



## The University of Edinburgh University Secretary's Group

### *Application Notes for Staff Scholarship*

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- Please refer to the Staff Scholarships web site at [Staff scholarships | Student Administration \(ed.ac.uk\)](#) for information on the eligibility for the scholarship before completing this form.
- Applicants should have received an offer of admission for part-time postgraduate study before completing a scholarship application. An application form for staff scholarship funding is below and is also available at the above website.
- Applicants must have the full support of their Head of Department who will be required to complete the supporting statement section of your application.
- Awards, **in exceptional circumstances**, may be made for a part-time programme of study within another higher educational institution. Applicants wishing to undertake a programme of study at another institution will need to provide confirmation that comparable study is not available at the University of Edinburgh.
- Completed scholarship application forms, including a copy of your formal offer letter of admission, supporting statement, and letter of confirmation from your Head of Department indicating that comparable study is not available at the University of Edinburgh (if applicable) should be submitted via the MS Forms provided on the USG Staff Scholarships website.