



Frequently Asked Questions

How do I apply for a Clarendon Scholarship?

The Eligibility & Application Process section of www.clarendon.ox.ac.uk has full details about eligibility and how to apply.

Am I eligible for a Clarendon Scholarship?

The Eligibility & Application Process section of www.clarendon.ox.ac.uk has full details about eligibility and how to apply.

Who sponsors the Clarendon Fund?

Oxford University Press sponsors the Fund, and the first awards were made in 2001. The Clarendon Fund was established to help support the most academically able international students to come and study at Oxford. See also the [History of the Clarendon Fund](#) section of this website.

Will I be able to meet the sponsor and the other award holders?

A Welcome Event is organised before the start of Michaelmas term each year as an informal opportunity for new scholars to meet each other. A formal reception for Clarendon Fund scholars and donors is held each year, usually in November or mid-way through Michaelmas term. The [Clarendon Scholars' Council](#) will also provide many informal opportunities to meet your fellow scholars and get involved in representing the scholarly community at Oxford.

How many Clarendon scholars are there at Oxford, and where are they from?

In 2009-10 there are 294 scholars studying at Oxford. This includes students studying one-year Master's degrees, two-year research Master's degrees and three or four-year DPhil courses. The scholars come from a wide range of countries. 35 nationalities are currently represented, with the largest number coming from the United States, Australia, Canada, India and China.

How competitive is the scholarship?

For entry in 2009-10, we received 1,815 eligible applications for the Clarendon award. Of this, 124 awards were taken up, which makes the success rate 7%; so it is a very competitive scholarship!

What expenses do university (tuition) and college fees cover?

University fees cover your tuition fees in full. College fees are for the provision of academic and social facilities and do not include accommodation or meal charges. University and college fees do not include additional training courses or laboratory/fieldwork costs.

Do I need to make any arrangements for the payment of university (tuition) or college fees?

No. Your college will be able to see on the student dataview system that you have a Clarendon Scholarship but you may like to take your offer letter along to the registration session to remind them. The university and college fees will be paid directly by Graduate Admissions & Funding and you do not need to make any further arrangements.

When will I receive my grant for living expenses and how do I collect the money?

A full grant for living expenses in 2009-10 will be £13,290. If this applies in your case, the award is paid in three equal instalments each year to cover living expenses for 12 months. You will need to budget accordingly for each term and the vacations. If your scholarship is co-funded by a college, department or external organisation, they will make separate arrangements to pay you their portion of the award.

Grant installments are paid in the week before each term starts (0th week).

As a new scholar, we ask you to collect your first cheque from Graduate Admissions & Funding so that we can meet you in person. This cheque can be paid into a UK bank account. For the second and subsequent terms the cheque can be sent to your college pigeonhole, or we can make an electronic payment directly into your [UK bank account](#) to if you provide us with the details.

Does the Clarendon Fund offer financial assistance for study-related needs to scholars with a disability?

Yes. We are working with the University's Disability Advisory Service to provide the best possible support to Clarendon scholars who have a disability. If this affects you, please contact [Graduate Admissions & Funding](#) in the first instance.

Will the Clarendon Fund pay for other expenses?

Unfortunately the Clarendon Fund does not cover additional fees for travel, training courses or laboratory/fieldwork costs. If you are seeking such expenses you should check with your department or college for possible funding.

As a new scholar, when should I submit my first term scholarship report?

At the end of the first term of your first year you will be asked to write a short report about your academic and social activities and achievements to date. This report is used to confirm that you are settling in to your studies, and is also sent to the scholarship donor(s). You may include a message/letter in your report specifically for the donor. Information about how to complete the report will be sent to you by email in December.

When should I submit my annual scholarship report?

All scholars must complete an annual scholarship report, in which you give us a description of your academic and extra-curricular activities that year. We will also ask you to give us an update on your funding situation, as it is a condition of the scholarship that if you receive

external funding, the amount of your scholarship may be adjusted. Information about how to complete the report will be sent to you by email in June.

If my scholarship is valid for more than one year, how do I renew it?

If your scholarship lasts for more than one year, the annual scholarship report is used to renew your award for the next year. Once we have received your report and have confirmed that you are making satisfactory academic progress, Graduate Admissions & Funding will confirm to you by email that your scholarship has been renewed. *Please note that your scholarship will not be renewed unless we receive your annual scholarship report.*

What if I am not making satisfactory academic progress?

If you do not make satisfactory progress and, as a result, you are required to repeat any periods of study, Graduate Admissions & Funding will coordinate a review to decide whether your scholarship will be continued.

If my Clarendon scholarship is for a Master's and I continue to DPhil, can my existing Clarendon award be extended?

Unless you have been awarded a Clarendon Scholarship specifically stating that it is for Master's and DPhil study, your award can not be extended. Your Clarendon Scholarship is awarded to you to follow a particular course of study only, and the length of the award will be shown on your offer letter. If you choose to re-apply to Oxford to study for a DPhil, then you may re-apply to the Clarendon Fund for a new scholarship.

Can I change courses/subjects and keep my scholarship?

It is not normally possible to transfer courses e.g. from an MSt/MSc to a DPhil. It may be possible to transfer between subjects, and you will need to have the support of your current and future supervisor/Department if you wish to do so. You should then contact [Graduate Admissions & Funding](#) so your transfer request can be reviewed. Decisions are made on a case-by-case basis.

Can the award be suspended if I have to suspend or defer my status?

You can suspend your award if you have the approval of your Department, College, and Graduate Admissions & Funding to **suspend** your studies. You will need to send [Graduate Admissions & Funding](#) a copy of your GSO17 letter confirming your suspension of status.

You may apply to **defer** your award to start in a later term or the next academic year only if you have the approval of your department, college, and Graduate Admissions & Funding. Deferral of entry for graduate study is only possible in exceptional circumstances. Before a deferral can be granted you must have received a confirmed offer with no conditions outstanding. This includes any financial conditions that may have been set by your college.

I am a current Clarendon scholar and I am pregnant. Does the Clarendon Fund offer maternity leave?

Yes, if the Clarendon Scholarship is still tenable during the period that would be affected by maternity leave.

For **research** students, the Clarendon Fund offers nine months (39 weeks) paid maternity leave with the option to take an additional three months (13 weeks) unpaid maternity leave immediately following the paid period, a total provision of twelve months.

Scholars studying for a **taught** course are offered nine months (39 weeks) paid maternity leave with an obligatory three months (13 weeks) unpaid maternity leave immediately following the paid period, a total provision of twelve months.

Your Clarendon Scholarship will be extended for the period of time that you take maternity leave.

Scholars who take maternity leave will need to suspend their studies and follow the relevant University procedures to secure suspension, which in this case would be automatically approved by the Clarendon Fund. Clarendon scholars who have a visa to study in the UK must ensure that they abide by the regulations of their visa during the period of suspension, which will mean leaving the UK. The [Student Information and Advisory Service's](#) trained visa and immigration advisors can provide you with advice on your immigration status.

To claim maternity leave and pay, scholars must notify the Graduate Funding team no later than the fifteenth week before the expected week of childbirth.

For full details of the Clarendon Fund maternity leave provision, or to request a face-to-face appointment to discuss your situation, please contact [Graduate Admissions & Funding](#).

I am a current Clarendon scholar and my wife/partner is pregnant. Does the Clarendon Fund offer paternity leave?

Yes, if the Clarendon Scholarship is still tenable during the period that would be affected by paternity leave.

Clarendon scholars are offered two weeks (10 working days) paid paternity leave. Your Clarendon Scholarship will be extended for the period of time that you take paternity leave. Your course end date will not be extended and you are not expected to suspend your status during this time.

To claim paternity leave and pay, scholars must notify the Graduate Funding team no later than the fifteenth week before the expected week of your partner's childbirth.

For full details of the Clarendon Fund paternity leave provision, or to request a face-to-face appointment to discuss your situation, please contact [Graduate Admissions & Funding](#).

Who can I contact if I have further questions?

Graduate Admissions & Funding

Email: student.funding@admin.ox.ac.uk

Phone: +44 (0)1865 280487

In person: at Admissions *i* on 55 Little Clarendon Street. If you would like to speak to a member of the Funding team, please visit on Tuesdays 9am-1pm, Wednesdays 1pm-5pm or Thursdays 1pm-5pm (no appointment necessary). Otherwise, Admissions *i* is open for general undergraduate and graduate enquiries from Monday-Friday, 9am-5pm.

Post: University Offices, University of Oxford, Wellington Square, Oxford, OX1 2JD, UK.