To be returned with full supporting documentation by **12 noon on Friday 26 January 2018** to [studyabroad@admin.ox.ac.uk](mailto:studyabroad@admin.ox.ac.uk). Incomplete or late applications will not be accepted. Please note that this form is for current students enrolled at Oxford wishing to complete a period of study or research at Penn. Please ensure you have read the information on the website.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Section A - PERSONAL DETAILS** | | | | |
| Title | Mr  Ms  Miss  Mrs  Mx  Other (please specify) | | | |
| First name |  | Preferred name | |  |
| Surname / family name |  | | | |
| Date of birth |  | Student number | |  |
| University email address |  | | | |
| Correspondence address | | | Permanent address (if different) | |
|  | | |  | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Section B – COURSE DETAILS** | | | |
| College |  | | |
| Department or faculty |  | | |
| Degree (e.g. DPhil) |  | Subject (e.g. English) |  |
| Start date of programme |  | Expected completion date |  |
| Project or thesis title |  | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Section C – DETAILS OF PROPOSED TRAVEL / STUDY ABROAD** | | | |
| Start date of travel / study |  | End date of travel / study |  |
| Please give the name and position of the person you have contacted at Penn and provide details of the outcome of  this contact: | | | |

|  |  |  |
| --- | --- | --- |
| **Section D – AWARD AND FINANCIAL INFORMATION** | | |
| If you have applied for or secured any other funding for your travel / study abroad, please confirm the amount, funding organisation and current status of your application. | | |
| **Funding organisation** | **Amount** | **Current status** |
|  | £ | Pending  Confirmed |
|  | £ | Pending  Confirmed |
|  | £ | Pending  Confirmed |
|  | £ | Pending  Confirmed |
|  | £ | Pending  Confirmed |

|  |  |
| --- | --- |
| **Section E – REFEREES** | |
| Please give the name and contact details of your academic referee(s) below. You may obtain the  Letter(s) of reference directly from your referee(s) and attach them to your application, or these may be sent  directly to the Study Abroad Administrator. It is your responsibility to ensure the application is complete by the  closing date. | |
| **Referee 1** | |
| Title | Prof.  Dr  Mr  Ms  Other (please specify) |
| First name |  |
| Surname |  |
| Position |  |
| Email address |  |
| **Referee 2** | |
| Title | Prof.  Dr  Mr  Ms  Other (please specify) |
| First name |  |
| Surname |  |
| Position |  |
| Email address |  |

|  |  |  |
| --- | --- | --- |
| **Section F – SUPPORTING STATEMENT** | | |
| **Please give an outline of your proposal (max 500 words). You should ensure you cover the following areas in your statement:**   * An overview of the activities/study that you will be undertaking at Penn * The benefits that your proposed activities/study abroad will bring to your studies at Oxford * A brief overview of your current study/research at Oxford if this is relevant to your proposal   Please note that this is not intended to be a detailed outline of your research interests and should be written in language which can be understood by a non-specialist. | | |
|  | | |
| **STUDENT DECLARATION** | | |
| By submitting this application I consent to the collection and processing of relevant personal data by the University, colleges and funding bodies, as applicable subject to the Data Protection Act (1998). I understand that the information provided on this form will be held and used for the purpose of processing my application for study, for student administration and for funding purposes. I declare that the information that I have given on this form is correct and complete to the best of my knowledge. I understand that giving false information will automatically disqualify my application. | | |
| Name: | Signature: | Date: |

|  |
| --- |
| **APPLICATION CHECKLIST**🖹 |
| Please ensure you submit the following documentation:  Completed Queen Elizabeth Scholarship application form  CV including a list of publications (if any), prizes, and academic history (full details of school and university  education), along with a statement of your extra-curricular activities and interests  Two letters of reference. You may obtain these directly from your referee(s) and attach them to your  application, or these may be sent directly to the Study Abroad Administrator. It is your responsibility to ensure the application is complete by the closing date.  A copy of any correspondence with Penn regarding your proposed activity if available  A letter from your college indicating their willingness to accept an incoming student from Penn in the following academic year. Please note that this does not have to be a guarantee of accommodation.  Please note you should not submit your application until you are able to include all of the required supporting documentation. If you have any questions about the scheme, please email [studyabroad@admin.ox.ac.uk](mailto:studyabroad@admin.ox.ac.uk)or visit  <http://www.ox.ac.uk/students/fees-funding/international/scholarships-exchanges>  **Please send your application and supporting documentation by email to** [**studyabroad@admin.ox.ac.uk**](mailto:studyabroad@admin.ox.ac.uk)  Hard copy materials can be sent by post to: Study Abroad Administrator  Student Fees and Funding  4 Worcester Street  Oxford  OX1 2BX  **Deadline:**  Complete applications must be received by Student Fees and Funding at the above address no later than 12 noon on **Friday 26 January 2018**. Late or incomplete applications will not be accepted under any circumstances. |