



Applying for a UKESF Scholarship

Before You Start

- Check (<http://www.ukesf.org/university/eligibility>) to see if you are **eligible**.
- All UKESF **Scholarships run from the current academic year, until you graduate.**
- Thoroughly **research the companies** offering scholarships and **choose up to a maximum of four.**
- Verify that the companies you are interested in offer the **duration of scholarship and type of placements** you need and that you meet **any specific requirements** they have.
- Think about **the type of work offered, the location and the size of company.**
- Each year about **15% of applications are wasted** because students apply to companies that do not offer the length of scholarship, or type of placements they require or because the students don't match the specific requirements for that company.

Getting Started

- Register on the application system using your **University email address.**
- Within the application system, **select one company, complete the application form and submit it.**
- Note you can save an incomplete application and finish it later.
- Once you have submitted your first application, most of **the information will pre-populate onto any subsequent applications.**
- You have the option to **amend your answers before submitting** subsequent applications.
- **Check carefully the 'information about you' section**, if you have mentioned the particular company you are applying to.
- Only your **current Electronics degree course** should be listed in the 'Undergraduate education' section of the application form.
- If you have completed a **foundation year, or another degree**, please include details in the 'School/College education' section of the application form. For a foundation year, please indicate the university, modules studied and overall grade obtained.

Maximising Your Chances of Success

- We recommend you **submit applications to four companies.**
- Consider applying to smaller, less well-known companies.
- **Customise your applications**, to make them specific and relevant to each of the companies you are applying to.
- For **more application advice**, see (<http://www.ukesf.org/universities/application-process-and-advice/>).

- Before submitting your application, **ask a friend or tutor to read through the ‘information about you’ section**, and let you know if they think any of the answers should be amended.

The Application Form

Eligibility for UKESF Scholarship: used to check that you are eligible, before proceeding with your application. If you have any questions, email info@ukesf.org for clarification before proceeding.

Information Source: used by UKESF for reporting purposes.

Application status: you can use this, to see which sections of the application have been completed, and which are incomplete. You can save an incomplete application and return to it later.

Contact details: Please use your University email account, and make sure you check it regularly for any correspondence.

Application details: used to confirm that you have the right to work in the EU, to determine nationality (some companies can only consider British citizens) and any special requirements for interviews. If you are out of the country and only available for skype interviews, please indicate here.

Note: some companies will not consider you if you are unavailable to attend an interview in person.

Education: used to check that your qualifications are acceptable. We will also check that your current year of study, the date attended from and graduation date are consistent. i.e. started one year ago, currently in second year of a 3 year course and due to graduate next year. We also check that the companies you have applied to, offer the length of scholarship you need.

Sponsoring companies will consider previous qualifications as part of their recruitment process and some companies are looking for students who are currently studying particular modules.

Note: for your current degree course, please list all modules previously studied (and the overall grade for each completed year). Please also list all modules currently being studied. The grade for your current year can be entered as ‘unknown’.

Application criteria: this section includes further eligibility checks. We will check if the placements you have requested match the type of placements your University usually arranges and that the companies you’ve applied to can provide that type of placement.

Sponsoring companies will use this information to see whether you are asking for the type of placements they can offer. Some companies don’t offer longer placements and others specifically want students wanting longer placements, so please research each company carefully.

Note: only specify the placements you are asking the company to provide (not university based projects) and check the dates carefully.

Employment history: sponsoring companies will consider employment history as part of their recruitment process.

Information about you: sponsoring companies will use this section to find out more about you, to distinguish you from other candidates and to consider whether you will be a good fit for their organisation and the specific vacancies they have available. Use your 300 words wisely!

Note: consider tailoring this section, for each company you apply for, to ensure it is relevant.

Additional information: if you have gaps in your education and/or employment history, or have repeated a year, please specify here. Include any other information which you think UKESF and/or the sponsoring company should be aware of. The sponsoring companies may choose to obtain references before or after interviewing you.

Diversity monitoring: this information is not sent to the sponsoring companies, and not taken into account during the application process. It is only used for reporting purposes.

Applying again another year

We receive many more applications each year, than we have scholarships available. You may not be successful the first year you apply, but don't let that put you off. We accept applications from students in any year of study, except their final year. Students are often successful in their second or third year of applying for a scholarship.

If you do submit a new application in a subsequent year, the form will not prepopulate. You can copy and paste your answers from a previous application, but please pay particular attention to the following;

Education section

- Don't copy or paste 'current year of study' from last year's application, unless you are repeating a year.
- Only copy 'graduation date' from last year's application, if you are still on the same course, due to graduate at the same time.
- Include the actual grades obtained for each of the modules studied last year
- Include the overall grade for last year.
- Include details of all modules being studied this year.

Application Criteria

- Note that you have applied for a scholarship before (this will not count against you).

Information about you

If you copy and paste from last year's application, review each of your answers carefully to check they are still current.