

Oxford Royale Academy: Funding your summer study

The following is intended as a guide for students who have to pay their own summer programme fees, and suggests a variety of ways that they may be able to raise funds.

Please note that Oxford Royale Academy Scholarships are only available for the following courses:

- Young Prodigies
- New Perspectives
- Broadening Horizons

Students eligible for the scholarship programme should refer to the information on our website: www.oxford-royale.co.uk

Financial Assistance for School Students

If you require financial aid to help pay for your summer programme fees the best place to start is your school Counsellor, or at your school office. School counsellors and advisors will be the ones who receive any information regarding financial aid and scholarship prizes for students. It may be that your school is able to offer a scholarship or they can recommend and support you in an application to an external funding body.

In any case it is likely that your school advisor will be able to suggest to you a variety of avenues for application for funding. There may be companies and business in your local area willing to sponsor you. Often companies offer financial support and funding to students with a particular interest in their area of expertise: such as science based subjects if the company is a pharmaceutical company.

For most funding application you will likely need documentation of your parents/guardians' income as proof of eligibility for funding, along with one or two letters of recommendation from teachers certifying your academic worth.

Unless you are applying for a scholarship which offers a fixed sum it is best to specify how much money you will need in your application. Don't be afraid to be specific in your requests. Your donors may be more willing to sponsor you if they are aware of the cost of your excursion.

Finally you will most likely need to write a proposal stating why attending the course will be beneficial to your studies (and thus why you should receive funding). Your reasons may be to learn or improve your English, to prepare for SAT examinations, or to broaden your cultural and academic awareness in certain areas of study.

Financial Assistance for University Students

If you require financial aid to help pay for your summer programme fees the best place to start is your University office, academic office, or faculty/departure office. It may be that your university or department offers funding and support for career development, in which case you will most likely require a letter of recommendation from your tutor. You will also need to show why attending this course will be beneficial for your studies and career development

Unless you are applying for a scholarship which offers a fixed sum it is best to specify how much money you will need. Don't be afraid to be specific in your requests. It will help the funding body assess your application and will show that you have carefully considered the cost of your trip.

Your university/tutor should be able to advise you on any organizations, grant-making bodies and local trusts which offer financial support. These may be open to all students or be subject specific. You may also like to consider any competitions and awards for work that are offered and may help fund your course.

You may also wish to approach businesses and companies in your area. It may be that companies (particular national and international ones) have scholarship programmes and application forms you can fill in.

However, if for example you have held an internship with a company, or are studying a subject compatible with the company's field of expertise (such as science, law, economics), or have an offer to work with a company after you graduate, you may wish to write to the company in question. If so you should consider the following:

- **Research:** Make sure you address the correct person to consider your proposal. Understand the company's purpose and aims so that you can show how it is conducive to them to offer you support.
- **Introduce yourself well:** Remember you are after the company's support, and you must explain why you are asking for money and how it will help you.
- **Know your figures:** Be specific in any financial requests you make – it will show that you have researched the costs involved and are aware of your exact financial needs. If you think it appropriate include a break down of your costs.
- **Back it up:** Along with your letter, you should also have a letter of support or recommendation from your tutor or career advisor. Oxford Royale Academy can provide letters of confirmation (of a place on one of our courses), which may also be of help for your funding application.

If you do receive funding from certain organizations and companies, always keep track of who has funded you and how much. You should aim to maintain a good relationship with your sponsors and show your appreciation. Official funding bodies may require you

to write a report detailing how your attendance on the course has been beneficial to you. You may wish to write to private companies who have funded you with a similar report.

Financial Assistance for Business persons

Company employers:

If you require financial aid to help pay for your summer programme fees the best place to start is most likely the company you work for. In the case of Language courses, companies will likely be willing to assist you in financing the course if it will be profitable for them.

You should find out if your company has a career development funding programme or similar, which may sponsor you in improving your English Language Skills for business purposes. Oxford Royale Academy is happy to offer letters of confirmation (of a place on one of our courses) if you require one for your application for funding.

If your company does not have a funding programme it is still worth inquiring whether they can offer your financial support:

- **In your letter of application** to your company or in whatever form of request is considered most appropriate you should emphasise to them why taking this particular course is of benefit to you as an employee of their company and to them as your employer.
- **Know your figures:** Be specific in any financial requests you make – it will show that you have researched the costs involved and are aware of your exact financial needs. If you think it appropriate include a break down of your costs.
- **Back it up:** Oxford Royale Academy can provide letters of confirmation (of a place on one of our courses), which may also be of help for your funding application

Self Employed Business persons:

If you are self-employed and require financial aid to help pay for your summer programme fees you may wish to consider the following possibilities:

- **Contact Business Partners and Companies**

Depending on the nature of your business you may have associates or companies you deal with who may offer you financial assistance. In any letters you send out to companies you will need to consider:

- 1) **Research:** Make sure you address the correct person to consider your proposal. Understand the company's purpose and aims so that you can show how it is conducive to them to offer you support. Make sure that you emphasise to the company why it will be of benefit to them to assist you.
- 2) **Introduce yourself well:** Remember you are after the company's support, and you must explain why you are asking for money and how it will help you.
- 3) **Know your figures:** Be specific in any financial requests you make – it will show that you have researched the costs involved. If you think it appropriate include a break down of your costs.

- **Fundraising**

Fundraising events can help generate funds for your course. However, most events have associated costs and sometimes may not generate the funds expected. Thus you should exercise caution when organising your event and be sure that your event is well publicised and offers something to patrons.

You can find support from local businesses who may want to sponsor your event for their own marketing purposes or friends who have special talents. Be sure to utilise your network and think of everyone you know, and how they might want to help you.