

# LAMDA Scholarship Application Guide

## (International Fees Students)

This guide is designed to support scholarship applicants in completing their application form and supporting materials. Please read this guide in full before sending your scholarship application. If you need any additional support, you can email [scholarships@lamda.ac.uk](mailto:scholarships@lamda.ac.uk)





## Contents

Scholarship Application Checklist	p3
Filling out the application form	p4-7
Budget Breakdown Guide	p8-11
Scholarship criteria	p12
Scholarship Committee Membership	p13
Scholarship Appeal Process	p14

## Scholarship Application Checklist

- Read through the Scholarship Guide
- Write your scholarship application supporting statement
- Submit your scholarship application form
- Email proof of your household income to [scholarships@lamda.ac.uk](mailto:scholarships@lamda.ac.uk)
- Send your budget breakdown to [scholarships@lamda.ac.uk](mailto:scholarships@lamda.ac.uk)
- Check that you are applying for or have applied for all loans available to you
- For UK students taking out loans via SLC, give SLC consent to share your household income data with LAMDA
- If applicable, email proof of any means-tested benefits that you or members of your household receive
- If applicable, email proof of your status as an estranged student or carer

## Filling out the Scholarship Application Form

To apply for a scholarship at LAMDA, all applicants must fill out the Scholarship Application Form.

Apply here: [Scholarship Application Form](#)

Before filling out the form, please read through the questions below. There is guidance about how to answer some of the questions, but if you are unsure about anything, please get in touch.

### **Scholarship application questions**

1. Name
2. Application ID
3. Course
4. Nationality/Domicile
5. I am eligible for student loans
6. Please give further information on what loans you are applying for and are eligible for.
7. Please tick any box that applies to you
  - My household income is £25,000 or below
  - My household income is between £25,000 and £43,000
  - My household income is £43,000 or above
8. Please tick any of the following that apply to you
  - A care leaver or care experienced
  - Refugee status/asylum seeker status
  - I am from the Global Majority
  - I have a declared disability
  - I have caring responsibilities or dependants
  - I am estranged from my family
9. Whilst at school I received or was eligible for free school meals
  - Yes
  - No

10. Are you or your family eligible for any means-tested state benefits

- Please email evidence of any means tested benefits that either you or members of your family receive. Examples of means tested benefits could include Universal Credit, Housing Benefit, or Medicaid, etc. If you are unsure of whether something is a means tested benefit, please contact us.

11. Additional financial information (please tick any of the following that apply to you)

- I received scholarships at my previous educational establishment
- I have previously taken out student loans for courses at other educational establishments
- Neither of the above apply to me

12. Please list documents you have submitted in addition to your personal statement.

13. How would receiving this scholarship help you to succeed at LAMDA?

**(Maximum 400 words)**

In your personal statement you could cover:

- A brief background about you
- Your financial situation
- How a scholarship would ensure you can study at LAMDA

*\*If this format is not accessible to you please email [scholarships@lamda.ac.uk](mailto:scholarships@lamda.ac.uk) to submit in another format\**

14. Please confirm that you have completed the Budget Template and emailed it to

[scholarships@lamda.ac.uk](mailto:scholarships@lamda.ac.uk)

- I have
- I have not

## **Advice for the application form**

**Personal Statement** – We would recommend writing your personal statement in a separate document so that you can read it thoroughly before submitting the application form.

There may be some terms on the application form that you are unfamiliar with.

Please read through the definitions below:

<p><b>Global Majority</b></p>	<p>Global Majority is a collective term that refers to people who are Black, Asian, Brown, Mixed Heritage, Indigenous to the Global South and/or are not racialised as White.</p> <p>LAMDA uses the term ‘<b>Global Majority</b>’, also known as people of the global majority (PGM). It is a collective term that encourages those of African, Asian, Latin American, and Arab descent to recognize that together they comprise the vast majority (around 80 percent) of people in the world. Understanding the truth that Whiteness is not the global predominance has the power to disrupt and reframe our conversations on race.<sup>1</sup></p>
<p><b>Care leaver</b></p>	<p>Care leavers are young people aged 16-25 years old who have been in care at some point since they were 14-years old and were in care on or after their sixteenth birthday.<sup>2</sup></p>
<p><b>Care experienced</b></p>	<p>Being care experienced means you will have spent time living with foster carers under local authority care, in residential care (e.g. a children’s home), looked after at home under a supervision order, or in <a href="#">kinship care</a> with relatives or friends, either officially (e.g. a special guardianship order) or informally without local authority support.<sup>3</sup></p>
<p><b>Estranged</b></p>	<p>Young people aged 25 or below, studying without the support and approval of <b>either</b> parent due to a breakdown in their relationship. This might be biological, step or adoptive parents, or possibly wider family members who have been involved in your care.<sup>4</sup></p> <p>You are considered an estranged student if you’ve had no contact with both your parents for over a year. This means you will have had no written or verbal contact with <b>either</b> parent, and this is unlikely to change.</p>

<sup>1</sup> LAMDA Access & Participation Plan (2025 – 2030) p3. Accessed 19 December 2025.  
<https://www.lamda.ac.uk/policies-procedures>

<sup>2</sup> The Care Leavers’ Association. *What is a Care Leaver?*. <https://www.careleavers.com/who-we-are/what-is-a-care-leaver-2/>

<sup>3</sup> UCAS. *Undergraduate: Care experienced students*. <https://www.ucas.com/applying/applying-to-university/students-with-individual-needs/undergraduate-care-experienced-students#what-do-we-mean-by-care-experience->

<sup>4</sup> UCAS. *Students without parental support (estranged)*.  
<https://www.ucas.com/applying/applying-to-university/students-with-individual-needs/estranged-students>

	<p>You may also be considered an estranged student if your relationship with your parents has broken down within the last 12 months and you don't expect this to change in the near future. If this is the case, please contact the <a href="#">Student Advisor</a> who will be able to support you in making your scholarship application.</p> <p>You are <b>not</b> classed as estranged just because:</p> <ul style="list-style-type: none"><li>→ your parents don't financially support you</li><li>→ you don't get on with your parents</li><li>→ you don't live with your parents</li></ul>
<b>Carer</b>	<p>A <b>carer</b> is anyone who cares, unpaid, for a friend or family member due to illness, disability, a mental health problem or an addiction.<sup>5</sup></p>

---

<sup>5</sup> About Caring. (2026). The Carers Trust. Accessed 16 January 2025. <https://carers.org/about-caring/about-caring>

## Guide to Completing your Budget Breakdown Sheet (International Fees)

To support your scholarship application, you will be asked to complete a Budget Breakdown using an Excel spreadsheet, we will provide a template for this. Completing a budget helps the Scholarship Panel understand the level of support you may need.

To complete your budget breakdown, you will need to calculate your total income and outgoings. The spreadsheet has preset formulas that will automatically calculate whether your budget is in surplus or deficit.

To help complete your budget, please read through the guidance below on how to best fill out each section.

### Incoming

#### Student Loans

- At LAMDA, we expect students applying for scholarships to take out the maximum amount of student loans available to them in their home country.
- For American students taking out loans (e.g. FAFSA and Sallie Mae), you may not have had the full amount of loan you are entitled to confirmed yet, but you can use the Cost of Attendance sheet as a guide when estimating this figure.

#### Other Income

- Please enter any savings and any family support.
- Leave the scholarship section blank unless you already have a confirmed scholarship external to LAMDA.

#### Part-Time Work

- In the salary section, please enter an estimate of how much you expect to earn from part-time work. You may use the minimum or living wage to estimate this.
  - o <https://www.gov.uk/national-minimum-wage-rates>

- Be realistic with how much you think you intend to work during your studies, considering the intensity of LAMDA courses and the need to balance work, study, and rest.
- You will be able to work more in the holidays, please factor this into your budget.

## Working out your outgoings

### Rent

- You will probably not have secured accommodation for your studies at LAMDA, so you will have to estimate your rent.
  - o You can use the London rent map here, which gives the median rent in different boroughs: <https://www.london.gov.uk/programmes-strategies/housing-and-land/renting-home/london-rents-map>
- As a guide, StuRents data found that the average weekly rent for students in shared private rented accommodation in London is £256.

### Bills

- You will need to add bills which may be on top of your rent.
  - o Bills to consider
    - Water
    - Electricity
    - Gas
    - Wi-Fi
    - Home Insurance
    - TV Licence
    - Phone
- As a guide, LAMDA would not expect any student on scholarship to be paying more than £1,100 per month on rent and bills combined.

### Travel

- We would recommend using the Transport for London (TfL) website to estimate how much you will spend on travel each month.
  - o You can use the single fare finder here: <https://tfl.gov.uk/fares/find-fares/tube-and-rail-fares/single-fare-finder>
- Bear in mind that the TfL daily cap for zones 1 and 2 is £8.90. A hop-on, hop-off bus fare is £1.75.

- Please also include costs for if you want to travel home outside of term time.

## Food

- When calculating your budget for food, consider costs for cooking food at home, a moderate amount of alcohol if you choose, and the ability to have a takeaway or eat out from time to time<sup>6</sup>.
- To come up with a reasonable estimate for food, consider that the average weekly spend on groceries for a single person in the UK is £42 per week.
- You might also consider a basic hygiene budget for items such as shampoo, toothpaste, and deodorant.

## Medical Costs

- **Prescriptions:**
  - o Think about if you have any regular prescriptions that you take. Although some prescriptions are covered by medical exemptions, you might have to pay for your prescription.
- **Dentists:**
  - o Build a budget for visiting the dentist into your medical costs. Most people attend up to two check-ups a year. NHS dental treatments cost £27.40 in England.
- **Opticians:**
  - o If you wear glasses or contact lenses, you will need to add the cost of frames, contacts, and trips to the optician.

## Course Materials

- For all courses, you will be sent an essential equipment list. If you're going into your first year at LAMDA, you may need to think about buying some of these items for the first time.

## Social Activities

- You will want to build a budget for social activities during your studies. Think about the leisure activities that you will go to regularly. For example, going to the gym, a TV subscription, or supplies for a hobby.

## 'Setting up' Costs<sup>7</sup>

---

<sup>6</sup> The Minimum Income Standard for Students

<sup>7</sup> The Minimum Income Standard for Students

- If you are going into your first year of study or are moving to London for a Master's programme, think about building some set up costs into your budget. This could be things like kitchen equipment, towels, bedding, and decorations for your new bedroom.

## **Tuition**

- The correct fees will be pre-entered in your Budget Breakdown if you are an international student.

## **Tips!**

- There are pre-set formulas in the Excel sheet, please try not to change these.
- If you have any costs that you need to consider, e.g. prescriptions or memberships, then feel free to add an additional row into your outgoings – just make sure the formulas still work!

## **What Isn't Covered**

The information above outlines the typical costs our scholarships are expected to cover. However, we understand that students may face specific circumstances that mean you may have additional expenses. The Scholarships Committee can consider these on a case-by-case basis.

Please note that bills or payments that exceed the amounts detailed above, or the national average, will not usually be covered. For example, if a mobile phone bill is £58 and the average cost is £38, the committee is likely to consider only the average amount in the budget, and any award may be adjusted accordingly. Credit card debt is not usually included unless there is a clear reason, which should be explained in your application.

If you're unsure about what can be included in your budget, please contact the student advisor. We will do what we can to help you and may be able to offer alternative support beyond a financial contribution.

## LAMDA Scholarship Criteria

To keep the process as fair as possible, voting members of the Scholarship Committee evaluate applications against a range of criteria agreed in advance.

The following indicators are taken into consideration:

### **1. Financial Indicators of Need**

- Declared income of
  - £25,000 or under
  - £43,000 or under
- Receipt of, or eligibility for, free school meals
- Receipt of means-tested state benefits

### **2. Non-Financial Indicators of need**

- Care leaver or care-experienced
- Refugee or asylum seeker status
- Students from the Global Majority
- Declared disability
- Caring responsibilities or dependants
- Estranged from their family

### **3. Other evidence to support applications**

- Applicant Personal Statement, which considers:
  - The details of the applicant's financial circumstances
  - What receiving a scholarship would mean to the applicant

## Scholarship Committee Membership

The scholarship committee consists of eight members, three of whom are voting members who collectively decide the allocation of any scholarship or bursary.

The other five committee members attend meetings where they assist voting members reach decisions by providing contextual information and answering questions related to applications.

Voting members are:

- The Vice-Principal Finance & Operations (Chair)
- The Vice-Principal Education & Research
- The Head of Student Services & Registrar

Advisory members are:

- The Admissions & Student Services Manager
- The Development Manager (Scholarships)
- The Access and Participation Manager
- The Finance Officer
- The Student Advisor

To make quorum\*, meetings must be attended by at least two voting members, one of whom must be either the Vice-Principal Finance & Operations or the Vice-Principal Education & Research.

\*Quorum means that a meeting has the minimum number of members to be valid and make decisions.

## Appealing your Scholarship Decision

### Grounds for Appeal

Scholarship appeals will only be considered under the following circumstances, where:

- there are reasonable grounds to believe that an administrative, procedural, or clerical error may have affected the Scholarship Committee's decision; and/or
- there is evidence of illness or other significant misfortune that caused exceptional interference with academic performance, and the student was, for good reason, unable to submit their application before the published deadline; and/or
- there is evidence of prejudice or bias, or the perception of prejudice or bias, against the student; and/or
- there has been a significant change to the student's financial circumstances after submitting the original application, and the student can provide evidence of this change.

### Appeal Process

Students may not appeal directly to the Scholarship Committee. Appeals received outside of the process outlined below cannot be considered.

1. **Contact the Student Advisor** and explain the grounds, from above, on which you believe your scholarship appeal should be considered.
2. **Provide supporting evidence**, including any additional application materials and/or evidence relevant to the grounds of your appeal. Please note that any materials that have been previously submitted to the committee cannot be considered again, unless new information is provided within these documents.
3. If the Student Advisor determines that there are reasonable grounds for an appeal, **they will submit the appeal to the Scholarship Committee on your behalf**. The Student Advisor may, on occasion, ask for a written statement or additional evidence to present to the committee.
4. **Appeals must be submitted within 7 calendar days** of receiving your scholarship decision, with all supporting evidence received within a further 7 calendar days.
5. The Scholarship Committee will **respond to your appeal within 14 calendar days**.
6. The outcome of the first appeal is final and cannot be further appealed.