

China Oxford Scholarship Fund

Awards Application Frequently Asked Questions

Who is eligible to apply?

Those who have an official or conditional offer at Oxford University. Applicants must also be passport holders or permanent resident status holders of China, Hong Kong or Macau.

I am a Chinese resident who has been studying abroad. Can I apply?

Yes.

I am currently studying at Oxford University. Am I eligible?

Yes.

How soon can I send in my application?

Applications are accepted starting from the 1st of January.

I have ticked the box for the China Oxford Scholarship Fund (COSF) on the Oxford University Postgraduate Application form, does this mean that I have automatically applied to your awards programme?

No. Our awards application process is completely separate from Oxford University. You will need to apply directly with us and submit your form and supporting documents to our address in Hong Kong by the specified closing which is the 15th of April.

Can a past COSF award winner apply again?

Yes. Once you apply, we will assess the merits of your case with other applications.

I graduated several years ago and just won a postgraduate place at Oxford. Am I eligible?

Yes.

Do I need to specify which award I am interested in?

No. The Awards Panel will decide the award that is best suited for successful candidates.

How long should my personal statement be?

It should not exceed two pages.

Should I include my research proposal and curriculum vitae with the application?

No. You can expand on either of these in your personal statement if you wish to do so.

Why do you need to know about my undergraduate scholarships or awards?

This is to allow the Awards Panel the ability to gauge a candidate's propensity to secure recognition of academic achievement as well as funding for his or her studies.

Do I have to provide reference or recommendation letters as part of the application?

No. However, if you are short-listed for an 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. Please note that all reference letters must cover both your strengths and weaknesses.

To whom should my referees address their letters?

They should address their letters to the Awards Panel of the China Oxford Scholarship Fund.

Can my referees send their letters of support directly to you by email or by post?

Yes. We must receive the letters directly from your referees' email address or by post from them. If you have possession of the reference letters, they must be sent to us in sealed envelopes.

Are photocopies of payslips or bank statements acceptable?

Yes.

How many month's worth of bank statements and payslips are required?

Copies of the last three month's worth of bank statements and payslips will be sufficient. Financial factors form only part of the assessment process and we will consider your overall presentation. Awards are not necessarily given to the student with the greatest financial need.

My parents' payslips and bank statements are in Chinese. Is this a problem?

No. Copies of the documents in Chinese are acceptable.

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 status accurately.

Will you accept copies of my online bank statements?

Yes.

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 us in reviewing your financial status and need.

I am married. Do I need to state the income of my spouse?

Yes.

Do you accept photocopies or original transcripts?

We prefer the original transcripts. If these are not available, photocopies will be accepted. If you are short-listed for an interview, you will be required to present your original transcripts to the Awards Panel for verification.

Can a supervisor from an internship or an employer be a referee?

No.

Do those with greater financial need receive preference over those who have less need?

No. We will make the selection based on the merit of each application.

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 its selection based upon the merit of each applicant. 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.

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.

Some of the awards have a preference for certain areas of study or college. Does this mean I am not eligible for those awards?

No. These are preferences and not conditions unless otherwise stated.

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.

If I do not receive my official offer before the application deadline. Can I send a copy of the official letter after my application has been posted?

Yes. Please send the copy of your official offer to us as soon as possible and ensure you note that the document is part of your application.

I have a conditional offer from my department at Oxford and am worried I won't receive my official offer before the application deadline. Can I send a copy of the official letter after my application has been posted?

Yes. Please send a copy of your conditional offer with your application. Once you receive your official offer letter later, you must post a copy of this to us as soon as possible.

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 selection schedule is structured to ensure that it gives due care and attention to each application.

How will I know that you received my application in Hong Kong?

We will confirm receipt of your application as soon as it is possible for us to do so.

Is there a postal code for the G.P.O. Box address in Hong Kong?

No.

Do you accept applications via email?

No.

Can I send my application by express or courier mail?

We are unable to accept private express courier mail services such as DHL, Federal Express or UPS. However, we can accept express mail from China via its local postal offices with its EMS service. We also are able to accept express mail service provided by Royal Mail in the United Kingdom and any express mail service provided by a local postal office service in any given country.

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.

If I get my application in very early, would this mean I would have an advantage over others who apply later than me?

No. All the applications are reviewed and considered on an equal basis.

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.

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.

Does COSF require the funds to be used in a specific manner?

We expect the awards to help defray a student's tuition.

Will the scholarship cover all my living expenses in Oxford?

This is unlikely. You would be expected to find means to supplement the bursary with employment or with other scholarships.

Are successful award winners required to return to China immediately after their studies at Oxford?

We expect award winners to gain work experience overseas and that scholars will eventually return to China to make a meaningful contribution in their respective area of study.

When do applicants find out if they have been short-listed?

Short-listed candidates will be informed as soon as possible.

If I am unsuccessful, can I find out the reasons why I didn't get an award?

This will not be possible as the assessments of applicants are confidential.

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 letter of the payment and return the form to us. By signing this confirmation letter, you are also required to complete and return a COSF questionnaire at the end of the academic year at Oxford. This is a condition of your award.

If I am an award winner, do I have to deposit my cheque right away?

It is expected your award cheque will be deposited within 90 days of your receipt of the payment.

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.

Are we expected to stay in contact with COSF when we are at Oxford?

COSF usually hosts several major events in Oxford and London in which scholars will be invited to attend. At the completion of your studies, you are required to complete and return the COSF questionnaire that was sent to you originally with your award payment. It is our hope that COSF Scholars will join our international alumni network.