



# Master's Excellence Scholarships 2018 Application Form Guidance Notes

Please ensure that you read these Guidance Notes before completing the Cardiff University Master's Excellence Scholarships application form. Completing the application form incorrectly may result in your application being invalid.

Please note that the Cardiff University Master's Excellence Scholarships are only available to applicants who qualify to pay tuition fees at the home rate and have been accepted onto eligible full-time or part-time Postgraduate Taught programmes leading to a master's degree.

Please note that not all programmes are eligible.

## Page 1: Personal Details

### 1. Cardiff University Student Application Number

Please enter your unique 7-digit Cardiff University student number. You will find this on any correspondence you have received from our Registry Department, such as your offer letter. This must be included in order for you to be considered for an award.

### 2. Surname/Family Name

Please state your family name as indicated on your application to study at Cardiff University.

### 3. First/Given Name and 4. Middle/Any other names

Please state all given and any other name(s) as indicated on your application to study at Cardiff University.

### 5. Date of Birth

Please enter your date of birth in the order DAY/MONTH/YEAR.

### 6. Contact Number

Please provide us with a phone number to contact you. We will use this solely for the purpose of contacting you if we do not receive an email response from you within a given time frame.

### 7. Email Address

Please provide us with a valid email address. This will be our preferred method of contacting you so please ensure that you enter the correct address accurately.

### 8. Title of Course/Degree

Please state the title of the postgraduate taught degree programme for which you hold an offer to study at Cardiff University.

### 9. Academic School applied to

Please select the School your programme is based in. For programmes based in multiple Schools, please select all Schools that apply. If you are unsure, please consult our [Course database](#).

## Page 2 and 3: Pending/Most Recent Qualifications

9-19.

Please provide the full name and address (including country) of the educational establishment that you attended whilst completing your most recent qualification.

Include the dates you attended, details of any qualifications attempted or achieved including full name and subject, grades received or that you are expected to receive, and the date the qualifications were (or are expected to be) awarded.

You **do not** need to send us any supporting documents. Any supporting information that is sent will **not** be considered.

## Page 4: Supporting Statements

Please write a series of short statements in support of your application for a scholarship. The statements must **not** exceed the maximum of 200 words per section (1,400 characters, including white space).

Please only include information which is relevant to your application and do **not** exceed the maximum word limit. Any information included beyond the word limit will **not** be considered. Please ensure that you check this using word processing software.

The Supporting Statements section of the application form is for personal interpretation. Guidance on how this should be interpreted and answered **will not** be provided. Part of the assessment process for the scholarships will consider your ability to interpret and appropriately respond to the questions. Example application forms and supporting statements are **not** available.

Please note that the decisions of the selection panels are final and are not open to appeal.

- 20. Please state why you believe that you would be a suitable recipient for the Master's Excellence Scholarship, including details of any notable academic success or other significant personal achievements.**
- 21. Please state how you feel your intended programme of study at Cardiff University will benefit your personal and professional development, and why you have chosen Cardiff University as your destination of choice.**
- 22. Please demonstrate your awareness of the positive contribution you can make to your community, society, the economy, academia or research as a result of obtaining a Cardiff University qualification, and how you can represent Cardiff University beyond your studies.**

## Page 4: Final page

### 23. Funding of your Studies

Please state how you intend to fund the remainder of your tuition fees or living expenses. The Master's Excellence Scholarship does not cover the full tuition fee or provide any support towards the cost of living, so students should not be solely reliant on receiving a scholarship to fund their postgraduate study. Further information on additional and alternative sources of funding can be found on our [website](#).

Students receiving **full** funding for tuition fees from other sources (such as Government, charities or private organisations) will not be eligible for a scholarship. Loans such as the UK Government Postgraduate Loans (e.g. available through Student Finance England and Wales (domicile dependent)) are not considered funding and if this is your only other funding you would still be eligible for the full Master's Excellence Scholarship. Partial tuition fee scholarships from other sources are acceptable, up to the amount the Master's Excellence Scholarship does not cover. If the partial tuition fee scholarship exceeds this amount, the Master's Excellence Scholarship only covers the amount remaining after the tuition fee scholarship has been applied. You will need to notify us of the scholarship via email to [pgscholarships@cardiff.ac.uk](mailto:pgscholarships@cardiff.ac.uk) and provide us with their terms and conditions.

## 24. Marketing & Public Relations

Successful applicants must agree to allow Cardiff University to use the information collected for marketing activities such as: publications, websites, recruitment activities and/or scholarship promotional activities.

Successful applicants must also agree to attend any prize-giving events as appropriate and act as an ambassador for Cardiff University during their studies and for 5 years after graduating.

Ambassadorial duties will be outlined in the terms and conditions every scholarship awardee will have to sign. These are designed not to interfere with your studies.

## 25. Declaration

Please confirm that all information in this application is correct.

We may contact you for further information or for evidence of any information supplied within your supporting statements.