

**ULSTER GIFT FUND SCHOLARSHIP 2019**

Application Form

Please note that your application may not be considered if the information given is incomplete or incorrect.

**Applications must be typed or word-processed**.

This form should be returned to the Academic Affairs, Level 6 Administration Building, Queen’s University Belfast, BT7 1NN by **4.00pm on Friday, 11 October 2019.**

 **SECTION 1: PERSONAL DETAILS**

|  |  |  |
| --- | --- | --- |
| Surname:  | Forenames: | Student No:  |
| QUB Email address: | Tel No: Mobile No:  |
| Date of Birth: |  |
| Term-time Address:  |  |
| Permanent Residence Address:Same as above [ ]  |  |

 **SECTION 2: FOR APPLICANTS NOT ENROLLED IN THE UNIVERSITY**

**(If you are already enrolled as a student, please go straight to section 3)**

*If you are not already an enrolled student of the University, you must have been accepted for an undergraduate or postgraduate course for the 2019-2020 academic year.*

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| 1. Please give the name of the course for which you have been accepted and the main subject you will be studying (eg BA French, PhD in Physics etc).
2. Will you be a full-time or a part-time student?

 FT [ ]  PT [ ]  |

1. How many years does the course last?
2. **For applicants applying for entry as *undergraduates***:

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| 1. What type of school or college did you last attend? (eg grammar school, FE college. Do not give the name of the school or college).
2. Please list your qualifications (eg A-levels, Access course):
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| --- | --- | --- | --- | --- |
| Date | Qualification eg. A-Level | Subject | Grade | Examining Board |
|  |  |  |  |  |

1. **For applicants applying for entry as *postgraduates***:

 Please list your qualifications:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Date | University eg. Queen’s | Degreeeg. BA | Subjecteg. Sociology | Classeg. 2.1 |
|  |  |  |  |  |

 **SECTION 3: STUDENTS ALREADY ENROLLED IN THE UNIVERSITY**

1. Please give brief details of your University entrance qualifications (eg A-levels, Undergraduate Degree etc.):

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| --- | --- | --- | --- |
| Date | Qualification /Degreeeg. A-Level/BA | Subjecteg. French | Grade/ Class |
|  |  |  |  |

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| 1. Please give the name of your course (eg BA French, PhD in Physics):
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| 1. Are you a full-time or a part-time student?

 FT [ ]  PT [ ]  |
| 1. When did you first enrol in the University?
2. What year of the course (eg 1st, 2nd) will you be in in 2019-20?
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1. Your course of study and marks for last two semesters (if applicable):

|  |  |  |  |
| --- | --- | --- | --- |
| Degree | Year  | Subject | Marks  |
|  |  |  |  |

1. Have you previously applied for the Ulster Gift Fund Scholarship?

YES [ ]  NO [ ]

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| If yes, please indicate in what year(s) you applied and if you were successful. |
|  |

**SECTION 4: FINANCIAL DETAILS:**

These scholarships are awarded on the basis of the information contained in this form, and it is therefore in your own interests to provide the fullest and most detailed information possible about your financial circumstances.

1. **CIRCUMSTANCES:**

Please indicate the type of term time accommodation most appropriate to you.

Rented accommodation [ ]

Queen’s accommodation [ ]

Parents or Guardian [ ]

Home Owner (with mortgage) [ ]

Home Owner (with no mortgage) [ ]

Other [ ]

|  |
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|  |

Please provide the number of dependants:

1. **CURRENT INCOME:**

 Please declare all Income that you receive by completing the below. If not applicable, please mark as ‘N/A’.

 SLC Maintenance Loan £  per annum

 SLC Maintenance Grant £  per annum

 SLC Special Support Grant £  per annum

 SLC Parent’s Learning Allowance £  per annum

 SLC Childcare Grant £  per annum

 SLC Adults Dependants Grant £  per annum

NHS Bursary £  per annum

 Queen’s Institutional Bursaray £  per annum

 Government benefits £  per annum

 Personal Take Home Employement Earnings £  per annum

 Partner Take Home Employment Earnings £  per annum

 DEL Postgraduate Stipend £  per annum

 Other Postgraduate Income £  per annum

 Other income £  per annum

1. **TUTITION FEES:**

 Please state amount of Annual Tuition Fees£ 

 Please state who will pay Tuition Fees (e.g. self-funded, Student Loans Company etc.)

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| --- |
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1. **EXPENDITURE:**

 Please provide all expenditure incurred by you.

Rent or mortgage payments £  per month

Rates £  per month

Course costs (other than tutition, books or printing) £  per annum

Childcare £  per month

Travel costs £  per month

 Food and other household essentials £  per month

 Debt repayments £  per month

Other costs £  per annum

**SECTION 5: RECORD OF SERVICE IN HM FORCES**

The Ulster Gift Fund Scholarship is open to persons who are serving/have served in HM Forces or the children of such persons. For the purposes of the Scholarship, service in any of the following counts:

1. the army, navy or airforce of the UK or a Commonwealth country;
2. a force auxiliary to or connected with the forces in (i); (N.B. not the police)
3. any nursing or women's service auxiliary to or connected with the forces in (i) or (ii).

You should give below the record of service of either or both of your parents and/or your own service record. This should include the arm of the services, dates of commencement and termination of service and a brief summary of promotion. If you wish, you may also include information on special work, areas of war operations and military honours.

**All applicants will be required to provide documentary evidence of military service. If you need to contact the Ministry of Defence their website is as follows:-**

[**http://www.veterans-uk.info/service\_records/service\_records.html**](http://www.veterans-uk.info/service_records/service_records.html)

**SECTION 6: PERSONAL STATEMENT**

You are required to submit a statement, which should be no more than one A4 page in length, in support of your application, setting out the reasons why you think you should be awarded the Scholarship.

All the relevant circumstances in each individual case will be looked at when the applications are considered but, all other things being equal, the final decision will be based on criteria of **financial need and academic merit**.

You should bear this in mind when preparing your statement. It is important to provide as much information as possible about your financial circumstances and, where appropriate, evidence of your circumstances.

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**SECTION 7: USING PERSONAL INFORMATION**

**Using Personal Information**

The personal data we collect in this form in respect of Ulster Gift Fund will only be used in support of the legitimate interests and lawful purposes (or part thereof) outlined below. The University’s general Student Privacy Notice can be found here: <https://www.qub.ac.uk/privacynotice/Students/>

**Assessing the application against the criteria for the Scholarship(s)**

* + This will involve the application being made available to members of the Scholarships and Awards Group through a secured SharePoint site. One electronic copy will be held on a secure network drive for six years after the awards process, in line with the Academic Affairs Retention Schedule.

**Maintaining the basic information provided on the form on the Scholarships Database**

* + This database does not record any personal sensitive information and is held on a secure network drive for six years following the awards process, in line with the Academic Affairs Retention Schedule.
* Recording the names of successful recipients of the scholarship(s) in the University’s Scholarships and Awards Group Minutes.
* Inclusion of recipients’ names and photographs in respect of any scholarship presentation ceremony held and associated publicity.
* Notification to any regulatory authority deemed as lawful and correct.

By submitting this application for consideration, you are giving us permission to perform these actions.

**Presentation of Scholarships**

Successful applicants will invited to attend any presentation ceremony for scholarship recipients. This is likely to be held in September 2020.

As part of this event:

1. recipients’ names will normally be included in the Event Programme 🞏
2. photographs by scholarship group will normally be taken at the ceremony 🞏
3. these photographs may be included in publicity materials 🞏

In acknowledgement of the potentially sensitive nature of these scholarships, if you would wish to be exempt from any of the above requirements, please indicate this against the relevant aspect.

These options will not impact on the decision of the Scholarships and Awards Group in respect of making an award.

In respect of any of the boxes you do not tick, it will be assumed that you consent to that aspect, provided you have not ticked number 1 which would preclude an invitation to the ceremony and thereby supersede any other options.

|  |  |
| --- | --- |
| Signed: | Date: |

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# Ulster Gift Fund Scholarship

2019

**Regulations**

A scholarship of £400 (subject to income from the fund) is offered annually for award in any School of the University.

Candidates must be persons who are serving or have served in HM Forces, or the children of such persons. If not already members of the University, they must have been accepted for an undergraduate course or postgraduate course in the University and enrol in the year beginning in the following October. There will be no written examination but candidates may be summoned to an interview (at the discretion of the Scholarships and Awards Group).

The scholarship, which is open to full-time or part-time students, is tenable with any other University award except where the tenure of this, plus another University award, would involve a reduction in an award from a public authority.

Applications forms should be returned to the following address, no later than:

**4.00pm on Friday, 11 October 2019**:

Academic Affairs

Level 6 Administration Building

Queen’s University Belfast

BT7 1NN

Queries should be emailed to aascholarships@qub.ac.uk.