

## Guidance Notes - TV Production and Broadcast Journalism

### **About the Bursary:**

The Royal Television Society wants to help talented young people from lower income backgrounds to realise their potential and get a foothold in the television industry. We award 20 bursaries each year to students who have a place to study on a course listed at the end of these Guidance Notes. These are all either accredited by Creative Skillset, the Broadcast Journalism Training Council, the National Council for the Training of Journalists or are among the top 15 courses in the UK. To be eligible for a bursary, your household income must be less than £25,000 a year. The bursaries are to support living expenses and will be paid in instalments of £1,000, a year for the duration of your course.

This prestigious award also offers a real opportunity to gain insight into the Industry and build a network of key contacts. As a bursary recipient you will also benefit from free membership of the Royal Television Society and affiliate membership of The Hospital Club while studying, one year's free membership of the Royal Television Society when you graduate and in the second or third year of your course we will aim to set up a mentoring opportunity with one of our many industry mentors, helping you to benefit from our powerful network of over 4000 members.

We want to invest in talented individuals from diverse backgrounds who intend to pursue a career in television or broadcasting. The television industry is a fast moving and varied one, offering many different opportunities and we are keen to hear from students wishing to pursue careers in all areas of the industry from camera operators, sound recordists, script-writers to news reporters and potential directors.

These awards are discretionary. The Royal Television Society's Education Panel will decide the awards based on their judgement of the students who will most benefit from this investment.

They will use the criteria listed below when making their decisions. **Please make sure you read these and use them when making your application.** There are a limited number of bursaries available and the decision of the panel is final.

### **Who Can Apply?**

To be eligible for this award you need to meet all the criteria listed below. If you are not sure what we mean, please see our [Frequently Asked Questions](#) for further information.

- The RTS bursary is for people who are new to higher education. If you have previously studied a degree course you will not be eligible for this bursary.
- This bursary is for UK 'Home', full-time undergraduate students starting in autumn 2018. Students from other EU countries and from Overseas are not eligible for this scheme.
- You must have accepted an offer as your 'firm choice' to study full-time on one of the Creative Skillset or Broadcast Journalism Training Council undergraduate programmes listed at the end of these Guidance Notes.

- You must apply for this bursary by the application deadline of midday on 30 June 2018.
- You must have a household income of £25,000 or less. You will not need to provide evidence of this at the point of application. However, bursary awards will not be confirmed until you have sent us evidence of the value of your student loan entitlement from Student Finance (or relevant body for Wales, Scotland or Northern Ireland). We will use this to confirm that your household income is below £25,000.

### **How Do I Apply?**

You will need to complete the application [form on the Royal Television Society website](#) and include your UCAS personal statement. You must also include a link to an example of your work or attach a file. The application form also asks you for contact details for a referee who would support your application. This should be a school or college tutor or someone you have worked for. **Family members are not acceptable.** You will need to get the referee's agreement to put their details on this form.

Please note, all applications must be submitted electronically. If for any reason this is not possible please contact us at [Bursaries@rts.org.uk](mailto:Bursaries@rts.org.uk)

Applications must be received by midday on 30 June 2018. Any applications received after this deadline will not be eligible for consideration for this award. Please do not leave your application until the last minute, as IT systems are likely to be busy and it may take some time to upload your application.

### **Consent to Retention and Use of Personal Data**

The Royal Television Society will retain your name and contact details, which it may use to stay in contact with you during your studies and after graduation. We will also wish to publicise the names, home towns and courses studied of successful applicants. Application for this award will require your consent to the retention by Royal Television Society of your application and personal details and their use for this purpose.

### **Short-listing Criteria**

On the application form we ask you to write a statement explaining why you want to study the course you have applied for, why the Royal Television Society should invest in you and the difference this bursary would make – please be aware that the Bursary is offered by The Royal Television Society and not the university you have applied to. **Please read the short-listing criteria below and use these as a guide to writing your paragraph.**

We will shortlist eligible applications against the following criteria, based on the information provided in your application form, any additional evidence submitted, and your UCAS personal statement.

- **Enthusiasm for Television and Any Related Experience**

We are interested in your passion and enthusiasm for television and broadcast media. Please tell us why you want to study your chosen course, your career aspirations and any evidence you can give us of your enthusiasm for the subject. This may include any related experience you have – for example,

at school, a youth club - or any individual or group work you have done which demonstrates your commitment to a career in television. For example, this could be back stage crew work, script writing or use of multi-media technology.

- **Ability to Study**

Please tell us about any ways in which you have demonstrated your ability to study. Please include details of your GCSE, BTEC or similar grades, predicted A Level/HND grades, success in school or external prizes or competitions or feedback on a specific piece of work you are proud of. We are also looking for evidence of good communication skills and you should, therefore, ensure your application is fluent, well-structured and accurate.

If you have had to overcome any difficulties in your studies – for example, if you have had to take time out due to illness or family circumstances, if you are a carer or have a disability which has affected your studies or you have overcome any difficulties please let us know.

- **Motivation**

It is important to us that the bursary and the opportunities provided through membership of the RTS are well used. Please tell us the difference the £1000 a year will make to you and what you aim to do with it. This can be anything from buying a new camera or laptop, or to fund your travel expenses to workshops or courses. The bursary brings with it significant opportunities as a result of your membership of the RTS. You should look at the RTS website, find out what we do and how you may be able to get involved. Please tell us about how you would make the most of being a member of the RTS to help you whilst at university and further into the future.

- **Additional evidence**

We require you to submit an example of your work that can be viewed electronically. This may be a piece of coursework you are particularly proud of, a short film or video you have made or something else you have done. We are keen to see examples which showcase your creative skills. If the work is a group effort, please ensure you specify your role in the production. If it is possible to view it on a website or YouTube, please include the web address. Please do not send us any hard copy DVDs or other evidence, as we are not able to return these and wish to receive all materials electronically. If you are attaching a file, please use a common file format and ensure your link works before you submit your form and please ensure that it is not password protected. If for some reason it is essential to have a password, please ensure that you have given us the password on the form.

- **Geographic Spread**

We will also seek to achieve a spread of awards across a range of different Universities and geographies of the UK. We will try to avoid making a high number of awards at any one University. You don't need to tell us anything about this in your statement, but we may use this criterion to make final decisions between applicants.

- **The Steve Hewlett Award**

This award is open to applicants interested in a career in current affairs journalism /documentary production. An Additional £1000 per annum will be awarded to two successful applicants. If you wish to be considered for this award please tick the relevant box on the application form, read the information about Steve Hewlett below and say why you should receive the award in your supporting paragraph.

Steve Hewlett was a documentary film maker, programme editor, television executive, media commentator, newspaper columnist, television presenter and Radio 4 broadcaster. He was above all, a journalist: a forensic, passionate, fearless story teller with a talent for communicating the most complex of stories in the most accessible way possible.

After graduating from Manchester University, he began his career as a freelance researcher working on BBC programmes Panorama and Nationwide. When Channel 4 was created in 1982 Steve joined its new alternative news show "The Friday Alternative". The programme tore up the rule book that bound conventional current affairs television. He then returned to the BBC where he directed many award-winning documentaries including "The Maze- Enemies Within" in 1990, made with unprecedented access to the maximum-security prison in Northern Ireland and "Remember Bloody Sunday" in 1992. Steve went on to become editor of BBC documentary strand "Inside Story" before being appointed editor of Panorama, where in 1995 the programme received the highest TV ratings for a factual programme of all time with the interview with HRH Princess Diana. Over 22 million people tuned in. After becoming head of factual programmes at Channel 4 and director of programmes at Carlton TV he began to carve out a role as one of the UK's leading media commentators with a column in the Guardian and the host of Radio 4's "The Media Show". With his own company Genie Pictures, he began to present documentaries including "Rupert Murdoch's Battle with Britain" and the Royal Family's relationship with the media "Reinventing the Royals". After being diagnosed with cancer in 2016 Steve documented the impact of the disease through a series of candid interviews with Eddie Mair on Radio 4's PM programme. It connected with listeners in a way that no-one on the programme had expected and he continued to record these interviews until his death in February 2017.

Steve also chaired Sheffield Documentary Festival and was a visiting professor at Salford University.

## **Please submit your application by midday on 30 June 2018.**

### **What Happens Next?**

The Royal Television Society will assess your application against the eligibility and short-listing criteria above. We may contact your referee for further information at this stage. We may also contact you to arrange a short telephone interview.

The top 20 applications, as determined by our panel, will be awarded the bursaries, subject to meeting the conditions of any University offers and providing evidence of the value of your Student Finance award. We will also create a reserve list. Where students from the shortlist do not meet the conditions for the offer of a bursary, these will be offered to students from the reserve list. If you are on the shortlist for a bursary we will contact you about providing confirmation of your place and Student Finance award during August. Please note: we will expect you to provide both of these by 30 September 2018, at the latest. If these are not provided, we may withdraw the offer of a bursary.

We will inform all applicants of the outcome of their bursary application by 30 September 2018. Successful applicants will receive the first instalment of their bursary payments in February 2019.

Please note, The Royal Television Society have a limited number of bursaries during the academic year 2018/19, therefore, meeting the eligibility criteria and applying for a bursary does not guarantee that your application will be successful.

### Eligible Institutions and Courses

We will only consider students enrolling for full time study on the following programmes with an autumn 2018, start date for this bursary. Students enrolling on any other course that is not listed below will not be eligible to apply.

UNIVERSITY	COURSE NAME	UCAS COURSE CODE
Arts University Bournemouth	BA (Hons) Film Production	W610
University of Bedfordshire	BA (Hons) Broadcast Journalism	P503
Birmingham City University	BA (Hons) Media & Communication	P910
	BA (Hons) Media & Communication (Television)	P9WP
Bournemouth University	BA (Hons) Television Production	W621
	BA (Hons) Scriptwriting for Film and Television	W620
	BA (Hons) Multimedia Journalism	P500
University of Bradford	BA (Hons) Film and Television Production	P309/310
University of Brighton	BA (Hons) Multimedia Broadcast Journalism (Hastings Campus)	P501
	BA (Hons) Journalism	P502
	BA (Hons) Sports Journalism	P500
Buckinghamshire New University	BA (Hons) Film and Television Production	PW36
Bristol University	BA (Hons) Film and Television	4M5N
Canterbury Christ Church University	BA (Hons) Journalism: Multimedia Journalism	P501
Cardiff University	BA (Hons) Journalism and Communications	ON3D
University of Central Lancashire	BA (Hons) Journalism	P500
	BA (Hons) Sport Journalism	P501
	BA (Hons) Film Production	WP6J
City of London University	BA (Hons) Journalism	P500

<b>Coventry University</b>	BA (Hons) Journalism	PP53
	BA (Hons) Media Production	P310
	BA (Hons) Media and Communication	P910
	BA (Hons) Digital Media	P479
<b>University for the Creative Arts</b>	BA (Hons) Journalism	W900
	BA (Hons) Sport Journalism	W803
	BA (Hons) Film Production	W600
	BA (Hons) Television Production	P311
	BA (Hons) Television and Media Production	P321
	BA (Hons) Journalism and Media Production	W902
<b>De Montfort University</b>	BA (Hons) Journalism	P500
<b>University of Edinburgh</b>	BA(Hons) Film and Television	P390
<b>Edinburgh College of Art (Screen Academy Scotland)</b>	BA (Hons) Film and Television	P390
<b>Edinburgh Napier University (Screen Academy Scotland)</b>	BA (Hons) Television	P301
	BA (Hons) Journalism	P500
<b>University of Essex</b>	BA Multimedia Journalism	P500
<b>University of Falmouth</b>	BA (Hons) Film	W610
	BA(Hons) Journalism	P500
	BA (Hons) Sports Journalism	46G1
<b>Glasgow Caledonian University</b>	BA (Hons) Multimedia Journalism	P500
<b>University of Gloucestershire</b>	BA (Hons) Television Production	P311
	BA (Hons) Film Production	P313
	BA (Hons) Sport Journalism	CP65
	BA (Hons) Journalism	P502
<b>Glyndwr (Wrexham) University</b>	BA (Hons) Journalism	221P
<b>University of Hertfordshire</b>	BA (Hons) Film and Television Production	W602

<b>University of Huddersfield</b>	BA (Hons) Broadcast Journalism	P501
<b>Hull School of Art and Design – Hull College</b>	BA (Hons) Journalism and Digital Media	P5P3
<b>University of Kent</b>	BA (Hons) Journalism	P500:K
<b>Kingston University</b>	BA (Hons) Journalism	P500
<b>Lancaster University</b>	BA (Hons) Film Studies	P303
<b>Leeds Beckett University</b>	BA (Hons) Journalism	P500
<b>University of Leeds</b>	BA Journalism	PJ59
<b>Leeds Trinity University</b>	BA (Hons) Broadcast Journalism	P500
<b>Leicester University</b>	BA (Hons) Media and Communication	P910
<b>University of Lincoln</b>	BA (Hons) Journalism	P500
<b>Liverpool John Moores University</b>	BA (Hons) Media Production	P300
	BA (Hons) Journalism	P500
<b>London South Bank University</b>	BA (Hons) Journalism	P501
<b>Loughborough University</b>	BSc (Hons) Communications and Media Studies	P910
<b>Met Film School</b>	BA (Hons) Practical Film Making (2 or 3 Years)	WW60/J2A7
<b>Middlesex University</b>	BA (Hons) Television Production	P311
<b>Newcastle University</b>	BA (Hons) Film Practice	P313
	BA (Hons) Film and Media	P303
<b>University of Northampton</b>	BA (Hons) Multimedia Journalism	P500
<b>Northumbria University</b>	BA (Hons) Journalism	P500
<b>Norwich University of the Arts</b>	BA (Hons) Film and Moving Image Production	N36
<b>Nottingham Trent University</b>	BA (Hons) Design for Film and Television	W280
	BA (Hons) Broadcast Journalism	P500
<b>University of Nottingham</b>	BA (Hons) Film and Media Studies	W630

	BA (Hons) International Media and Communications Studies	P900
<b>Oxford Brookes University</b>	BSc (Hons) Digital Media Production	P310
<b>Perth College – University of the Highlands and Islands</b>	BSc (Hons) Audio Engineering	H642
<b>Plymouth Marjon University</b>	BA (Hons) Sport Journalism	P314
	BA (Hons) Journalism	P500
<b>University of Portsmouth</b>	BSc (Hons) Television and Broadcasting	P30C
	BA (Hons) Film Production	PP31
<b>Queens University Belfast</b>	BA (Hons) Film Studies and Production	W600
<b>Ravensbourne</b>	BA (Hons) Editing and Post Production	PJ90
	BA (Hons) Digital Film Production	P313
	BA (Hons) Digital Television Production	P311
<b>Robert Gordon University</b>	BA (Hons) Journalism	P500
<b>University of Salford</b>	BSc (Hons) Media Technology	HW64
	BA (Hons) Journalism (Multimedia)	P50Y
	BA (Hons) Journalism (Broadcast)	PP53
<b>University of Sheffield</b>	BA (Hons) Journalism Studies	P500
<b>Southampton Solent University</b>	BA (Hons) Multimedia Journalism	P593
	BA (Hons) Television and Video Production	P390
	BA (Hons) Journalism	P500
	BA (Hons) Sport Journalism	P590
	BA (Hons) Television Studio Production	P311
	BA (Hons) Television Post-Production	P318
<b>University of South Wales</b>	BA (Hons) Journalism	P500
	BA (Hons) TV and Film Set Design (Cardiff)	W461



<b>Staffordshire University</b>	BA (Hons) Media (Film) Production	W600
	BA (Hons) Experimental Film Production	W621
	BA (Hons) Broadcast Journalism	PL52
	BSc (Hons) Film Production Technology	W610
	BSc (Hons) Digital Film and Post Production Technology	W619
<b>Stirling University</b>	BA (Hons) Journalism Studies	P500
	BA (Hons) Digital Media	W2N9
<b>University of Sunderland</b>	BA(Hons) Broadcast Media Production	HP63
	BA (Hons) Broadcast Journalism	P501
	BA (Hons) Journalism	P500
	BA (Hons) Sports Journalism	P505
<b>University of Sussex</b>	BA (Hons) Journalism	P500
<b>Teesside University</b>	BA (Hons) Broadcast Media Production	P314
	BA (Hons) Television and Film Production	P331
	BA (Hons) Journalism	P501
	BA (Hons) Sports Journalism	P505
<b>University of the West of England (Bristol)</b>	BA (Hons) Journalism	P500
	BA (Hons) Filmmaking	W293
<b>University of the West of Scotland</b>	BA (Hons) Journalism (with option in Sport)	P500
	BA (Hons) Journalism	P500
	BA (Hons) Filmmaking and Screen writing	WW68
	BA Broadcast Production – TV and Radio	P391
<b>University of Westminster</b>	BA (Hons) Television Production	P311
	BA (Hons) Film	W620

	BA (Hons) Contemporary Media Practice	W900
<b>University of Winchester</b>	BA (Hons) Journalism	P500
<b>University of Worcester</b>	BA (Hons) Journalism	P500
<b>University of York</b>	BSc (Hons) Film and Television Production	W600

Every effort is made to ensure that all details included in these Guidance Notes are correct at the time of writing. They are intended to act as an information source for potential bursary applicants and in no way should they be considered to be legally binding or guarantee an award of a bursary. The Royal Television Society will not be deemed to be in breach of any Terms and Conditions due to changes to eligibility criteria beyond their reasonable control. It should be noted that these Guidance Notes will be regularly reviewed and may be subject to change from time to time. The decision of the award panel is final, and there is no appeal against the decision of the panel on the award of bursaries. We regret that we are unlikely to be able to provide individual feedback, as we anticipate receiving many applications for these award