

## BOHS Bursaries for Modules [BfM] Scheme Procedure

### 1. BfM Scheme Outline

- a) The Bursaries for Modules [BfM] Scheme will offer bursaries to cover the cost of the first of any core module, which will include the training course as well as the examination (but not travel/accommodation expenses);
- b) The award payment will be made by BOHS directly to the Course Provider;
- c) All bursary recipients can be offered mentoring from a BOHS member;
- d) The closing date for applications is 31 March 2012 for relevant courses running to the end of the year. All applications will be considered together after the deadline date.

### 2. Who is eligible to apply?

Anyone who is a first time applicant for one of the four core BOHS Occupational Hygiene Module courses is eligible to apply.

The core modules are:

- M101/W507 Health Effects of Hazardous Substances;
- M102/W501 Measurement of Hazardous Substances;
- M103/W505 Control of Hazardous Substances;
- M104/W503 Noise and an Introduction to Vibration.

### 3. Selection procedure

- a) The selection panel will consist of one member of BOHS Examinations staff and three BOHS members;
- b) Applicants will be required to submit an application form by email to BOHS; this application form is available from the BOHS website, on the 'Bursaries for Modules' page of the 'Education & Training' section;
- c) All applications will be considered together after the deadline date.
- d) The selection criteria will be:
  - First-time application for any core BOHS Occupational Hygiene [M101 – M104] Module course;
  - Previous failures excluded;
  - Good English (able to read/write fluently, participate in a course and take a written exam in English);
  - Relevant background/experience in maths/science/engineering;
  - Submission of a professional development plan which demonstrates appropriate consideration of benefit of taking core module;
  - Submission of a CV;
- e) BOHS will notify both the applicant and the relevant Course Provider of the successful BfM awards; it is up to the successful applicant to then apply for the relevant course; the Course Provider will invoice BOHS directly for the course/exam fees;

- f) In the case of an unsuccessful BfM application, BOHS will advise the applicant as soon as possible after receipt of the application;
- g) The selection panel's decision will be final.

#### **4. Available documentation and guidance**

- a) BfM Scheme Procedure, including eligibility, selection process and how to apply [this document];
- b) BfM Application Form;
- c) Details of M101/W507, M102/W501, M103/W505 and M104/W503 Course Providers and course dates and venues.

These documents are all available from the BOHS website 'Bursaries for Modules' page, in the 'Education & Training' section.