



DEKING CHARITY FOUNDATION

SCHOLARSHIP POLICY & BENEFICIARY GUIDELINES



**DEKING CHARITY
Foundation**
Scholarship Policy & Beneficiary Guidelines



dcf@dekingmail.com
www.dekingfoundation.org

DEKING CHARITY FOUNDATION SCHOLARSHIP POLICY AND BENEFICIARY GUIDELINES

Policy Owner: DeKing Charity Foundation

Applicable To: All beneficiaries of scholarships administered, funded, sponsored, or facilitated by DeKing Charity Foundation

Effective Date: September 2024

Policy Review Date: August 2027

Policy Version: 1.0

POLICY STATEMENT

DeKing Charity Foundation (“the Foundation”), is committed to supporting access to quality education and creating opportunities for deserving individuals to pursue and complete their academic goals.

The Foundation’s Scholarship Programme is established to provide financial and educational support to selected beneficiaries who demonstrate need, merit, potential, commitment to education, or other criteria determined by the Foundation.

The Foundation recognizes that education is an important instrument for individual development, economic empowerment, community advancement, and social transformation. Accordingly, scholarships may be awarded to eligible students for undergraduate, postgraduate, vocational, professional, or other approved educational programmes, subject to the terms of the applicable scholarship award.

This Policy establishes the rules, standards, obligations, procedures, and conditions governing the award, administration, continuation, review, suspension, and termination of scholarships provided under the Programme.

Receipt of a scholarship constitutes acceptance by the beneficiary of the terms contained in this Policy, the applicable scholarship award letter, and any additional requirements communicated by the Foundation.

TABLE OF CONTENTS

1. PURPOSE OF THE POLICY	5
2. SCOPE OF APPLICATION	5
3. DEFINITIONS	5-6
4. NATURE OF THE SCHOLARSHIP	6
5. SCHOLARSHIP COVERAGE	6
6. PAYMENT OF SCHOLARSHIP FUNDS	7
7. BENEFICIARY RESPONSIBILITIES	7
8. ACADEMIC PERFORMANCE REQUIREMENTS	8
9. CHANGE OF COURSE OR PROGRAMME	8-9
10. CHANGE OF INSTITUTION	9
11. CHANGE THROUGH JAMB OR OTHER ADMISSION PROCESS	9
12. INTERRUPTION, DEFERMENT, OR SUSPENSION OF STUDIES	9-10
13. WITHDRAWAL OR DISCONTINUATION FROM THE PROGRAMME	10
14. EXTENSION OF SCHOLARSHIP DURATION	10
15. FINANCIAL RESPONSIBILITY	10
16. USE OF SCHOLARSHIP FUNDS	10-11
17. DOCUMENTATION AND VERIFICATION	11
18. REPORTING REQUIREMENTS	11
19. COMMUNICATION WITH THE FOUNDATION	11-12
20. CODE OF CONDUCT	12
21. CONFLICT OF INTEREST AND FALSE INFORMATION	12
22. MONITORING AND BENEFICIARY REVIEW	12-13
23. SUSPENSION OF SCHOLARSHIP	13
24. WITHDRAWAL OR TERMINATION OF SCHOLARSHIP	13
25. RECOVERY OF FUNDS	13
26. SPECIAL CIRCUMSTANCES	14
27. FOUNDATION'S DISCRETION	14
28. NON-TRANSFERABILITY	14
29. BENEFICIARY'S RELATIONSHIP WITH THE FOUNDATION	15
30. PUBLICITY AND SUCCESS STORIES	15
31. GRIEVANCES AND APPEALS	15
32. CONFIDENTIALITY AND INFORMATION	15
33. POLICY REVIEW AND AMENDMENT	16
34. ACCEPTANCE OF TERMS	16
35. BENEFICIARY DECLARATION	16
36. FOUNDATION APPROVAL	17

1. PURPOSE OF THE POLICY

The purpose of this Policy is to:

- Establish a clear and transparent framework for the administration of the Foundation's Scholarship Programme;
- Define the eligibility and continuing requirements applicable to scholarship beneficiaries;
- Establish the rights and responsibilities of beneficiaries;
- Provide guidelines for the appropriate use of scholarship funds;
- Establish procedures for changes to programmes, institutions, academic status, or other material circumstances;
- Promote academic commitment and satisfactory progress among beneficiaries;
- Protect the Foundation's financial resources and ensure responsible utilization of scholarship funds;
- Establish procedures for monitoring and evaluating beneficiaries;
- Provide grounds and procedures for suspension, withdrawal, or termination of scholarships; and
- Ensure that scholarship awards are administered consistently, responsibly, and in accordance with the objectives of the Foundation.

2. SCOPE OF APPLICATION

This Policy applies to every individual who receives financial or educational support under a scholarship programme established, administered, sponsored, or funded by DeKing Charity Foundation.

The Policy applies irrespective of:

- The duration of the scholarship;
- The academic institution attended;
- The course or programme of study;
- Whether the scholarship is full or partial;
- Whether payment is made directly to the institution or to the beneficiary;
- Whether the beneficiary is enrolled in a full-time, part-time, weekend, evening, online, vocational, or other approved programme.

Where the terms of an individual scholarship award letter differ from this Policy, the specific terms contained in the award letter shall apply to the extent of the difference, unless otherwise determined by the Foundation.

3. DEFINITIONS

For purposes of this Policy:

3.1 "Foundation"

Means DeKing Charity Foundation, the body responsible for administering the Scholarship Programme.

3.2 "Beneficiary"

Means an individual who has been formally selected and awarded a scholarship under the Programme.

3.3 "Scholarship"

Means financial or educational assistance granted by the Foundation to an approved beneficiary for an approved programme of study.

3.4 "Approved Programme"

Means the specific course, programme, degree, certification, or educational programme for which the beneficiary has received a scholarship award.

3.6 “Approved Institution”

Means the educational institution identified in the beneficiary’s scholarship award documentation or subsequently approved in writing by the Foundation.

3.7 “Approved Educational Expenses”

Means educational expenses expressly approved by the Foundation and which may include tuition/school fees, examination fees, books, learning materials, research expenses, accommodation, transportation, or other educational expenses, depending on the particular scholarship award.

3.8 “Academic Year”

Means the applicable period of study as defined by the beneficiary’s institution.

3.9 “Material Change”

Means any change that may affect a beneficiary’s eligibility, academic status, financial requirement, programme, institution, duration of study, or continued participation in the Scholarship Programme.

4. NATURE OF THE SCHOLARSHIP

A scholarship awarded by the Foundation is an educational support award and shall not be construed as an unconditional cash grant.

The nature and extent of each scholarship shall be determined by the Foundation and communicated to the beneficiary through an official scholarship award letter.

A scholarship may be:

- Full or partial;
- One-time or multi-year;
- Tuition-only;
- Tuition and approved educational expenses;
- Institution-specific;
- Programme-specific; or
- Subject to other conditions determined by the Foundation.

A multi-year scholarship does not create an automatic or unconditional entitlement to funding for every year of study. Continuation of the award is subject to the beneficiary meeting the requirements of this Policy and any conditions contained in the scholarship award letter.

5. SCHOLARSHIP COVERAGE

Depending on the specific award, the Foundation may provide support for:

Tuition;

- Approved school fees;
- Registration fees;
- Examination fees;
- Books and learning materials;
- Research-related expenses;
- Approved academic equipment;
- Accommodation;
- Transportation;
- Other educational expenses specifically approved by the Foundation.

The Foundation shall determine, at its discretion, which expenses qualify for support under each scholarship.

The existence of an expense does not automatically make the expense payable by the Foundation.

6. PAYMENT OF SCHOLARSHIP FUNDS

6.1 Tuition and Institutional Fees

Where the scholarship covers tuition or institutional fees, payments shall ordinarily be made directly to the educational institution, school bursary, designated institutional account, or other authorized payment channel.

Beneficiaries shall provide accurate and verifiable institutional payment details when requested.

The Foundation shall not ordinarily transfer tuition funds to a beneficiary's personal account where direct institutional payment is reasonably available.

6.2 Other Approved Educational Expenses

Where the Foundation approves financial support for expenses other than tuition or institutional fees, the Foundation may, at its discretion:

- Pay the institution directly;
- Pay an approved vendor or service provider directly; or
- Transfer the approved amount to the beneficiary's personal bank account.

The method of payment shall be determined by the Foundation.

6.3 No Unauthorized Cash Entitlement

A beneficiary shall not demand that scholarship funds be paid into a personal account merely because the beneficiary has been awarded a scholarship.

All payments shall be made in accordance with the Foundation's procedures and the terms of the relevant award.

7. BENEFICIARY RESPONSIBILITIES

Every beneficiary shall:

- Remain committed to the approved programme of study;
- Maintain satisfactory academic progress;
- Attend classes and academic activities as required by the institution;
- Comply with the rules and regulations of the educational institution;
- Provide accurate and truthful information to the Foundation;
- Submit requested academic and institutional documents within the required timeframe;
- Notify the Foundation promptly of any material change in circumstances;
- Use scholarship funds strictly for their approved purpose;
- Maintain proper records and receipts for expenses where requested;
- Protect the reputation and integrity of the Scholarship Programme;
- Conduct themselves responsibly and respectfully;
- Avoid any fraudulent, dishonest, or deceptive conduct relating to the scholarship;
- Cooperate with monitoring and verification exercises conducted by the Foundation; and
- Comply with this Policy and any additional scholarship-specific conditions.

8. ACADEMIC PERFORMANCE REQUIREMENTS

Scholarship beneficiaries are expected to demonstrate reasonable academic commitment and satisfactory progress.

The Foundation may require beneficiaries to submit:

- Academic transcripts;
- Examination results;
- Student identification documents;
- School fee statements;
- Registration documents;
- Admission letters;
- Course registration documents;
- Progress reports;
- Academic calendars; or
- Other documents reasonably required to verify continued eligibility.

The Foundation may establish minimum academic standards for specific scholarship categories.

Where a beneficiary performs below the required academic standard, the Foundation may:

- Request an explanation;
- Place the beneficiary under academic review;
- Require an improvement plan;
- Temporarily suspend further funding;
- Continue funding subject to specified conditions; or
- Withdraw the scholarship.

Academic difficulties shall be considered on a case-by-case basis, and the Foundation may take into account circumstances reasonably shown to have affected the beneficiary's performance.

9. CHANGE OF COURSE OR PROGRAMME

A beneficiary must not change their approved programme of study without prior written approval from the Foundation.

This includes any change arising from:

- Change of academic interest;
- Change of career plans;
- Admission into another programme;
- Change through JAMB;
- Change of course application;
- Transfer between departments;
- Change from one degree programme to another;
- Change from one programme type to another; or
- Any other academic programme alteration.

9.1 Mandatory Written Request

A beneficiary who wishes to change their approved programme shall submit a formal written request to the Foundation before taking any final step to change the programme.

The request shall state:

- The beneficiary's full name;
- Scholarship identification details, where applicable;
- Current institution;
- Current programme;
- Proposed programme;
- Reason for the proposed change;
- Academic implications of the change;

- Expected additional duration, if any;
- Expected additional cost, if any; and
- Any supporting documentation.

9.2 Foundation Approval

The proposed change shall only take effect for scholarship purposes after the Foundation has issued formal written approval.

A beneficiary who changes their programme without prior approval does so at their own risk.

The Foundation shall not be responsible for funding any programme, additional tuition, fees, or expenses arising from an unauthorized change.

The Foundation may approve or reject the request at its discretion.

10. CHANGE OF INSTITUTION

A beneficiary shall not transfer from the approved educational institution to another institution without prior written approval from the Foundation.

A request for transfer shall contain:

- Reason for the proposed transfer;
- Name of the proposed institution;
- Proposed programme;
- Admission or transfer documentation;
- Tuition and fee structure;
- Academic implications;
- Expected completion date; and
- Any other information requested by the Foundation.

Approval of a transfer shall not automatically mean that the Foundation will assume any additional financial obligation arising from the transfer.

The Foundation may approve a transfer subject to specific conditions.

11. CHANGE THROUGH JAMB OR OTHER ADMISSION PROCESS

Where a beneficiary intends to alter their course or institution through JAMB, Direct Entry, transfer, supplementary admission, change-of-course procedures, or any similar process, the beneficiary must notify the Foundation and obtain approval before completing the change where reasonably possible.

Where a change is made without prior approval, the Foundation reserves the right to:

- Decline funding for the new programme;
- Continue funding only under the original approved programme;
- Suspend the scholarship pending review; or
- Withdraw the scholarship.

12. INTERRUPTION, DEFERMENT, OR SUSPENSION OF STUDIES

A beneficiary who intends to:

- Defer studies;
- Take a leave of absence;
- Suspend studies;

- Withdraw temporarily;
- Repeat an academic year;
- Take a break from the programme; or
- Discontinue studies temporarily must notify the Foundation immediately.

Where the interruption is caused by illness, financial hardship, family circumstances, institutional closure, or another significant circumstance, supporting documentation may be requested.

The Foundation shall determine whether the scholarship may be suspended and subsequently reinstated.

13. WITHDRAWAL OR DISCONTINUATION FROM THE PROGRAMME

A beneficiary who voluntarily withdraws from the approved programme must notify the Foundation immediately.

Failure to notify the Foundation may constitute a breach of the scholarship conditions.

Where a beneficiary permanently withdraws from the programme, the Foundation may terminate the scholarship.

The Foundation may also review whether any funds paid after the beneficiary ceased to be eligible were improperly received.

14. EXTENSION OF SCHOLARSHIP DURATION

A scholarship shall ordinarily run for the period stated in the beneficiary's award letter.

A beneficiary shall not assume that the scholarship will automatically be extended because:

- The programme takes longer than expected;
- The beneficiary repeats a year;
- The beneficiary changes programme;
- The institution changes its academic calendar;
- The beneficiary defers studies; or
- Additional academic requirements arise.

Any extension must be expressly approved in writing by the Foundation.

15. FINANCIAL RESPONSIBILITY

The Foundation shall only be responsible for expenses expressly covered and approved under the beneficiary's scholarship.

The Foundation shall not be responsible for:

- Unapproved expenses;
- Personal expenses;
- Fines or penalties imposed by the institution;
- Additional fees arising from an unauthorized programme change;
- Additional years of study not approved by the Foundation;
- Expenses resulting from negligence by the beneficiary; or
- Expenses incurred without the Foundation's required approval.

16. USE OF SCHOLARSHIP FUNDS

Scholarship funds shall be used strictly for the purpose for which they were approved.

A beneficiary shall not use scholarship funds for:

- Personal consumption unrelated to education;

- Luxury purchases;
- Unapproved business activities;
- Loans to third parties;
- Gifts;
- Gambling;
- Debt repayment unrelated to the approved educational purpose; or
- Any other purpose not authorized by the Foundation.

Where funds are transferred to a beneficiary for an approved educational expense, the Foundation may require evidence showing how the funds were utilized.

17. DOCUMENTATION AND VERIFICATION

The Foundation reserves the right to verify information provided by beneficiaries.

Such verification may include contacting:

- Educational institutions;
- School bursaries;
- Departments;
- Academic advisers;
- Admission offices;
- Relevant government or educational agencies; or
- Other appropriate persons or institutions.

Beneficiaries shall cooperate fully with legitimate verification requests.

Providing false, altered, misleading, or fraudulent documents shall constitute serious misconduct and may result in immediate withdrawal of the scholarship.

18. REPORTING REQUIREMENTS

Beneficiaries may be required to submit periodic reports to the Foundation.

Depending on the scholarship, such reports may include:

- Academic progress;
- Current academic level;
- Semester results;
- Attendance;
- Financial utilization reports;
- Personal development updates;
- Challenges affecting academic performance; and
- Plans for the next academic period.

The Foundation may establish specific reporting schedules for different scholarship categories.

Failure to submit required reports may result in suspension of further payments until the required information is received and reviewed.

19. COMMUNICATION WITH THE FOUNDATION

Beneficiaries shall maintain accurate contact information with the Foundation.

They must promptly notify the Foundation of any change in:

- Telephone number;
- Email address;
- Residential address;

- Institution;
- Programme;
- Academic status; or
- Other information relevant to the scholarship.

The Foundation shall not be responsible for consequences arising from a beneficiary's failure to update their contact information.

20. CODE OF CONDUCT

Beneficiaries are expected to uphold high standards of integrity and responsible conduct.

A beneficiary shall not engage in conduct that may materially damage the reputation, credibility, or integrity of the Foundation.

This includes, but is not limited to:

- Fraud;
- Forgery;
- Misrepresentation;
- Academic dishonesty;
- Falsification of documents;
- Misuse of scholarship funds;
- Deliberate concealment of material information;
- Harassment or threatening conduct;
- Serious misconduct at an educational institution; or
- Any conduct that materially undermines the objectives of the Scholarship Programme.

Where allegations of misconduct arise, the Foundation may conduct an appropriate review before determining the appropriate action.

21. CONFLICT OF INTEREST AND FALSE INFORMATION

Applicants and beneficiaries must disclose information that may materially affect their eligibility.

A scholarship may be withdrawn where it is subsequently discovered that a beneficiary:

- Provided false information during the application process;
- Concealed relevant information;
- Submitted fraudulent documentation;
- Misrepresented their academic status;
- Misrepresented their financial circumstances; or
- Otherwise obtained the scholarship through deception.

The Foundation may take appropriate action in accordance with applicable law and its internal procedures.

22. MONITORING AND BENEFICIARY REVIEW

The Foundation may periodically review each beneficiary's continued eligibility.

The review may consider:

- Academic performance;
- Programme status;
- Compliance with this Policy;
- Use of scholarship funds;
- Submission of required documents;
- Conduct;
- Continued enrolment;

- Financial circumstances where relevant; and
- The continued availability of the scholarship programme.

Continuation of a multi-year scholarship is therefore subject to periodic review.

23. SUSPENSION OF SCHOLARSHIP

The Foundation may temporarily suspend a scholarship where:

Required documents have not been submitted;

- Academic performance requires review;
- The beneficiary has changed programmes without approval;
- The beneficiary has changed institutions without approval;
- There is an unresolved question concerning eligibility;
- Scholarship funds have been used improperly;
- The beneficiary has failed to provide required reports;
- The beneficiary has temporarily discontinued studies; or
- There is another material circumstance requiring investigation or review.

Suspension shall not necessarily constitute permanent withdrawal.

The Foundation shall determine whether and when the scholarship may be reinstated.

24. WITHDRAWAL OR TERMINATION OF SCHOLARSHIP

The Foundation may withdraw or terminate a scholarship where a beneficiary:

- Permanently withdraws from the approved programme;
- Changes programme without approval;
- Changes institution without approval;
- Provides false or fraudulent information;
- Fails to maintain satisfactory academic progress;
- Misuses scholarship funds;
- Fails to comply materially with this Policy;
- Fails to provide required documentation;
- Engages in serious misconduct;
- Becomes ineligible for the scholarship; or
- Is otherwise determined by the Foundation to no longer meet the requirements of the Scholarship Programme.

Where appropriate, the Foundation may provide the beneficiary with an opportunity to respond to concerns before a final decision is made.

25. RECOVERY OF FUNDS

Where scholarship funds are obtained through fraud, deliberate misrepresentation, unauthorized use, or other serious breach of the scholarship conditions, the Foundation may seek recovery of the affected funds.

Any recovery action shall be determined on the circumstances of the case and may be subject to applicable law.

26. SPECIAL CIRCUMSTANCES

The Foundation recognizes that beneficiaries may experience circumstances beyond their reasonable control.

Such circumstances may include:

- Serious illness;
- Death of an immediate family member;
- Significant institutional disruption;
- Natural disaster;
- Forced displacement;
- Serious financial hardship;
- Other exceptional personal circumstances.

A beneficiary experiencing such circumstances should notify the Foundation as soon as reasonably possible.

The Foundation may, at its discretion, provide reasonable accommodation, temporary suspension, extension, adjustment, or other support where justified.

27. FOUNDATION'S DISCRETION

The Foundation reserves the right to exercise reasonable discretion in administering the Scholarship Programme.

Such discretion may include decisions regarding:

- Scholarship amounts;
- Approved expenses;
- Payment methods;
- Programme changes;
- Institutional transfers;
- Academic performance;
- Extensions;
- Suspensions;
- Reinstatement; and
- Continuation or termination.

The exercise of discretion shall be guided by the objectives of the Scholarship Programme, fairness, available resources, and the circumstances of each case.

Nothing in this Policy shall be interpreted as creating an automatic entitlement to any particular payment beyond what is expressly approved by the Foundation.

28. NON-TRANSFERABILITY

A scholarship is personal to the named beneficiary.

It may not be:

- Transferred to another person;
- Sold;
- Assigned;
- Shared; or
- Used to benefit another person.

Where a beneficiary becomes ineligible, the scholarship does not automatically transfer to a sibling, friend, relative, or another student.

Any replacement beneficiary shall be selected through a process determined by the Foundation.

29. BENEFICIARY'S RELATIONSHIP WITH THE FOUNDATION

The scholarship does not create an employment relationship, agency relationship, partnership, or other commercial relationship between the beneficiary and the Foundation.

A beneficiary shall not represent themselves as an employee, representative, agent, spokesperson, or authorized officer of the Foundation solely because they have received a scholarship.

30. PUBLICITY AND SUCCESS STORIES

The Foundation may, subject to applicable privacy requirements and appropriate consent procedures, document the impact of its Scholarship Programme.

Beneficiaries may be invited to participate in:

- Scholarship events;
- Educational programmes;
- Impact stories;
- Interviews;
- Testimonials;
- Graduation or recognition activities; and
- Other Foundation activities.

Participation requirements shall be communicated separately where applicable.

31. GRIEVANCES AND APPEALS

A beneficiary who wishes to raise a concern regarding a scholarship decision may submit a written grievance to the Foundation.

The grievance should clearly state:

- The decision being challenged;
- The reason for the grievance;
- Relevant facts;
- Supporting documentation; and
- The resolution being requested.

The Foundation shall review the grievance in accordance with its internal procedures.

Submission of an appeal does not automatically suspend the effect of a scholarship decision unless the Foundation determines otherwise.

32. CONFIDENTIALITY AND INFORMATION

The Foundation shall handle beneficiary information in accordance with its applicable policies and legal obligations.

Beneficiaries are expected to provide accurate information necessary for:

- Scholarship assessment;
- Verification;
- Payment;
- Monitoring;
- Reporting; and
- Programme administration.

The Foundation may share necessary information with educational institutions, service providers, auditors, programme partners, or other authorized persons where reasonably required to administer the scholarship.

33. POLICY REVIEW AND AMENDMENT

The Foundation reserves the right to review and amend this Policy from time to time.

Any amendment shall take effect from the date communicated by the Foundation or from such other date as the Foundation determines.

Where an amendment materially affects an existing beneficiary, the Foundation may provide appropriate notice or transitional arrangements.

34. ACCEPTANCE OF TERMS

By accepting a scholarship award, the beneficiary acknowledges that they have read, understood, and agreed to comply with:

- The scholarship award letter;
- This Scholarship Policy;
- Any scholarship-specific terms and conditions;
- Any reasonable administrative requirements communicated by the Foundation; and
- Applicable rules of the beneficiary's educational institution.

Failure to comply with these requirements may affect the continuation of the scholarship.

35. BENEFICIARY DECLARATION

I, -----, acknowledge that I have received and read DeKing Charity Foundation Scholarship Policy and Beneficiary Guidelines.

I understand that my scholarship is subject to the conditions contained in this Policy and my individual Scholarship Award Letter.

I further understand that I must obtain prior written approval from DeKing Charity Foundation before changing my approved programme of study, institution, or other material aspect of my scholarship.

I undertake to provide truthful information, maintain satisfactory academic progress, use scholarship funds strictly for approved educational purposes, and comply with all requirements of the Foundation.

I understand that failure to comply with the terms of the Scholarship Programme may result in suspension, withdrawal, or termination of my scholarship.

Beneficiary's Full Name: -----

Signature: -----

Date: -----

Scholarship/Beneficiary ID: -----

36. FOUNDATION APPROVAL

This Policy is approved for implementation under the Scholarship Programme of DeKing Charity Foundation.

Approved By: -----

Designation: -----

Signature: -----

Date: -----

Official Stamp/Seal: -----

APPENDIX A: CHANGE OF PROGRAMME/COURSE REQUEST

Any beneficiary seeking to change their approved course or programme shall submit a written request containing the following information:

Beneficiary Name: -----

Current Institution: -----

Current Programme: -----

Proposed Programme: -----

Reason for Proposed Change:

Proposed Institution (if applicable): -----

Expected Additional Duration: -----

Expected Additional Cost: -----

Supporting Documents Attached:

Beneficiary Signature: -----

Date: -----

FOUNDATION DECISION

- ☐ Approved
- ☐ Approved Subject to Conditions
- ☐ Deferred Pending Further Information
- ☐ Not Approved

Conditions/Remarks:

Authorised Officer: -----

Designation: -----

Signature: -----

Date: -----

APPENDIX B: BENEFICIARY ANNUAL/SEMESTER COMPLIANCE REQUIREMENTS

Where applicable, beneficiaries shall provide:

- Current student identification;
- Evidence of registration;
- Current school fee statement;
- Academic transcript/result;
- Evidence of continued enrolment;
- Updated contact details;
- Any other documentation requested by the Foundation.

Failure to provide required documentation within the stipulated period may result in the temporary suspension of scholarship payments pending compliance.

APPENDIX C: IMPORTANT PRINCIPLE

NO BENEFICIARY MAY CHANGE THEIR APPROVED COURSE, PROGRAMME, OR INSTITUTION AND EXPECT THE FOUNDATION TO AUTOMATICALLY CONTINUE FUNDING THE NEW ARRANGEMENT.

PRIOR WRITTEN APPROVAL FROM DEKING CHARITY FOUNDATION IS REQUIRED.

Any additional cost resulting from an unauthorized change shall not automatically become the responsibility of the Foundation.



DEKING CHARITY FOUNDATION

SCHOLARSHIP POLICY &
BENEFICIARY GUIDELINES

+234 (0) 912 1194 456
+234 (0) 706 1702 567

dcf@dekingmail.com
www.dekingfoundation.org

DeKing Square
4 Ajoku Street Owerri Imo State Nigeria.

DeKing Republic
19b Bashorun R.I. Okusanya Ave, Lekki Phase 1,
106104, Lagos State Nigeria.