**ACCESS OPPORTUNITY SCHOLARSHIP**

**general NOTES**

1. Please read the eligibility requirements for this scholarship to ensure you are eligible and in a position to verify your circumstances before completing the application form.
2. You should have **received an offer from UCL Admission** or have an **offer pending** to study at UCL before making an application.
3. Save your application file as either a PDF or Word Document named in the following way **“(Last Name, First Name) ACCESS OPPORTUNITY SCHOLARSHIP”.**
4. **Completed application forms should be returned by email to:** **studentfunding@ucl.ac.uk**

The email subject should be **“(Last Name, First Name) ACCESS OPPORTUNITY SCHOLARSHIP Application”.** Please ensure this is submitted before the deadline.

1. An application received after the deadline will not be considered.
2. The decision of UCL is final and we are unable to provide feedback on unsuccessful applications.

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|  **ACCESS OPPORTUNITY SCHOLARSHIP APPLICATION FORM****Please complete ALL sections (enter N/A if not applicable). Ensure that you have applied to admissions before applying for the scholarship.**  |



**PERSONAL DETAILS**

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| --- | --- |
| **UCL Student Number / UCAS Personal ID*.*** You must have applied to UCAS. This will be on your UCL offer email/letter. |       |
| **Surname/Family Name** |       |
| **First Name/s** |       |

**PROGRAMME OF STUDY AT UCL**

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| --- | --- |
| **Programme** **Title (e.g. BSc Mathematics)** |        |

**PREVIOUS STUDY**

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| **Have you already obtained an** **undergraduate degree (or equivalent) in the UK or overseas?** |  |

**WIDENING PARTICIPATION**

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| **Do you have a disability?** If yes, you should register with the Student Disability Service at UCL |  Please provide details        |
| **Are you from a single parent household? (Y/N)** Indicate whether you were raised in a single parent household. A single-parent household is a family with a child or children under the age of 18 headed by a parent who is widowed or divorced and not remarried, or by a parent who has never married. If you yourself are a single parent, please answer ‘no’ and provide more information below. A single parent is a person who lives with a child or children and who does not have a spouse or live-in partner. |   |
| **Are you the first person in your family to go to university? (Y/N)** |  |
| **Did you receive free school meals at school in the UK (if applicable)?** |   |
| **Are you a care leaver?**A Care Leaver is anyone who is under age 25 and has been in the care of, or been given accommodation by, their local authority in the UK for a period of at least 13 weeks before the age of 16, and who hasn't reconciled with their parents between leaving care and starting their course. |   |
| **Are you a young carer?**We use the term 'young carer' to define a young person who cares unpaid, for a friend or a family member who, due to illness, disability, a mental health problem or an addiction cannot cope without their support. |   |
| **Are you irreconcilably estranged from your parents?**If you have not had verbal or written contact with both of your biological, adoptive parents or your only living parent for a significant period of time (usually 12 months or longer) and this will not change. |   |

**YOUR CURRENT IMMIGRATION STATUS/INFORMATION ABOUT YOU**

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| **What is your current immigration status?** Please confirm, by ticking the appropriate box that applies. You will be requested to provide evidence of your immigration status.  | [ ]  Asylum seeker[ ]  Child of asylum seeker[ ]  Limited leave to remain[ ]  Discretionary leave to remain[ ]  Humanitarian Protection [ ]  Refugee (not eligible)[ ]  Other, please state your immigration status:      |
| **Please tell us the date you first arrived in the UK?** |       DD/MM/YYYY |
| **What is your country of origin?** |       |
| **What is the status of your application from Home Office?** |       |
| **Have you applied for, or secured funding from a Local Authority, charitable organisation(s) or any other organisation?** |  if other, please state the nature of the financial support       |

**CURRENT PERSONAL/FAMILY FINANCIAL SITUATION**

**Please provide details of your personal income or your parents’/guardians’ income (if applicable) who are financially contributing to your household by completing the table below. You will be required to provide evidence of income (such as benefit letter, salary etc) if you have been selected for the scholarship. We are interested in the financial information relating to the 12-month period immediately prior to the month/year of your entry to UCL. Please use gross income figures (before tax).**

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| --- | --- |
| **Your details/Relationship to YOU** | **Weekly / monthly income/Expected Income** in British Pound Sterling GBP (£) |
|       |       |
|       |       |
|       |       |
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**TELL US ABOUT YOU**

**This is an opportunity to demonstrate the reasons for your application for this scholarship.** Your application for the scholarship is completely confidential and the UCL selection panel will only be able to consider information that you provide.

 **Text boxes will expand**.

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| * What are your personal and family circumstances and what barriers have you overcome to continue with your education?

      * What are your financial circumstances – how have you managed financially whilst at school/college?

      * Please provide details of your current immigration status and any information that will support your application. It is important for us to have a full picture of your immigration history since you first arrived to the UK.

      * If you would like to provide any additional information please do so here.

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 **Evidence of current immigration status**

Please confirm, by ticking the appropriate box, that you are providing a copy of your current immigration status. You must provide with this application latest documentation you have received from the Home Office in relation to your asylum or human rights claim.

If your immigration status changes, you will be required to inform UCL Student Funding Office immediately.

[ ]  Application Registration Card (ARC), both sides

[ ]  Biometric Residence Permit (BRP) card, both sides

[ ]  Standard Acknowledgement Letter (SAL)

[ ]  Asylum Application

[ ]  Letter from Home Office

[ ]  Letter from Solicitor

[ ]  Letter from Student Finance

[ ]  Letter from Local Authority

[ ]  Letter from Children’s Service

[ ]  P60 if you have a job

 [ ]  Other evidence

**student finance statutory fundinG**

If you are eligible for statutory support from [Student Finance](https://www.gov.uk/student-finance), we are unable to consider your application.

Therefore, you must demonstrate that you are unable to access Student Finance due to your residency status.

If you have been granted humanitarian protection status but you are not eligible for statutory support from Student Finance, we will consider your application.

Ensure you have checked the [UKCISA website](http://www.ukcisa.org.uk/Information--Advice/Fees-and-Money/Government-Student-Support) (clickable link) to ensure you are **NOT** entitled to statutory Student Finance funding.

 [ ]  I am eligible for statutory student support

 [ ]  I am not eligible for statutory student support

 [ ]  I do not know if I am entitled to statutory student support (please contact Student Finance to find out)

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| **Confidentiality - Data Protection Act (2018)**UCL’s privacy notices for current and prospective students set out how any personal data we collect will be processed. The full notice for prospective students can be found [here](https://www.ucl.ac.uk/legal-services/privacy/ucl-prospective-students-enquirers-and-applicants-privacy-notice).The information provided in this application will be processed by the UCL Student Funding Office for the purposes of determining your eligibility for financial support / a place on an award scheme / scholarships programme. The information you have provided may also be shared with other UCL departments for information verification purposes, including the Visa Compliance, Student Wellbeing, and Access and Admissions teams.The financial support you are applying for may be offered in partnership with an external sponsor. The sponsor may be involved in the selection process and/or request confirmation of the support you have been awarded. By submitting this application form you are providing your consent for us to share your personal information with them. We will only do so where this is necessary to maintain your application and award. Any data sharing will be carried out with due regard to our duties as a ‘data controller’ within the requirements of the General Data Protection Regulation (GDPR). Our legal basis of processing this disclosure of information will be Legitimate Interests.If you have provided special category personal data (for example, information about your ethnicity, health or disabilities), we need your consent to use this data. By signing the declaration below, you consent to UCL and its external partnership sponsors using your special category personal data for the purposes set out above. You may withdraw your consent at any time by emailing studentfunding@ucl.ac.uk. Please note that this may result in your application and/or award being withdrawn if we are no longer able to determine your eligibility for support.The UK GDPR provides you with a number of rights concerning your personal data. Please visit the University Data Protection [webpages](https://www.ucl.ac.uk/data-protection/reporting-breach-personal-data/individual-rights-including-subject-access-requests-sars) for further information. If you have any queries, concerns or complaints about how UCL uses your personal data, please contact the UCL Data Protection Office at data-protection@ucl.ac.uk (please see our [FAQs](https://www.ucl.ac.uk/data-protection/data-protection-frequently-asked-questions) for general queries).  |

**APPLICANT’S DECLARATION**

 **Your application will not be valid unless this section is signed and dated:**

 *By submitting this application to UCL on:*

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 *(Submission Date – DD/MM/YYYY)*

 *I,*

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|       |

 *(Print Name)*

 *Declare that:*

* *I have read and understood the Data Protection statement and consent to UCL and its external partnership sponsors using the special category personal data that I have provided (if any) for the purposes set out in that statement.*
* *To the best of my knowledge, the information on this application is accurate and complete. I understand that my application is valid only if all required information is provided and all required supporting documents are enclosed.*
* *I understand that giving false information will automatically disqualify my application.*
* *I agree to inform the UCL Student Funding Office (studentfunding@ucl.ac.uk) immediately of any other scholarships, grants or awards I am offered or awarded (by an external sponsor/institution, other offices within UCL or my admitting department) subsequent to submitting this application, and to provide details and proof of their details if requested. I understand that any additional funding awarded from another source may be taken into account in the calculation of any financial support I might receive from UCL.*
* *By signing this form electronically, you are giving UCL permission to verify your immigration history by contacting the Home Office.*

**Please send this application with the required documents as attachments by email to:** **studentfunding@ucl.ac.uk****. Please make sure to provide your valid UCL Student Number.**

**The email subject should be “(Last Name, First Name) Access Opportunity Scholarship Application”**