

## STUDENT RECRUITMENT & PARTNERSHIPS

### Scholarship Application Guidelines

Please note that the following guidance notes refer to the following scholarships and awards:

Undergraduate Scholarships	Postgraduate Scholarships
Article 26 Scholarships	The GREAT/ Royal Holloway Scholarships
Future Leader's Scholarships	International Excellence Scholarships
International Excellence Scholarships	Santander International Excellence Scholarships
Magna Carta Law Scholarships	RHBNC Trust & Bedford Scholarships
International Magna Carta Law Scholarships	US Foundation Excellence Awards

### Before you start

Please note that to be eligible to apply, it is essential that you

- hold either a Conditional or an Unconditional offer for an undergraduate or postgraduate degree at Royal Holloway
- intend to enrol for your degree at Royal Holloway at the start of the forthcoming academic year
- apply using the Royal Holloway online scholarship application form. Please note, you can only apply for **one** of these scholarships.

Please also ensure that you

- have checked the eligibility criteria for the scholarships you are interested in
- have your Royal Holloway student number (ID) to hand as this needs to be included on the application form. Further information on where to find your student number is provided below.

For any enquiries, please contact our Scholarships Team at [study@royalholloway.ac.uk](mailto:study@royalholloway.ac.uk)

### Completing the online scholarship application form

#### Note 1: Personal details

In this section, you will be asked to enter:

- your given name, family name and date of birth as given in your passport
- the email address which you will be using from the date of making this application until you enrol at Royal Holloway. Please note that all communication concerning your scholarship application will be sent to you via this email address. If for any reason you stop using the email address you have given us, you will need to ensure that you provide us with your new email address

- your Royal Holloway student number (ID): this is a 9 digit number that can be found at the top right hand corner of your offer and starts with 100. Failure to enter your student number at this stage will result in you being unable to complete the application form

## **Note 2: Level of study**

In this section, please select whether you are planning to enrol on a Bachelor's or undergraduate degree, or a Master's or postgraduate degree. Please refer to your offer from Royal Holloway if you are unsure which of these categories applies to you.

## **Note 3: Qualification details**

Academic merit is an essential aspect of the selection process. As a guide:

- candidates applying for an undergraduate scholarship should be predicted to achieve GCE A-level grades of AAA or equivalent
- candidates applying for a postgraduate scholarship will be assessed based on academic performance to date and should have a current grade average in the range of a First Class Honours degree or equivalent

Please note that you should refer to

- the Eligibility Criteria for each individual scholarship on the relevant page of our website
- The Royal Holloway A-level equivalency table (for undergraduate scholarship applicants) and the Royal Holloway Overseas degree equivalency table (for postgraduate scholarship applicants) if you hold an alternative or international qualification.

## **Note 4: Scholarship statement**

You will be asked to provide additional written information which needs to be included on the application form. This is referred to as your "scholarship statement". Your statement should be no longer than *300 words* and should include

- academic achievements you are particularly proud of and why these really matter to you
- why you have chosen to do the degree you have applied for
- what your future aspirations are and how the scholarship will help you to achieve your future goals

Your statement will be judged on how effectively and convincingly you respond to the above.

If applying for a Future Leader's Scholarship or for an Article 26 Scholarship, your scholarship statement will have specific additional requirements. Please refer to the relevant "Eligibility criteria" section of our website for further details.

## **Informing you of the outcome of your application**

Please note that applying for all the Scholarships referred to in these guidance notes is a competitive process and not all applications will be successful.

Following initial assessment, after the closing date, the Scholarships Team will contact you to inform you of the outcome of your application according to the following timeline:

Scholarship name	Application deadline	Notification of scholarship application results
Article 26 Scholarships	8 March 2016	week commencing 4 April 2016*
Future Leader's Scholarships	8 March 2016	week commencing 4 April 2016
International Excellence Scholarships	8 March 2016	week commencing 4 April 2016
Magna Carta Law Scholarships	8 March 2016	week commencing 4 April 2016
International Magna Carta Law Scholarship	8 March 2016	week commencing 4 April 2016
The GREAT/ Royal Holloway Scholarships	8 June 2016	week commencing 18 July 2016
International Excellence Scholarships	13 April 2016	week commencing 23 May 2016
Santander International Excellence Scholarships	8 June 2016	week commencing 18 July 2016
RHBNC Trust & Bedford Scholarships	13 April 2016	week commencing 23 May 2016
US Foundation Excellence Awards	13 April 2016	week commencing 23 May 2016

\*By this date, the Scholarships Team will contact you to let you know whether or not your application will progress to the next stage of the selection process. If your application is taken forward, you will be invited to an interview to verify the information you have provided in your application. If you are successful in being offered an Article 26 Scholarship you will be informed within two weeks of your interview.