

Application Guidelines for

the Stevenson Exchange Scholarships

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**All applications must be word processed and submitted electronically to the appropriate office in the applicant’s home university.**

**Deadline**: 31 January 2017

**Scholarship Application**: The Stevenson Exchange Scholarship Scheme was set up to promote friendly relations between the Universities of Scotland and of France, Germany and Spain. Select the award you wish to be considered for with an X in the appropriate box.

**Personal Details**

**Name and Date of Birth:** Enter your surname/family name, forename or other name(s) date and place of birth.

**Address:** Enter an address at which we can contact you at anytime.

**Email Address:** Enter an email address at which we can contact you at anytime, while you are in the UK or abroad.

**Home Institution**

**University in Scotland:** Enter your university details and location.

**Year of Study:** Enter the year you are in at the time of application (e.g. 2nd , 3rd).

**Degree Subject Studying:** Enter the degree subject and classification you are working towards.

**General Information**

**Modern Languages Studied:** Enter the details of the language(s) you have studied at university including dates.

**Prizes and Distinctions/ Extra Curricular Activities/Other Information:** Enter details that would be helpful to the selection committee, include dates where possible.

**Academic Study at Institution Overseas**

**University and Subject:** Select the country in which you wish to study with an X in the appropriate box.

Enter the university you intend or prefer to study at including subject of study.

Should your choice change before you attend the interview, or after you are awarded a scholarship, please inform the committee immediately at rio-scholarships@glasgow.ac.uk.

**Duration:** Tick the box to indicate length of study, either full year or semester or other (for those for example who have applied for language assistantships).

**Financial Resources**

**Resources Available for Academic Year:** Tick the boxes indicating how you intend to fund your course and/or semester or year abroad.

It is important that you let us know about your application for a language assistantship. The information on your application is passed on to and taken into account by the British Council when allocating a place to you.

**Academic Referee Information**

Enter the name and contact details your referees and indicate their relation to you. At least one of your referees will need to be familiar with your academic work.

Preferably, references should be on headed paper, and include your referees’ details.

A scanned copy should be submitted with your application.

If your referee does not wish to provide an open reference, they should send their reference electronically from their professional email account and include their contact details as well as your name and the name of the scholarship you are applying for. The electronic reference should be sent to the appropriate contact person in your institution.

**Personal Statement**

A personal statement must be submitted with your application.

It must be word processed, no longer than 700 words and provide details of your plans for your time abroad and how you will use the scholarship.

The statement should also show your ability to be an ambassador for Scotland abroad.

**Terms and Conditions**

There are Terms and Conditions associated with this award. Read and ensure that you have understood them before ticking the box.

**Applicant’s Signature**

Tick the appropriate boxes indicating that you have supplied the necessary documents with your application. Print and sign your name. Be sure to date the document.