

Departmental Bursary Application Form: Courses in 2026/27



Please read www.conted.ox.ac.uk/about/departamental-bursaries before applying.

Section A: Personal Details

Title	
First name(s)	
Surname	
Address	
Post code	
Telephone	
Email	

Section B: Eligibility & Supporting Evidence

You must meet **all three** of the following conditions, as listed on the [OUDCE Departmental bursaries](http://www.conted.ox.ac.uk/about/departamental-bursaries) web page.

1. Be (a) a UK resident, or (b) a Republic of Ireland national living in the UK or Ireland, or (c) have 'settled' or 'pre-settled' status in the UK under the EU Settlement Scheme (see <https://www.citizensadvice.org.uk/immigration/staying-in-the-uk-if-youre-from-the-eu/> for further information).
2. Be in receipt of one of more of the eligible UK benefits listed on the [Departmental Bursaries](http://www.conted.ox.ac.uk/about/departamental-bursaries) web page.
3. Have an offer of a place on an eligible course as a new or continuing student (see the [Departmental Bursary web page](http://www.conted.ox.ac.uk/about/departamental-bursaries) for further information).

1. Please confirm your residence status:

Ordinarily resident in the UK	Yes ☐ / No ☐
Republic of Ireland national living in the UK or Ireland	Yes ☐ / No ☐
'Settled' or 'pre-settled' status in the UK under the EU Settlement Scheme**	Yes ☐ / No ☐

* Your 'ordinary residence' is the UK if you have habitually, normally and lawfully resided in the UK by choice for at least the last three years; temporary absences from the UK (such as for work) should be ignored.

** See <https://www.citizensadvice.org.uk/immigration/staying-in-the-uk-if-youre-from-the-eu/>.

2a. Please confirm which of the following UK benefits you are in receipt of (you may select more than one):

- ☐ Universal Credit
- ☐ Housing Benefit
- ☐ Income Support
- ☐ Income-based Job Seekers' Allowance (JSA)
- ☐ Income-related Employment and Support Allowance (ESA)
- ☐ Pension Credit
- ☐ Carer's Allowance

2b. Please confirm that you are providing evidence (copies, not originals) of the benefit(s) received, such as a letter signed by the Council office or JobCentre Plus, or other official confirmation.

- ☐ I confirm that I have included supporting evidence of the benefit(s).

3. Please confirm that you have read and understood the document 'Information about your bursary', which can be found on the [Departmental Bursary web page](#). This document provides important information, should you be awarded a bursary.

- ☐ I confirm that I have read and understood the document 'Information about your bursary'.

4. Please confirm which eligible OUDCE course you are going to be enrolling on for the 2026/27 academic year:

Course title	
Year of study (e.g. year 1 of 2)	

OUDCE courses that are eligible for departmental bursaries include: Foundation Certificates, Undergraduate Certificates and Undergraduate Diplomas (except for Theological Studies), Undergraduate Advanced Diplomas, and Postgraduate Certificates and Diplomas. But Master's and DPhil courses are not eligible—see the [University's funding information](#) instead.

Section C: Declaration

I understand that the information requested on this form is required to determine my eligibility for financial support in relation to undertaking the course specified in *Section B* above. I understand that it will be held in accordance with the University's Data protection policy (<https://compliance.admin.ox.ac.uk/data-protection-policy>), and treated in the strictest confidence, kept securely, and not disclosed to third parties, except for statutory purposes. I declare that the information that I have provided on this form is true, correct and accurate to the best of my knowledge and belief.

Signed Date

Please return this form by email to student.support@conted.ox.ac.uk

For office use only:

Total fees	£	Percentage awarded	
Amount awarded	£	Balance to pay	£
Prepared by		Signed off by	