



## CATHOLIC SCHOLARSHIP PROGRAMME

### FREQUENTLY ASKED QUESTIONS

#### 1) What is the Catholic Scholarship Programme?

The Catholic Scholarship Programme (CSP) was established in 2005 to provide academic, professional and leadership training to African religious women and men and laity so as to enable them to play a leading role in transforming the Church and society. The Programme provides access to educational opportunities and additional leadership courses including Servant Leadership, Child Protection and Safeguarding, Executive Management Skills and Catholic Social Teaching to persons working with and for the Church and who have been selected for future leadership roles.

The Programme receives financial support from Porticus which is an international organisation that manages the philanthropic programmes of charitable entities established by Brenninkmeijer family entrepreneurs. Since inception in Kenya in 2005, the programme has experienced tremendous growth and has been offering scholarships in Uganda since 2008 and in Tanzania since 2011. The programme is hosted by Tangaza University College in Kenya, University of Kisubi in Uganda, and Mwenge Catholic University in Tanzania. There is a Scholarship Board in each of these countries that manages the scholarship processes on behalf of Porticus.

#### 2) Who is eligible to apply for a scholarship?

The scholarship accepts applications from two groups of persons namely;

- a) Catholic consecrated sisters, brothers and priests who can demonstrate leadership traits who are nominated by their congregational or diocesan leadership.
- b) Lay persons nominated by a Catholic Institution if they meet the following requirements at the time of application:
  - i. Show evidence of a full-time employment with the nominating Catholic Institution for at least three consecutive years; and
  - ii. Hold a leadership position in the nominating Catholic Institution.

#### 3) How do I know if I am eligible to apply?

- The scholarship accepts candidates who demonstrate a strong leadership potential as described in their application information as well as in the face-to-face interview.
- Candidates for a Master's degree or Post-graduate diploma require a minimum of two years of work and/or service from the date of graduation.
- Only students who are starting a course of study are eligible; a student in an on-going course of study is not allowed to apply for a scholarship.
- The nominating authority must demonstrate the need for the human resource skills sought through the training of those they nominate for a scholarship.

There is no age restriction; however, the applicant must show that he or she will be able to provide service and leadership for a period of time in a manner comparable to the investment made.

#### 4) What are the requirements to get a scholarship?

A prospective candidate needs to show interest in writing by filling in the scholarship application form and providing the information that fulfils the eligibility requirements.

- a) To be selected to participate in the CSP, scholars should demonstrate past leadership and be willing to engage in leadership roles following completion of studies.
- b) Selection into the programme requires students to be recommended for the award from the highest authority in the sending congregation and another from someone in a leadership position who is familiar with the applying scholar's qualifications. Additionally, applicants are

required to commit to returning to a leadership position in their congregation once they have graduated.

c) It is expected that the applicant shows a clear relationship between the area they intend to study and their responsibility to the congregation/Catholic Institution once they have graduated. The recommendation of the Superior is also required to show how and where the scholar will contribute to the future of the church. For lay people, their referring institutions are expected to provide information on the future value to the institution the scholar will serve if awarded the scholarship. Once selected, scholars are provided with funding that goes towards tuition fees, books, research expenses and travel.

## **5) Which level of study is supported by the scholarship programme?**

The scholarship programme supports courses at the Masters, Bachelor's, Post-graduate diploma, Diploma and Certificate level only. Please note that:

- a) PhD courses and degrees in Medicine are **not** supported by the programme
- b) Eligibility for a Master's degree or Post-graduate diploma is possible only following a minimum of two years of work and/or service.
- c) Diploma and Certificate courses are limited to women religious with a preference for local congregations. Please note that whereas it is generally considered that local congregations have greater resource challenges compared to international congregations, the programme's vetting process is based more on the individual's presentation rather than on the congregation they represent.

## **6) Which courses are sponsored by the programme?**

### **a. Education**

Scholarships will be available to students enrolling in the Faculty of Education of qualifying institutions. Available courses may include Post Graduate Degree in Education, Master of Higher Education Management and Development, Master of Education Management and Planning, Education Science, Bachelor of Science in Education, Bachelor of Arts in Education, Bachelor of Education, Diploma in Secondary Education, Diploma in Education Diploma in Teacher Education, Diploma in Psychology and Counselling.

### **b. Building just societies**

Scholarships will be available to students enrolling in the Faculty of Law, Departments or Faculty of Philosophy, Religious Studies, Gender and Development, Community Development. Available courses may include Masters in Law, Bachelors in Law, Masters in Social Work, Bachelor of Arts in Social Work, Master in Philosophy, Bachelors in Peace Studies and International Relations, Master in Peace Studies.

### **c. Effective congregational/Church management and leadership**

Scholarships will be available to students studying finance, administration, management and economics and enrolling in the Faculty of Business of qualifying institutions. Available courses may include Masters in Business Management, Masters in Human Resources Management, Masters in Finance and Corporate Management, Bachelors Business Administration, Diploma Business Administration, Diploma in accountancy.

### **d. Health**

Scholarships will be available to students studying Bachelor of Nursing, Medical Laboratory Technician courses, Physiotherapy and Occupational therapy courses. Please note that lower qualifications in Nursing are not supported by the scholarship programme in line with professional standards in the health sector that advocate for a high quality of care afforded by qualifications at the Degree level.

## **7) In which institutions of higher learning does scholarship programme sponsor its candidates?**

Qualifying institutions of higher education are University of Kisubi, Makerere University, Kyambogo University, Nkumba University, Makerere Business School, Mbarara University of Science and Technology, Gulu University, Uganda Martyrs University, Uganda Christian University and Queen of Apostles Institute Jinja.

## **8) How do I apply for a scholarship?**

A candidate who fulfils the eligibility requirements of this scholarship may apply by filling and returning a completed application form during the application period.

**9) When do I apply for a scholarship?**

The application period opens on the 1<sup>st</sup> of March of each year.

**10) When is the deadline for submitting the scholarship application forms?**

The deadline for returning the application forms to the scholarship programme office in the University of Kisubi is the 15<sup>th</sup> of May of each year.

**11) Where can I get the scholarship application forms from?**

The Catholic Scholarship Application are available to interested applicants who meet the eligibility requirements through the following means:

- In-person collection from the CSP office at the University of Kisubi.
- Downloading forms from the website of the University of Kisubi and Uganda Martyrs University - Nkozi.
- Downloading forms from the website of the Association of the Religious in Uganda.

**12) What should I submit with my scholarship application?**

A nine item checklist has been provided on the last page of the application form to guide applicants.

**13) When will I know that I have been awarded a scholarship?**

The successful candidates are notified about the award via e-mail and hard copy by the 15<sup>th</sup> of July.

**14) Can I apply for a scholarship to study in another country?**

No, scholarships are given to scholars studying in their country of domicile or residence.

**15) What is the process of getting a scholarship?**

The Scholarship Board uses a merit-based system in the selection process which includes the following steps:

- a) A call for applications is made to interested applicants
- b) Application forms are issued to and collected from prospective scholarship awardees within the application period
- c) Applications are subject to a compliance review to confirm if applicants are eligible to receive the scholarship
- d) Initial application review by the Board
- e) Interview of the shortlisted candidates by the Board
- f) Decision making to award the candidates with scholarships
- g) Confirmation of scholarship in writing to each of the awardees

**16) What is expected of a scholarship holder?**

Beneficiaries will be required to:

- a) Meet minimum academic targets agreed to by the Board
- b) Meet the scholarship Board periodically as part of the programme's monitoring processes
- c) Submit academic and financial reports in a timely manner
- d) Periodically complete surveys that collect data that will be used to improve the scholarship programme
- e) Engage in CSP Alumni activities upon graduation and attend leadership courses offered to alumni as part of their continuous professional development

Additionally, beneficiaries of the scholarships are required to undertake compulsory leadership courses as part of their preparation for Catholic leadership. They are required to complete the following mandatory courses arranged by the scholarship programme:

- a) Child Protection (offered to all beneficiaries of scholarships)
- b) Servant Leadership (offered to those pursuing Bachelors, Post-graduate diplomas and Masters courses)
- c) Executive Management and Leadership (offered to those pursuing Bachelors, Post-graduate diplomas and Masters courses)
- d) Catholic Social Teaching (offered to those pursuing Bachelors, Post-graduate diplomas and Masters courses)

**17) What does the scholarship cater for?**

The scholarship award is partial and will include full tuition and functional fees for the duration of the course of study. The scholar will also receive a modest contribution to cover additional expenses such as books, research, and travel. The contribution is:

- a) Certificate UGX. 694,619.00
- b) Diploma UGX. 868,274.00
- c) Bachelors UGX. 1,041,930.00
- d) Master's UGX. 1,215,580.00

All expenses related to boarding, medical, and other expenses should be covered by the scholar. The programme does not provide for laptops and scholars are expected to source funds for this. Applicants should demonstrate the ability to pay the balance of their study costs without the need to interrupt their studies.

**18) What are my chances of getting a scholarship?**

The scholarship is competitive, and the total number of scholarships awarded annually depends on the availability of funds. On average 25% of the applicants receive scholarships every year. The CSP Board is guided by the following quotas in awarding the scholarships every year

- Consecrated Religious Sisters – 60%
- Consecrated Religious Brothers – 20%
- Priests – 10%
- Lay persons – 10%

The scholarship therefore selects candidates who demonstrate strength in the following areas:

- Academic achievement
- Experience and/or potential for leadership
- Participation in service related activities in the community, congregation, etc.
- Work history
- Achievements (academic, professional, congregational)
- Awards/recognition

It is important therefore to fulfil every detail as requested in the application form.

**19) Can I apply again in case my application is not successful?**

An applicant who is not accepted on his or her first application is encouraged to submit an application in a subsequent year. However, if an applicant is not successful after three submissions, he or she will no longer be eligible. Please note that there is no direct entry into the programme and all applicants are subjected to the same vetting process.

**20) What is the process of making a re-application for a scholarship?**

Applicants who have previously made an application are required to use the Re-application Form. This form is an abbreviated version of the full application form and is only for use by those who had submitted a **complete set** of supporting documents in their previous application. The aim of the re-application form is to capture details of changes that may have occurred in the period between the applicant's last and present application. The form also allows the selection committee to get assurance that the Superior still supports the applicant's pursuit of study. Please note that those who submit a re-application will be vetted using the same standards applied to those making a first application and will be required to go through the interview process should their application be accepted.