Refugee Education UK

The Adi and Isca Wittenberg Scholarship: Guidance Notes

July 2025

Introduction

Before making an application for the Adi and Isca Wittenberg Scholarship please ensure that you fully understand and meet the eligibility criteria. For further details on eligibility criteria for each scholarship, please see our Frequently Asked Questions (FAQs) documents for each scholarship.

Once you begin, you will not be able to save the online application form and return to complete it later. Therefore, please allow at least 1 hour to complete the form. We will provide a Word Document version so that you can type your answers beforehand - and copy and paste them into the online form. Please be advised that we will only accept applications via the online application form.

Completing the application form

There are two introductory pages, and 7 sections to complete in the online application form. Please complete each section.

The online application form has been designed to assess your eligibility and suitability for the scholarships. **You will not be required to provide any personal information about your reasons for coming to the UK/seeking asylum in the application form.**

The application form

Introduction

The Introduction page of the application gives basic information about the application form and where to find help and guidance. Please read this section fully before continuing with the application and make note of the closing date. Applications received after the closing date will not be considered.

Eligibility check

The next page of the form lists the eligibility criteria that you must meet in order to apply for the scholarships. If you realise that you are not eligible, please refer to the FAQs document for further advice.

Section 1: Applicant information

Please complete the personal information section of the online form. We need this information to contact you about your application. Please make sure that you put your name as you would want to see it on, for example, a certificate. Your 'Full home address'' should be the address where you most normally live and should include the street number, street name, city, and postcode.

Please make sure that you give an up to date telephone number and email address. It is important to let us know if these change during the course of your application as we will use these to communicate with you.

Section 2: University application details

This section requests information about the top university and course that you expect to attend in the autumn. This should be a course that you would have already received an offer from, and that you've firmly accepted (or that you intend to accept). Examples of how you can list it includes:

> BSc Mental Health Nursing, University of London - conditional offer
> BSc Early Child Development, Kingston University - unconditional offer

If you have applied to university recently and are still waiting for decisions on your application, please indicate when you applied and which universities you've applied to. Please also indicate your top choice of where you would like to go should you receive an acceptance from that university.

This section also asks about the highest level of education you've previously completed. We ask this question to ensure that you're eligible for this scholarship, which is intended for those who have not yet completed an undergraduate degree.

Section 3: Immigration information and scholarship eligibility

This section is about your immigration status and whether you meet the eligibility criteria for a scholarship. Please note that the information we ask in this section will only be used to determine whether you are eligible for a scholarship in relation to your current immigration status in the UK.

If you are unsure about your current immigration status please speak to your solicitor or to your family members if you are listed as a dependent on a family member's immigration application.

Please also note that successful candidates will need to evidence their current immigration status with documentation such as an ARC card, Biometric Residence Permit, Home Office letters or a solicitor's letter. Please ensure that you have these documents ready to show if you're invited for an interview.

Section 4: Support

This section asks for information about your living arrangements and any additional support needs you may have with regards to your personal circumstances. Information about your living arrangements and circumstances will help us assess whether the scholarship we offer meets your needs regarding your living arrangements.

This section also has room for you to note if you have applied, or been successful in gaining, any other forms of financial assistance. This should include gifts, grants, scholarships, loans, pledges or private contributions from any other institutions, trusts, family or friends.

Please be assured that any information you provide in response to any question in this section will not negatively impact your application and will only be used to ensure that we

provide you with all the support (financial and welfare/pastoral) that you may require throughout your studies, should your application be successful.

Section 5: Personal statements

Section 5 is a space for you to tell us more about yourself and why you are applying for a scholarship. You may want to include why you are keen to go to university and how this fits in your longer term plans, the difference that education has made and will make to your life, and anything else about you that would enable the trustees to get to know you a bit better. You may find it useful to type your answers into a word processing document beforehand. You can then copy and paste it into the online form.

We want to hear your personal, authentic voice in these personal statements, even if the English writing itself isn't perfect. **For this reason, we strongly recommend that you don't use Artificial Intelligence (AI) to write your statements.** If you do, limit yourself to using it for initial ideas and advice on how to write your statement.

It's encouraged that you take time to craft this carefully, as this section should help the Trust understand who you are and why they should give *you* the scholarship.

Section 6: Referee details

You will be asked to submit the details of one supporting referee. They should ideally be an academic referee (e.g. a teacher, tutor, lecturer). However, if you don't have an academic referee, it can also be a social worker, employer, community group member, or faith leader.

Please make sure you have asked the permission of this individual, and have their contact details to hand, before beginning your application. We will only contact your reference if you are invited to an interview, and we will inform you when doing so.

Section 7: Declaration and submission

Please tick all the relevant declaration boxes. If you feel unable to answer 'Yes' to any of the questions, please refer to our FAQ document, or contact us.

We'd also like to get a better understanding of how applicants are using AI tools (such as ChatGPT, Grammerly, etc) in their application process. Please select all the options that correspond to how you used AI tools.

Please let us know how you heard about the scholarships. This will help us to improve how we advertise the scholarships next year. Lastly, please type your name (we will count this as an e-signature) and date your completed application form.