**APPLICATION FORM**

**To be completed by the candidate.** This form, when completed, must be accompanied by a Recommendation Form completed by the University Head of Department or Course Supervisor and sent to the Secretary, Rees Jeffreys Road Fund, by 29th June 2018. Direct submissions from applicants will not be accepted. It is the applicant’s responsibility to ensure that ALL the information requested is provided and is correct. The Trustees reserve the right not to consider applications that are incomplete.

**Personal Details**

|  |  |
| --- | --- |
| Full Name (Mr/Mrs/Ms) |  |
| University |  |
| Masters Course |  |
| Date of birth |  |
| Home address |  |
| Nationality |  |

|  |  |
| --- | --- |
| If not British, do you have long-term UK residential rights? | Yes/No |

Please provide details of your previous University education:

|  |  |
| --- | --- |
| University |  |
| Course |  |
| Degree class award |  |
| Special awards |  |
| Dates attended |  |
| Graduation date |  |

Please list your A levels and grades:

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Please list any other degrees/qualifications (if any):

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Please provide details of membership of professional institutions (if any):

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**Employment History**

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| --- | --- |
| Are you currently employed, and/or were you employed during your undergraduate studies, and/or have you previously been employed? | Yes/No |

If "yes", please provide information on the last three employed posts you have held, including part time, vacation or sandwich jobs. If you have held less than three, please complete for as many as you have held.

|  |  |
| --- | --- |
| Employer |  |
| Job role |  |
| Dates of employment |  |
| Salary |  |

|  |  |
| --- | --- |
| Employer |  |
| Job role |  |
| Dates of employment |  |
| Salary |  |

|  |  |
| --- | --- |
| Employer |  |
| Job role |  |
| Dates of employment |  |
| Salary |  |

**Other Funding**

|  |  |
| --- | --- |
| Have you secured any other sources of funding for your planned year of study? | Yes/No |

If yes, please give details of source and value:

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| --- |
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|  |  |
| --- | --- |
| Do you have any outstanding applications for financial support for your study year? | Yes/No |

If yes, please give details:

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| --- |
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**Financial Statement**

Please provide below:

* A budget for your expected expenditure while studying;
* A statement identifying all your planned sources of funding, including loans, earned income, support from your family, awards and any others;
* An explanation, **in no more than 200 words**, why receipt of a Rees Jeffreys bursary would be critical to your ability to pursue the Masters course as planned.

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**Personal Statement**

**In no more than 500 words**, explain why you wish to study for a Masters in transport on this particular course, and outline your career plans on completion of the course.

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**Reporting**

To conform with the requirements under which some funds have been donated, it might be necessary to request successful applicants to:

1. submit a written financial and narrative report on the use of the funds granted.
2. confirm that they will not use any of the Bursary funds to make any donations to third parties.

**Undertaking**

I confirm that all the information given on this form is correct, and that if awarded a bursary I will provide the information specified under “Reporting” immediately on receipt of a request from the Trustees.

|  |  |  |  |
| --- | --- | --- | --- |
| Signed |  | Date |  |

**RECOMMENDATION FOR AWARD**

**To be completed by University Head of Department or Course Supervisor and returned with the candidate's completed application to the Secretary, Rees Jeffreys Road Fund, by 29th June 2018.**

The full set of application documents must submitted as a pdf file to [brianmurrell@reesjeffreys.co.uk](mailto:brianmurrell@reesjeffreys.co.uk). In addition, one set of the signed application and recommendation forms must be submitted in hard copy by post to Brian Murrell, 7, The Grove, Ickenham, Uxbridge, Middlesex UB10 8QH to arrive by 29th June 2018.

It is essential that all the information requested is provided in the form specified and is included in the digital version. The Trustees reserve the right not to consider any application that is incomplete in any way or which does not conform fully with their stated requirements and the application documents.

|  |  |
| --- | --- |
| University |  |
| Your name |  |
| Your position |  |
| Recommended candidate |  |
| Intended course |  |

Please provide details of any other funding for which an application has been lodged by this applicant, together with the decision, where known:

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| --- |
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Please provide in no more than 500 words a statement of the principal reasons why this candidate has been selected for recommendation.

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**Undertaking**

I confirm that:

* the intended course is a one-year, full time, Masters course with award of the degree by examination.
* to the best of my knowledge, the information provided by the candidate and above is correct.
* I have personally interviewed the recommended candidate and judge him/her to strongly merit consideration for the award of a Rees Jeffreys Road Fund Bursary.

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| --- | --- | --- | --- |
| Signed |  | Date |  |