

Ioan & Rosemary James Undergraduate Scholarships
Application Form for entry in 2019/2020



Only applications from undergraduate candidates who have been offered a place at the University of Oxford for entry in October 2019/2020 and have also applied for the REACH Oxford Scholarship will be considered.

The submission deadline for your application is **12 noon GMT on Friday 15th February 2019.**

There is no need to submit a reference as we shall be using the one submitted on your UCAS form.

Section A – Personal Information

Surname or family name:	
First Name(s):	Middle Name (s):
Date of Birth (DD/MM/YYYY):	
Email Address:	
Nationality:	Country of Residence:
UCAS Number (10 digits):	

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Section B – Course Details

Please give details of the course at Oxford for which you are applying for funding, and the Oxford college at which you hold an offer.

Course: (e.g. BA History, MPhys Physics, MMaths Mathematics)

College: (e.g. Merton, St. John's, Magdalen)

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Section C – Financial Information

Please provide accurate information on your household income for the 12 months from 1st September 2017 to 31 August 2018.

1. Country in which your household is based.	
2. How many people make up your household?	
3. Who else makes up your household and what is their relationship to you? (please list)	
4. How many members of your household (excluding you) contribute financially to your household?	
5. Do you have any dependants under the age of 18?	<input type="checkbox"/> YES <input type="checkbox"/> NO
6. Do you have any dependants over the age of 18?	<input type="checkbox"/> YES <input type="checkbox"/> NO

Where applicable, for the household members listed below, provide the

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annual net income for the period of 1st September 2017 to 31st August 2018. PLEASE ONLY PROVIDE NET AMOUNTS ROUNDED TO CLOSEST UK POUND (£).

<p>7. Please state your personal net annual income (not including the income of anyone else in your household).</p>	
<p>8. Please state the net annual income of all those that you mention in response to question 3.</p>	
<p>9. Please list any financial contributors that reside in your household.</p>	
<p>10. Please list any financial contributors that do not reside in your household.</p>	

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11. Please give details of funding that you are intending to use for your course fees and your living costs.

How are you intending to fund your fees?
Please see [fees and funding](#) for further information.

Funding Sources	1 st Year	2 nd Year	3 rd Year	4 th Year	Notes/Comments
Total					

How are you intending to fund your [living costs](#)?
Please see the above living costs link for further information.

Funding Sources	1 st Year	2 nd Year	3 rd Year	4 th Year	Notes/Comments

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Total					

12. From a financial perspective are able to take up the offer of your place for undergraduate study at Oxford if you DO NOT receive this scholarship?

YES

NO



Section D – Additional Supporting Statements

In order to demonstrate how you meet the selection criteria of financial need and academic merit, please answer the following two questions in a maximum of 200 words for each section.

- 1. Financial Need: Why are you applying for this scholarship and how will it enable you to study at Oxford? Please include information about your financial situation with reference to the figures provided in section C.**

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[Empty response area for question 1]

2. Educational Opportunities: What educational opportunities are available in your own country to study your chosen subject at undergraduate level?

[Empty response area for question 2]

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Please check the relevant scholarship details very carefully before submitting your application. Please review and tick the boxes below.	
Have you fully completed this application form for the Ioan and Rosemary James Undergraduate Scholarship? Incomplete or late applications will not be considered.	<input type="checkbox"/>
Have you submitted your application for the Reach Oxford Scholarship to the University?	<input type="checkbox"/>

Once you have completed the above, please read the data declaration below and sign (signature not required if submitting electronically).
If you do not receive e-mail confirmation of our receipt of your application within 7 days of submission, please contact us at sarah.jones@sjc.ox.ac

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Signed.....Date.....

Section E - Check List

Section F – Declaration

Please read the following statements carefully. By ticking this box you confirm your acceptance of these statements.

I confirm that the information I have provided on this application form is (to the best of my knowledge) true, accurate, current and complete; and I agree to notify the College promptly if any information contained on this application form should change, in order to keep it true, accurate, current and complete.

I understand that the College reserves the right to audit the accuracy of the data which I have provided, by seeking proof of the answers that I have given. I understand that if I am unable to supply satisfactory proof when requested, and to the time scale requested, any scholarship or financial award made under this scheme may be withdrawn.

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DATA PROTECTION

Who is using your data?

In the course of completing this form, you have provided information about yourself, which is known as personal data. The organisation which determines how personal data is used is known as the “Data Controller/Controller”. The Data Controller/Controller for the information provided on this form is St John’s College, Oxford (the ‘College’). The College will hold and process your data in accordance with the Data Protection Act 1998, and the General Data Protection Regulation 2018.

How will your data be used?

The College will use your data to process your application for a scholarship and for related administrative purposes e.g. to respond to any queries or complaints you may have about how your application has been processed. The College will normally only discuss the progress of your application with you, unless you have nominated a third party on your application form. If any information or statement provided on or to support this application form is not true, accurate, current and complete, the College may share this fact and related information with third parties, including Higher Education institutions, some of which may be located overseas (including outside the European Economic Area), to the extent necessary for the purpose of preventing fraudulent or dishonest applications for funding.

How long will your data be kept?

If your application is successful, all records and correspondence relating to your application and supporting materials will form part of your student record and will be kept in the same way as all other student records.

If your application is unsuccessful, your application and supporting materials will be retained until the end of the following admissions cycle.

Legal basis for processing

As the data controller/controller for the information contained in your scholarship application, we are required to explain the lawful basis on which we are processing your personal data. We are processing your data in order to fulfil our contractual obligation to you to consider your application for a scholarship. If your application is unsuccessful, we will retain your data for the period stated above in order to meet the College’s legitimate interests in answering any complaints or queries that may arise in relation to your application.

Your rights

Subject to certain restrictions, you are entitled to request access to the data processed about you by the College in connection with your application. After a decision has been taken on your application, you may also request that your data is deleted or ask the College to stop processing it. Depending on the circumstances and the nature of your request, it may not be possible for the College to comply with such a request, for example, where there is a valid reason to keep the data for the normal period indicated above.

Any requests or concerns in relation to the use of your data should be addressed to the College’s Information Compliance Team at sarah.jones@sjc.ox.ac.uk in the first instance.