

## Guidance notes for Opportunity Bursary applicants

### Who can apply?

- Only students who have completed Sutton Trust programmes OR the JP Morgan Social Mobility Foundation programme.
- The bursary is not open to those entering their first year of undergraduate study.
- Students who are enrolled onto a course (UG or PG) for the academic year 2021/22.
- The top 200 applicants will be longlisted according to social mobility criteria (for full information, please see [the website](#)), with the shortlist then being compiled by external readers of the applications, judging the project-based questions.
- Shortlisted applicants will then be invited for a short 20-minute online interview in mid-November, before the final 30-35 recipients are chosen.

### What is it for and how much can I apply for?

- This bursary is not intended to fund educational fees or standard maintenance costs.
- We will be awarded grants of between £3,500 - £5,000 for students, to be confirmed in mid-December with the awards being distributed from mid-January 2022, for use by the end of the calendar year.

### When does it close?

- The deadline for applications is **12pm, 15<sup>th</sup> October 2021**
- Candidates will be notified by the end of November at the latest to let them know whether they have been shortlisted and invited for their interviews.

### Need some inspiration?

We are keen to hear your ideas on how these bursary funds would help you with developing skills, enhancing your student experience and helping with your employability. We are open to ideas and a variety of project or activity suggestions for the bursary so you can select from a range of categories.

Below are some examples of activities suitable for using the bursary funds\*:

- Funding travel/accommodation for an overseas internship, work placement or shadowing, or research trip
- Covering costs of a professional qualification, or membership to a professional body for networking and career learning purposes
- Taking a language course to enable you to apply for roles which require additional languages
- Attendance at events, conferences and training courses

- Reducing the need for paid part-time work, and freeing up time for volunteering or participating in student clubs/societies (*e.g. taking on a committee role*)
- Paying for additional specific equipment or software that will enable you to undertake freelance work in your area of interest, to further your development and experience

\*You can apply for the funds for **up to £5000** to cover more than one of these activities - e.g. the cost of some software in addition to a relevant training course.

### What information you'll need to provide to us:

- Your personal details so we can match you up with our (or the social mobility foundation's) existing records
- Details of your idea/project/activity, as well as a second-choice option
- Information on your household income and any existing bursaries you receive
- Ethnicity data - providing this is not mandatory, but we've committed to a minimum of 60% of our applicants being from a black or minority ethnic background, with at least 30% being black students.
- A contact for an academic or employer who could be a reference if shortlisted
- Details of the skills / goals you'd like to achieve, and how much you'd need to undertake it, and how the funds would be spent (examples below)

Activity	Desired skill / outcome	Funds required
Learning about X industry: including shadowing three employers for a week each, spending time in a new city, and attending networking events.	<ul style="list-style-type: none"> <li>• Understanding of the role</li> <li>• Confidence with networking building</li> <li>• Networking opportunities</li> </ul>	£2000 for travel and accommodation £1000 for subsistence £250 for tickets to sector networking events

### Things to remember:

- **Ideas and research are key** - we know you won't be able to have a full plan yet for what you'd spend the money on if you were successful - but we're looking to hear your ideas and evidence of some research and thinking on your part.
- **Back-up plan** - if your plan for the funds is dependent on being accepted onto a scheme or the cooperation of another person/organisation, make sure you include a second or 'back-up' plan for what you could do with the funds instead if this doesn't happen.
- **Think about your goals** - we want these funds to enable activities that help develop skills and the employability of the recipients, so make sure you keep this in mind.