x scholarship award of £500

1 x scholarship award of £300

1 x scholarship award of £100

**Eligible Students**: Students studying Business or Retail at Fife College Levenmouth Campus (Certificate Access to Retail and Customer Services, Certificate Access to Business, Hospitality and Tourism (Levenmouth), Intermediate Certificate: Retailing and Advanced Certificate: Business and Retailing.

**The scholarships will be awarded upon the following criteria:**

* Able to demonstrate an ability to apply creativity within your course work and/or projects you have been involved with at College
* Able to demonstrate high standards of academic performance in your course work
* Demonstrate how qualifications are enhancing your career prospects within industry
* Possess high levels of attendance

**Application Process**

1. Application forms are available on our website. It is important that applicants complete the form fully and explain quite clearly why they should be considered for the DC Retail Scholarship
2. A reference from a relevant Curriculum Manager/Course Tutor will be sought, as well a positive Internal Learner Review (ILR) as part of the application process. If these are not satisfactory then your application may be withdrawn
3. Shortlisted students will be invited to an informal interview

All successful applicants will be required to submit a short letter/email of thanks after receiving their award, outlining how this Scholarship has supported them. In order to gain publicity for Fife College Retail courses successful applicants will be required to be photographed at the presentation of their award.

**The closing date for applications is Friday 19th April 2019 at 12 noon. Please ensure that all contact details are filled in correctly and send your application to** [**scholarships@fife.ac.uk**](mailto:scholarships@fife.ac.uk)**. Alternatively you can hand it into a College reception. addressed to Gaynor Jamieson, Trust Fundraiser at Fife College. All applications must be received within the closing date to be considered.**

The Adam Smith Enterprise and Education Foundation is a recognised charity in Scotland.

Scottish Charity Number **SC027103**



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**DC RETAIL SCHOLARSHIP**