



WINNING STUDENTS: THE SERVICE LEVEL REQUEST

What is the Service Level Request?

The Service Level Request (SLR) is a plan of expenditure for all Winning Students Scholarships. It is agreed by the main stakeholders: Winning Students Scholar, scholar's institution of study, national governing bodies of sport and the University of Stirling as Scotland's University for Sporting excellence. The SLR should add value and compliment any existing support provided to the scholar by the institution, sport Scotland Institute of Sport, governing body of sport or any other provider.

The Process

Scholars are notified of their selection for a Winning Students scholarship in October and provided with a draft SLR, with a copy supplied to the identified co-ordinator at their institution of study. This draft SLR is constructed by the governing body of sport in consultation with SUSE.

The scholar is asked to meet with their co-ordinator to discuss the SLR, outline any changes and return to Winning Students signed by the scholar and co-ordinator. There is NO NEED for the governing body to sign the SLR.

SLR Form

The name of the athlete, the governing body point of contact and the institution co-ordinator are listed at the top of the SLR. Beneath is a series of columns:

Winning Students Service: -This lists the services provisionally selected for the scholar or, in the cases of Swimming and individual scholarships, a list of support the scholar and institution can choose from.

£: - This is the amount of money allocated to that service.

Athlete to claim/receive support from: This indicates who the scholar should receive the service from or claim the money from. There are three possible options:

1 **University of Stirling** - money will be paid directly to the provider or scholar as appropriate; 2 **Institution where the scholar studies** - the college or University will reimburse the scholar and in turn invoice the University of Stirling. The invoice to Stirling can be sent prior to or after the athlete has received the support

3 – in a few instances, the governing body of sport will claim the money for providing an additional or enhanced service.

Minimum service and standard request: This is the standard of the service, e.g. UKSCA or SIS accredited strength and conditioning coach or an approved list of competitions.

Payment schedule: This details the timing of the payments. For all items apart from Living grant and accommodation, costs can be claimed back as soon as they are incurred. Accommodation and living grants are paid in instalments on the identified dates. When the scholar's institution is reimbursing expenses it is up to the scholar and the institution co-ordinator to agree how and when these should be claimed.

Agreement section: The athlete and the institution co-ordinator should sign and date then return the form. This sign off denotes that both parties are happy with the plan of expenditure and the way the scholarship is to be claimed.

If you have any queries please do not hesitate to contact Jason Atkins, Winning Students Co-ordinator on 01786 466553 or jasonward.atkins@stir.ac.uk