



Marking Schedule

Student Award

Purpose: to provide support towards a pre-registration student activity – for example, project, research, course attendance, overseas placement, international conference attendance – with a focus on the relevance of the activity to the development of occupational therapy and benefit to service users.

Applicant name and award reference number:

Application screening (score out of 3)

- ☐ The application form has been completed in typescript using minimum Arial 10pt
- ☐ Relevant sections completed in space/word count allowed; no superfluous attachments
- ☐ Supporting documentation appended as requested in the award specific guidance

Comments:

Scoring for each of the criteria:

Strongly agree / Excellent = 4 Agree / Good = 3 Disagree / Fair = 2 Strongly disagree / Poor = 1

Presentation (score out of 4)

1. The application is grammatically sound, with a coherent structure and use of headings, and consistent attention to detail.

4 ☐

3 ☐

2 ☐

1 ☐

Comments:

Content (score out of 16)

2. The application clearly demonstrates that the planned activity/project will meet the overall purpose of the award and how it relates to the applicant's pre-registration studies.

4 ☐

3 ☐

2 ☐

1 ☐

Comments:



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<p>3. The application clearly explains how the planned activity might benefit services users, and where relevant demonstrates an awareness of potential cultural sensitivities.</p> <p>4 <input type="checkbox"/> 3 <input type="checkbox"/> 2 <input type="checkbox"/> 1 <input type="checkbox"/></p> <p>Comments:</p>
<p>4. The application clearly explains how the planned activity might benefit the profession or a service.</p> <p>4 <input type="checkbox"/> 3 <input type="checkbox"/> 2 <input type="checkbox"/> 1 <input type="checkbox"/></p> <p>Comments:</p>
<p>5. The applicant gives due consideration to ethical issues and any relevant permissions.</p> <p>4 <input type="checkbox"/> 3 <input type="checkbox"/> 2 <input type="checkbox"/> 1 <input type="checkbox"/></p> <p>Comments:</p>

Professional Development (score out of 16)	
<p>6. The applicant convincingly explains how the project/activity will contribute to their learning portfolio and how it might enhance their future practice.</p> <p>4 <input type="checkbox"/> 3 <input type="checkbox"/> 2 <input type="checkbox"/> 1 <input type="checkbox"/></p> <p>Comments:</p>	
<p>7. There are three SMART (specific, measurable, achievable, realistic, timely) targets which are directly related to the outcomes of the project/activity.</p> <p>4 <input type="checkbox"/> 3 <input type="checkbox"/> 2 <input type="checkbox"/> 1 <input type="checkbox"/></p> <p>Comments:</p>	



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8. The SMART targets include outcomes for both the applicant's individual advancement and benefit to the profession and/or service users.

4 ☐

3 ☐

2 ☐

1 ☐

Comments:

9. The dissemination plan explicitly sets out how the applicant will communicate the outcomes of the project/activity.

4 ☐

3 ☐

2 ☐

1 ☐

Comments:



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Summary comments

Score		
Category	Maximum available score	Assessor scores
Application screening	3	
Presentation	4	
Content	16	
Professional Development	16	
Total	39	

Recommendation	
Fundable i.e. meets award specific criteria, realistic in terms of timescales and costs	
Not fundable i.e. does not meet award specific criteria, not realistic in terms of timescales and costs	
Discuss	
Assessor name:	Date: