

Scholarships Applications via the Online Application Form – Sample & Notes

General Information

Please read any information shaded in grey alongside the advert for the scholarship. The Online Application Form is a generic form used for a number of scholarships, and therefore the wording will indicate the widest possible requirements. Applicants should always follow the instructions provided in the School's advert for the specific funding they are applying to. An example of the grey information sections is found below.

Welcome to our Scholarships Application form

Please note, in order to complete your application you may need to provide supporting documents. The scholarship advertisement will list the documents that you need to submit, which may include any of the following: your academic transcript/s, a current Curriculum Vitae (CV), two reference letters, and/or a scholarship supplementary questions form. These documents must be uploaded as part of the scholarship application process.

To start the application process, please select the scholarship funding you would like to apply for from the list below.

At the end of every page applicants must click 'Save and continue' to move on. The system will not allow progression until all compulsory sections have been completed.

Progress through the Online Application Form will show at the top of every page.



LSHTM Scholarships



Sample of the Application Form

SECTION ONE: SCHOLARSHIP SELECTION

The scholarship for application should be selected from the drop-down menu.

Scholarship Funding

Scholarship *

SECTION TWO: STUDY APPLICATION INFORMATION

Provide information about any application for study made to the School for the same academic year as the scholarship.

It is not compulsory to complete this section (as some scholarships do not require an application for study to be submitted prior to application).

Applicants for the joint MSc courses MSc Global Mental Health; or MSc One Health; or MSc Veterinary Epidemiology should answer ‘No’ as their applications for study will have been submitted to KCL and RVC respectively (not LSHTM).

Only if an applicant selects ‘Yes’ the rest of the information in this section will be compulsory.

Scholarship

Please check the scholarship advertisement on the LSHTM website for the specific funding you are applying for to confirm whether or not you are required to submit an application or study to the School at this stage, and follow the instructions/requirements set out there. (Please note that some scholarships require an applicant to have applied for study and/or hold an offer of admission for study; whereas for other scholarships applicants should not submit an application for study until they are requested to do so.)

Have you submitted an application to study at LSHTM in 2018/19? Yes No

Student number *
This is a required field

Programme *
This is a required field

Mode of study *
This is a required field

SECTION THREE: APPLICANT INFORMATION

Provide applicant information.

Please note that Gender and Date of Birth information will not show on the application for consideration – this is only requested and stored separately and may be used for Equal Opportunities monitoring.

(This section may save for any future applications; if it doesn't just re-enter the necessary data).

Personal Details

Title *

Given name (Forename) *
This is a required field

Family name (Surname) *
This is a required field

Gender *
This is a required field

Date of birth * 

Phone number *
This is a required field

Mobile number

Address Details

House number and street name *
This is a required field

City / Town *
This is a required field

County / Area *
This is a required field

Postcode / Zip

Country *
This is a required field

Is your home address different from contact address? Yes

Residential Details

Town of birth *
This is a required field

Country of birth *
This is a required field

Nationality *
This is a required field

Do you have dual nationality? * Yes No

Country of residence *
This is a required field

Have you lived in the United Kingdom (England, Scotland, Wales, Northern Ireland) since birth? *
Yes No

Do you have permanent right of residence in the UK and/or EU? *
Yes No

The residential details section may look slightly different as the responses (Yes or No) will determine whether further questions are required or not. Next are all the possible questions asked under this section.

Residential Details

Town of birth *
This is a required field

Country of birth *
This is a required field

Nationality *
This is a required field

Do you have dual nationality? * Yes No

Dual Nationality *

Country of residence *
This is a required field

Have you lived in the United Kingdom (England, Scotland, Wales, Northern Ireland) since birth? *
Yes No

Have you ever visited the UK? If 'Yes' please complete the 'Date you last entered the UK' and the 'Purpose of your visit' fields.
Yes No

Do you have permanent right of residence in the UK and/or EU? *
Yes No

Do you have Family Residency status? *
Yes No

SECTION FOUR: QUALIFICATIONS

Applicants should note ongoing and previous undergraduate and postgraduate qualifications here.

Add qualification ✕

Source of funding *

Qualification *

Country of study *

Institution *

Mode of study *

Start date *

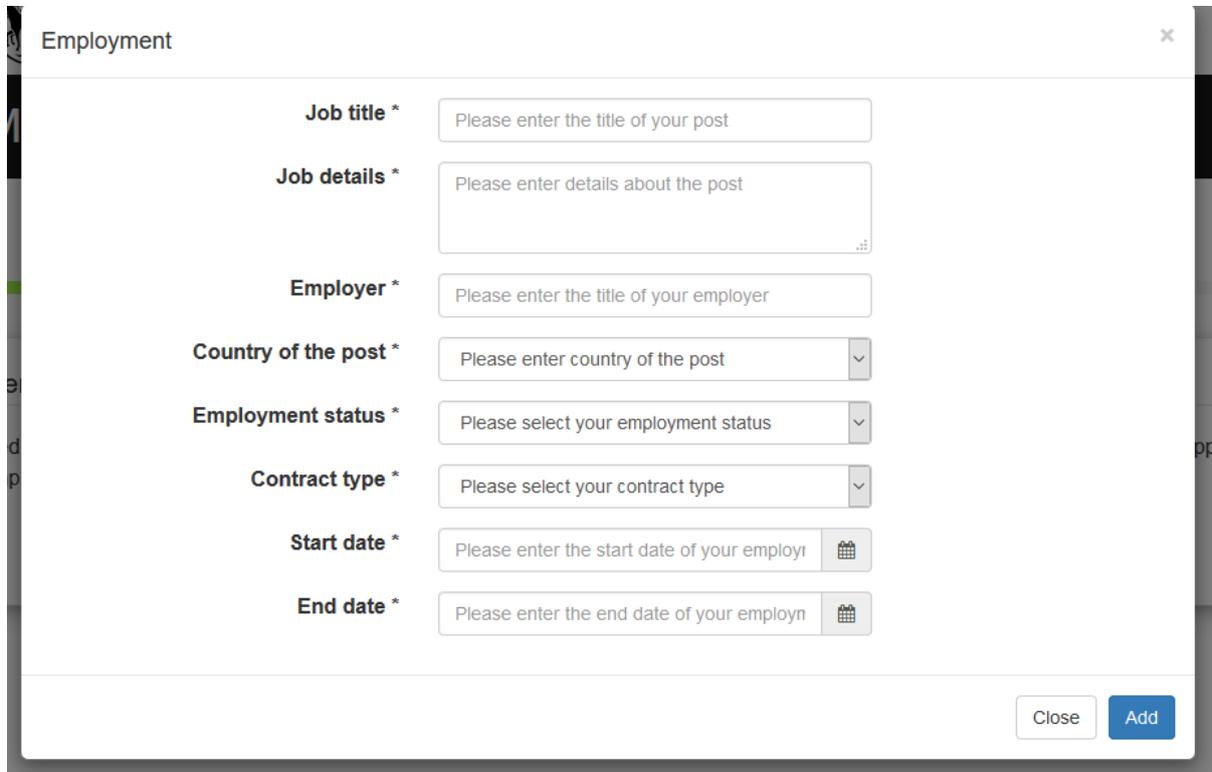
End date *

Is your study on-going? Yes No

'Save & Continue' to move to the next page.

SECTION FIVE: EMPLOYMENT HISTORY

Applicants should provide a full, detailed employment history, adding each post or period of unemployment using the 'Add employment'.



The screenshot shows a modal window titled "Employment" with a close button (x) in the top right corner. The form contains the following fields:

- Job title ***: Text input field with placeholder "Please enter the title of your post".
- Job details ***: Text area with placeholder "Please enter details about the post".
- Employer ***: Text input field with placeholder "Please enter the title of your employer".
- Country of the post ***: Dropdown menu with placeholder "Please enter country of the post".
- Employment status ***: Dropdown menu with placeholder "Please select your employment status".
- Contract type ***: Dropdown menu with placeholder "Please select your contract type".
- Start date ***: Text input field with placeholder "Please enter the start date of your employ" and a calendar icon.
- End date ***: Text input field with placeholder "Please enter the end date of your employn" and a calendar icon.

At the bottom right of the form, there are two buttons: "Close" and "Add".

SECTION SIX: REFERENCES

This section of the form is to provide the names and contact details of referees.

The system is not set up to automatically contact referees (as a number of scholarships do not require this).

If a scholarship requires references as part of the application this will be stated on the scholarship advert on the LSHTM website. It is the responsibility of the applicant to request references from his/her referees, and to ensure that these are submitted by the scholarship application deadline.

Once two referees have been noted applicants can progress to the next section.

Reference Details ✕

Title *	<input type="text" value="Please select title"/>
Given name (Forename) *	<input type="text" value="Enter you Referee's given name (forename)"/>
Family name (Surname) *	<input type="text" value="Enter your Referee's family name (surname)"/>
Institution name *	<input type="text" value="Enter your Referee's institution name."/>
Position *	<input type="text" value="Enter your Referee's position"/>
Email *	<input type="text" value="Enter your Referee's email address"/>
Phone number *	<input type="text" value="Enter your Referee's full telephone number"/>
Number and street name *	<input type="text" value="Enter your Referee's number and street name"/>
City / Town *	<input type="text" value="Enter your Referee's city or town"/>
County / Area *	<input type="text" value="Enter your Referee's county or local area"/>
Postcode / Zip	<input type="text" value="Enter your Referee's postcode or zip"/>
Country *	<input type="text" value="Please select your Referee's country"/>



LSHTM Scholarships

Scholarship Personal Details Residential Details Qualifications Employment References Supporting Documents Submit Form



References

Please provide the names and contact details of two referees below. Your referees should be able to comment authoritatively on your academic performance and suitability for study at the School.

If references are required for this scholarship application you should upload a reference letter (pdf) from each referee at the next stage. Reference letters are normally provided by academic tutors from your current and/or previous education, who have direct knowledge of your work.

CAPTAIN ABC DEF

DAME ZYX WVU

SECTION SEVEN: SUPPORTING DOCUMENTS UPLOAD

In this section it is essential that applicants follow the requirements

(a) set out in the specific scholarship advert – which will confirm which documents, if any, are required

Supporting Documents

You should upload only those documents required for the scholarship you are applying for. Please do not upload any additional unrequested documents, as they will not be considered and may result in your scholarship application being invalidated.

Any and/or all of the following documents may be required:

- 1) Academic transcript of your highest qualification
- 2) Curriculum Vitae (CV)
- 3) English language proficiency certificate
- 4) References (two)
- 5) Specific scholarship supplementary question form
- 6) Research proposal

Please see individual scholarship advertisements for clarification on the supporting documents are required.

[+ Add a supporting document](#)

and

(b) on the file type/s and size specified

Upload Supporting Document ×

Document type *

Choose file *

**You can upload the following file types
(maximum file size 2MB):**
Microsoft Word documents (.doc, .docx)
Scanned images (jpeg,png)
Adobe Acrobat documents (.pdf)

SECTION EIGHT: DECLARATION & SUBMISSION

LSHTM Scholarships



Declaration

I declare that to the best of my knowledge the information provided on this form and in the supporting documents uploaded is true and accurate.
I undertake to inform the School immediately of any change to the information I have given in this application.
I understand that the giving of any false information or withholding of relevant information may lead to an award being terminated.
I have read, and I agree to abide by, the conditions for this funding and for study at the School.
I consent to this application and all uploaded and supporting documents being released to the relevant Scholarship panel/s.
I understand that if I have not yet made a formal application for a programme of study I may be required to do so if this funding application is successful.
If this scholarship requires reference letters, and I have been unable to upload them here, I have informed both of my referees of this requirement and have requested that they submit a reference letter (on headed paper, with ink signature) to scholarships@lshtm.ac.uk by the scholarship deadline. I am aware that it is my responsibility to ensure reference letters are submitted by the deadline, if required.

Please click here to agree to the declaration above and the terms and conditions outlined on the individual scholarship advertisement.

Applicants should note that the submit button will be unavailable until the Declaration and Terms & Conditions for this Scholarship have been accepted.

[Go back](#)

[Submit scholarship application](#)

Applicants must ensure that each application submitted

- is complete, and
- has been checked for errors and omissions, and
- all necessary uploads have been included

before clicking 'Submit scholarship application' button.

Please note that **it is not possible to change any details or to add documentation after an application has been submitted.**

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