

Undergraduate Scholarships Applications for entry in 2025/26

GUIDANCE NOTES FOR APPLICANTS

A: IMPORTANT INFORMATION BEFORE YOU BEGIN AN APPLICATION

Only applications from undergraduate candidates who have been offered a place at the University of Oxford for entry in 2025/26 (starting an undergraduate course in October 2025) will be considered.

You must read the information in this document and the scholarship details on the Undergraduate Admissions website (www.ox.ac.uk/scholarships) to check your eligibility before completing your scholarship application form online.

The undergraduate scholarship application consists of two forms: the **Scholarship Registration Form** and the **Scholarship Application Form**. Both forms must be submitted by 12 noon (UK time) on the 12th February 2025 in order to be considered for these awards.

The link to the **Scholarship Registration Form** is available in the **'Status'** section on the scholarship web pages listed in point 1 below, or in the **'Related Webpages'**. This form is used to check your eligibility, after which eligible candidates will be emailed the **Scholarship Application Form**.

Please note that the application form cannot be saved once you have started. We would therefore strongly recommend reviewing the questions before starting an application, in particular the supporting statements and household finances information. Please note that Microsoft Forms may time out if left idle, so you should not leave the application once started.

1. The scholarship forms should be completed by:

Undergraduate applicants who have been offered a place at the University of Oxford for entry in 2025/26 (starting an undergraduate course in October 2025) and who are eligible for any of the following scholarships:

- The Bright Oceans Corporation Scholarship – <https://www.ox.ac.uk/admissions/undergraduate/fees-and-funding/oxford-support/bright-oceans-corporation-scholarship>
- Oxford Centre for Islamic Studies Scholarship - www.ox.ac.uk/scholarships/ocis
- Palgrave Brown Scholarship – www.ox.ac.uk/scholarships/palgrave-brown
- Palgrave Brown UK Scholarship – www.ox.ac.uk/scholarships/palgrave-brown-uk
- Reach Oxford Scholarship – www.ox.ac.uk/scholarships/reach-oxford

Applicants applying for a second undergraduate degree who have been offered a place at the University of Oxford for entry in 2025/2026 and who wish to be considered for the following scholarship:

- Hill Foundation Scholarship – www.ox.ac.uk/scholarships/hill

Please note that the Palgrave Brown Scholarship and the Palgrave Brown UK Scholarship are partial awards, and successful applicants will therefore need to fund any remaining costs.

2. Only **one** Scholarship Application Form should be submitted per applicant, even if you use this form to apply for more than one scholarship.
3. The value and eligibility criteria of these scholarships vary and details are available on the scholarship web pages (in point 1 above).
4. We use email to inform applicants of the outcome of their application, so please ensure that the email address you supply is valid. Please let us know if you change your email address by emailing ug.scholarships@admin.ox.ac.uk.
5. Only those applicants who have an offer to study an undergraduate course at the University of Oxford for entry in 2025/26 will be considered for the scholarships.
6. Your application will only be considered for the scholarships for which you select the relevant tick box on the application form in the 'Oxford Scholarships' section and for which you meet the criteria.
7. Information from your UCAS application (including reference), University of Oxford admissions tests and interviews (if applicable) may be taken into account when considering your application.

B: COMPLETING THE SCHOLARSHIP APPLICATION FORM

Introduction / Completing the form

Please fill in the form as honestly, accurately, and comprehensively as you can. All questions with an asterisk (*) have to be answered before you can submit the form.

You cannot save your answers and come back to the form later, it must be completed in a single session. You are strongly advised to look through the complete form and this application guide before beginning your application.

Please note that if there is an error in a section, for example, if you have entered invalid information, you will not be able to continue until the error is corrected.

You can copy and paste questions into a word processing program should you prefer to draft your answers offline before pasting them into the form. Should you have any issues with copying and pasting text from the form, please ensure you are using the latest version of your web browser.

The online form is also available in alternative formats, should this be required for accessibility reasons. Please email ug.scholarships@admin.ox.ac.uk for more information.

Oxford scholarships

You must first select the relevant tick box(es) next to the scholarship(s) for which you wish to be considered.

If you select the 'Reach Oxford Scholarship' or the 'Oxford Centre for Islamic Studies Scholarship', you will be required to submit additional statements in support of your application later in the form. To find out more about the scholarships you can click on the links on the first page of this guide to be taken to the relevant page of the University website.

Personal and course details

You are asked to state your nationality or nationalities, and your area of ordinary residence. Your area of ordinary residence is the place in which you are normally resident, out of choice and for a settled purpose, apart from temporary or occasional absences.

Your area of ordinary residency should normally match both:

- your Domicile/Area of Permanent Residence (APR) as listed on your UCAS form; and,
- your answer to the question on where your household is based, as stated in the 'Your household' section of the scholarship application form.

If this is not the case, please give details in the 'Household Information' section of the form to outline why these do not match.

You are asked to select your Degree and College. Please select the college from which you have received an offer of admission (even if you were interviewed by multiple colleges).

Each degree course has the standard length of the degree listed next to it (usually three or four years). Please make a note of this as you will need to include information on sources of funding for the relevant duration later in the application form.

Please note: If you are applying for one of the following courses for October 2025 entry (as part of Oxford's [Astrophoria Foundation Year Programme](#)), please **do not** complete this application form at this stage:

- [Foundation Year \(Chemistry, Engineering and Materials Science\)](#)
- [Foundation Year \(Humanities\)](#)
- [Foundation Year \(Law\)](#)
- [Foundation Year \(PPE\)](#)

You will need to apply for scholarships in the January of the year you will start your undergraduate degree course (e.g. in January 2026 if you intend to progress to your undergraduate degree in October 2026). We will contact students enrolled on their Foundation Year to confirm which scholarships they can apply for to fund their undergraduate course.

Your household

You are asked to provide information concerning you and your household for the 12 months from 1 September 2023 to 31 August 2024.

Your household is the group of people you ordinarily live with as a family, and with whom you share household expenditure. This could include parents/guardians and/or a husband/wife/civil partner/partner (a civil partner is a person who has legally registered their partnership with another person). It would not normally include people with whom you share a flat/apartment/house as housemates, unless these people will be directly contributing financially to your studies. You may temporarily be living away from your household/family, e.g. for the purposes of studying, but this is not relevant, since we require information about the people you ordinarily live with.

A dependant can be anyone, e.g., a child/children, grandparents, disabled parent or spouse, for whom **you** are financially responsible. Please do not list siblings here, unless you are financially responsible for them.

Income

You are asked to provide income information for you and your household for the 12 months from 1 September 2023 to 31 August 2024.

For the question, 'Please state your gross annual income...', please state your own individual gross income (i.e. not including your parents' income or the income of any other household members) for the period 1 September 2023 to 31 August 2024.

In this section, some of the questions are about your parent(s)/guardian(s). We anticipate that these will be the one or two people most closely involved in your upbringing. You may select birth parents, adopted parents, step-parents, foster parents, carers or guardians as best fits your own circumstances. Please now designate one person as 'parent 1' and, if applicable, the other person as 'parent 2', and keep these designations consistent through all the questions in this scholarship application concerning parents/guardians.

Please state all household income figures for the period 1 September 2023 to 31 August 2024.

For any income, please state annual gross income. This includes: salary before tax and other deductions, income from pensions or state benefits, rental income from any property/properties in which you do not live, and interest on savings. It does not include any bonuses or benefits in kind. Please state your annual gross income before any household bills (e.g. rent/mortgage, food bills, loan repayment, childcare costs, utility bills etc.) are paid.

If a salary is part-time, please include the actual annual gross amount earned (after tax and other deductions), not the full-time equivalent.

Please enter the amount in UK pounds (£). If your household income is not in UK pounds (£), convert the local currency into UK pounds (£) using the provided [exchange rates](#). You must use the supplied exchange rates and not any other exchange rates.

Please respond to the questions to the best of your ability. If you do not know the exact amount for any of these questions, please give your best estimate. If your household circumstances have changed significantly since 1 September 2024, or are expected to change significantly before 31 August 2025, please report the latest expected circumstances (e.g. if you have married or plan to marry, please answer on this basis).

Funding your studies

You are asked to provide information regarding how you intend to fund your course fees and living costs if you are unsuccessful at obtaining a scholarship awarded by the University of Oxford.

Based on the course you have selected, you can find indicative figures for the cost of studies (course fees and living costs) for both your first year and the duration of your studies. This has been calculated using figures for the cost of study in the 2025/26 academic year and estimated costs for the following years. This data is available in the *Related Documents* section of each of the scholarship webpages, and will differ depending on whether you hold Home or Overseas fee status. Please see the University's webpages on [fees](#) and [living costs](#) for more details, and note that courses with a compulsory [year abroad](#) incur different fees for that year.

When providing your own information, please ensure that the figures are as accurate as possible, entering the amounts in UK pounds (£). The funding categories on the form are as follows:

- Own income/savings – funding that will come from your own personal income or savings.
- Parents/Relatives/Friends – funding that will come from family members or friends (e.g. parents, grandparents).

- Other scholarships – funding from a scholarship scheme not being applied for via this University of Oxford Undergraduate Scholarship application form. This might include funding from an external organisation (for example from an [external scholarship](#)) or funding from your college.
- Government loans – loans offered by the [government](#) in your country, for example [Student Finance loans](#) for students in England.
- Private loans – loans that will be taken out from banks or other private institutions, either by yourself or by a relative / friend with the intention of the loan being used to fund your studies.

For each category you will be asked to select the status of the funding from the options. Please select one for each, using 'not applicable' if you are not receiving funding from the source listed. If you are not expecting to receive funds from the listed source or for a specific year, please include this as 0.

If the information for any of the above categories or academic years is still unconfirmed, or if the status of your funding varies across the period of your study, please mark the status as 'Funding unconfirmed' or 'Intend to apply for funding'.

You are asked how you have funded your studies so far, for example via a merit-based scholarship or financial support from parents/relatives. If you select 'Other' please specify details on how you have funded your studies in the text box.

Your statements

It is advised that you save copies of your statement(s) locally on your computer, checking the word count before transferring to the scholarship form.

You will firstly be asked to complete the standard statements, applicable to all scholarships, relating to financial need and academic merit. You will then be asked whether you are applying to the Reach Oxford and/or Oxford Centre for Islamic Studies (OCIS) scholarships. If you answer 'yes' then you will be asked to complete additional questions for these scholarship applications. Please note that applicants for Medicine are not eligible for either Reach or OCIS scholarships.

There are word counts specified for each statement – you will be able to submit your application if you exceed these word counts, but answers that do not meet the specified length criteria may not be considered in full.

C: SUBMITTING THE APPLICATION FORM

You will need to review the declaration and confirm you agree to it before you can submit your application. You will also need to acknowledge the use of your UCAS reference for the purpose of your scholarship application.

Once you have submitted the form you should receive an email confirming receipt of the application form. If you do not receive this within 12 hours please check your junk mail and, if it has not arrived, contact Student Fees and Funding at ug.scholarships@admin.ox.ac.uk so this can be investigated.

DEADLINE: The deadline for receipt of the Scholarship Application Form is **12 noon (UK time) on Wednesday 12 February 2025**. Late or incomplete applications will not be accepted.

If you are completing the form in an alternative format (for accessibility reasons), you will need to return this by email to ug.scholarships@admin.ox.ac.uk. Please use the subject header '<Applicant Name> – Undergraduate Scholarship Application' (for example: 'Amanda Other – Undergraduate Scholarship Application').