

Notes for applicants

Please read the guidance notes carefully before you begin to fill in the application form and ensure you provide all the requested information.

Awards

The Vice-Chancellors' Fund has been established through donations by members of the Chancellor's Court of Benefactors in honour of three recent Vice-Chancellors, Lord Neill of Bladen, Sir Richard Southwood and Sir Peter North. The Fund is intended to assist students in the final stages of their DPhil. Awards may vary and will not exceed £3,000.

Eligibility

- Students should be planning to submit their thesis between 1 September 2020 and 31 March 2021.
- Students must have applied for confirmation of status by 31 January 2020 and this must be achieved by the end of the Long Vacation 2020. **Please also note any deadlines for confirmation of status set by your department, as these may follow a separate timeline.**
- Students must be able to demonstrate that they are in need of financial assistance.
- Students must be able to demonstrate that they are academically outstanding.
- Students should not be beyond their fourth year of study at the time of application.

How to apply

Please complete all sections of the form electronically.

- Students should complete **Part A** of the application form. All information must be included using the space provided. Enclosures will not be accepted and will not be taken into consideration by the Committee. Please do not expand sections.
- **Part B** should be given to your Supervisor to complete. Please note that your faculty or department may be consulted about your application.
- **Part C** should be given to your College Hardship Officer to complete. Please note that your College may be consulted about your application.

Submitting your application

- Completed forms (Parts A, B and C) must be sent to student.funding@admin.ox.ac.uk by **12noon, Friday 14 February 2020**. **Please note that some colleges may have their own additional policies and deadlines regarding the submitting of VCF applications; please check with your college well in advance of the main deadline.**
- It is your responsibility to ensure that all parts of the completed application form reach Student Fees & Funding by the deadline. Applications will not be accepted after the deadline under any circumstances.
- Student Fees & Funding will check that Confirmation of Status has been achieved before any proposed award is disbursed.