

# China Oxford Scholarship Fund

## Awards Application

### Frequently Asked Questions

- 1. Who is eligible to apply?**  
Passport holders or Permanent Resident status holders of China, Hong Kong and Macau.
- 2. I am a Chinese resident who has been studying abroad. Can I apply?**  
Yes.
- 3. I am currently studying at Oxford University. Am I eligible?**  
Yes.
- 4. Can a past COSF award winner apply for another award?**  
Yes. Once you apply, the Awards Panel will assess the merits of your case together with other applications.
- 5. I graduated several years ago and just won a place at Oxford. Am I eligible?**  
Yes.
- 6. Do I need to specify which award I am interested in?**  
No. The Awards Panel will decide which award is best suited for successful candidates.
- 7. Do I have to provide reference or recommendation letters as part of the application?**  
No. However, should you be short-listed for an interview or telephone interview, you will be contacted and required to provide hard copies of your reference letters to the Awards Panel for consideration before the actual interview takes place. It is important that you also ensure that you provide accurate and complete contact details, including full international direct dialling (IDD) telephone numbers of your referees on the application form. Please note that all reference letters must cover both the strengths and weaknesses of the applicant.
- 8. Are copies of payslips or bank statements acceptable or do they have to be officially certified?**  
Photocopies of your payslips and bank statements are acceptable.
- 9. How many month's worth of bank statements and payslips are required for the application?**  
Copies of the last three months bank statements and payslips will be sufficient. Financial factors form only part of the assessment process and the Awards Panel will consider your overall presentation. Awards are not necessarily given to the student with the greatest financial need.

10. **My parents' payslips and bank statements are in Chinese. Do I need to get them translated into English?**  
No. A copy of the document in Chinese is acceptable.
11. **My employer does not provide pay slips. Will bank statements be okay?**  
Yes. Bank statements will be fine as long as they reflect your financial situation accurately.
12. **My parent's income is irregular and they do not have payslips. What should I do?**  
Please indicate how much your parents earn on average on a monthly basis. This will assist the Awards Panel in reviewing your financial status and need.
13. **Do you accept photocopies of original transcripts?**  
We prefer the original transcripts. If these are not available, photocopies will be accepted. Should you be short-listed for an interview, we will ask you to bring your original transcripts for verification.
14. **Can a supervisor from an internship or an employer be eligible as an academic referee?**  
No.
15. **Do those with greater financial need receive a preference over candidates who have less need?**  
No. The Awards Panel will make its selection based on the merit of each application and not on the financial situation alone.
16. **I have been short-listed for funding from another scholarship. Will this jeopardise my chances of winning a China Oxford Scholarship Fund award?**  
No. The Awards Panel will make their selection based upon the merit of each application. The financial status of each student, as well as their access to other scholarships, is taken into consideration. Please ensure that you provide an accurate reflection of the scholarships that you have won.
17. **Which offer letter is required to support my application?**  
We require a copy of the official offer letter from either Oxford University or the relevant Department which has offered you a place. If you are already attending Oxford, an official letter from your department to confirm your status will be required.
18. **I haven't received my official offer letter from my department at Oxford and am worried I won't receive it in time to meet the application deadline. Can I send a copy of the letter after my application has been posted.**  
Yes. Please send the copy to us as soon as possible and make sure you note that the document is part of your application.

19. **Your awards are listed as up to £20,000. Does this mean I have a chance to receive an actual award of that amount ?**  
We state the maximum that may be offered. The exact amount for the various awards depends on the financial circumstances of the successful applicants in a given year.
20. **Some of the awards have a preference for certain areas of study. Does this mean I am not eligible for those awards?**  
No. Some of the awards state a “ preference” that the candidate is in a particular area of study. However, it is not an absolute requirement.
21. **I need to commit to my place and my accommodation before the successful COSF scholars are announced. Can you please speed up the process?**  
We receive a high number of applications each year. The Awards Panel’s selection time table is structured to ensure that it gives due care and attention to each application. We will let you know if your application has been successful as soon as possible.
22. **How will I know that you have received my application in Hong Kong?**  
We will confirm receipt of your application via email.
23. **Is there a postal code for the G.P.O. Box address in Hong Kong?**  
No.
24. **Do you accept applications via email?**  
No.
25. **Can I send my application by express or courier mail?**  
We are unable to accept courier mail. However, we can accept express mail through the post office. This is the same as the registered post. The post office will put a card in the COSF Post Box for collection of the mail at the Post Office counter.
26. **If you don’t receive special delivery at the G.P.O. Box address, can I send my application to a friend in Hong Kong and then he can send it by regular post to you?**  
Yes. This is acceptable. Please ensure that your friend in Hong Kong sends your application with your name and address clearly marked in English on the back of the package.
27. **If I get my application in very early, would this mean I would have an advantage over other students who apply later than me?**  
No. All the applications are reviewed and considered on an equal basis regardless of when they are received.

28. **If I am short-listed but not able to travel to locations in Beijing, Shanghai, Hong Kong or Oxford, what can I do?**  
A telephone interview will be arranged if this situation arises for a short-listed candidate. If possible, you must provide us with a landline number to conduct the telephone interview. Mobile telephone numbers are not preferred due to the risk of poor audio quality during the interview.
29. **When do the interviews take place?**  
Interview dates will vary according to the location. However, they normally take place in late May to mid-June.
30. **Does the Award Panel require the funds to be used in a specific manner?**  
The Panel expects the awards to help defray a student's tuition costs.
31. **Will the scholarship cover all my living expenses in Oxford?**  
No. You will be expected to be willing to find part time work in Oxford in order to supplement any China Oxford Scholarship that you may be awarded.
32. **Are successful award winners required to return to China immediately after their studies at Oxford.**  
COSF expects award winners to gain work experience overseas and that scholars will eventually return to China to contribute in their respective area of study.
33. **When do applicants find out if they have been short-listed?**  
Short-listed candidates will be informed as soon as possible.
34. **If I am an award winner, how do I receive the funds?**  
A cheque will be issued to you and sent to your college at Oxford. You will then be required to sign a receipt of confirmation of the payment and return the form to the COSF Administration.
35. **How long do you keep on file the personal information that I provided on my application form? Will the data be deleted if I am not successful?**  
Your application will be destroyed as soon as the successful candidates are announced. Your contact details will be kept on file for one year.
36. **Are we expected to stay in contact with COSF when we are at Oxford?**  
COSF hosts several major events in Oxford and London which scholars will be invited to attend. At the completion of your studies, you will be expected to complete a survey and provide details of your exam results. It is our hope that COSF scholars will join our alumni network. This will enable scholars to stay in touch with each other and with us so that we may keep them informed of events and opportunities in the United Kingdom and China.