

OPTUM HEALTHCARE SCHOLARSHIP SCHEME

APPLICATION FORM / FOIRM IARRATAIS 2019/20

- All information requested on the application form must be provided.
- Applications should be written in **BLOCK CAPITALS** and in **BLACK INK**. A typed application will also be accepted.
- Please note that original documents cannot be returned, so please save a personal copy.

SECTION 1: PERSONAL DETAILS

Surname _____ First Name (s) _____

Date of Birth _____ Male Female

Home Address _____

Telephone No:- Home _____ Mobile _____

Email address _____

Name of Secondary school you are currently attending _____

I confirm that I have been enrolled in a secondary school in County Donegal for at least the last two years

Designated scheme of study you have formally applied for through CAO
(Please provide the full name of the course, institution and the duration of the scheme)

AND/OR

Designated scheme of study for which you hold a formal offer under the UCAS system
(Please provide the full name of the course, institution and the duration of the scheme)

Start month and year of course(s) (e.g. September 2019) _____

I wish to be considered for the North-West Scholarship the Regional Scholarship

(Please be advised that Applicants can apply for both)

SECTION 2: PERSONAL STATEMENT - PART 1

In no more than 200 words, please provide a summary of your academic achievements to date:

PROOF
Browne Printers Ltd.

SECTION 2: PERSONAL STATEMENT - PART 2

In no more than 150 words, please describe what the impact of receiving this Scholarship would be on your studies if you are successful in this application.

Please detail any obstacles – emotional, physical, cultural, or social that may hinder your ability to access and/ or sustain third-level education. Are there any other factors concerning your personal circumstances that you feel the panel should consider?

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Browne Printers Ltd.

SECTION 2: PERSONAL STATEMENT - PART 3

In no more than 150 words, please describe your career aspirations and how your studies will help you to achieve them:

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Browne Printers Ltd.

SECTION 2: PERSONAL STATEMENT - PART 4

In no more than 150 words, please express how important your community is to you and how you wish to contribute to your community in the future. You may wish to provide details of your involvement in community life.

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Browne Printers Ltd.

If you provide details of your involvement in community life, please name a referee who will verify your involvement in your local community (eg. Youth worker, Committee member of community organization)

Name _____

Name of organization/ group _____

Position held in organization _____

E-mail address _____

Contact telephone number _____

SECTION 3: SUPPORTING INFORMATION

The following supporting information must be provided:

1. Please ensure that your Principal provides the reference specifically for this Scholarship. The reference letter should be completed by the Principal of your secondary school and a scanned copy sent **directly** to Optum by the closing date, **5pm on Friday the 3rd May, 2019.**

Please note that the Applicant is responsible for ensuring that the reference is submitted by the Principal before the closing date- incomplete applications will not be assessed.

Please provide the following details:-

Name of Principal providing reference _____

E-mail address _____

2. If you are not exempt from the Leaving Cert Examination Fee the Selection Panel will accept a letter from SUSI that confirms the level of Funding you will receive based on your household income.

Please tick this box if you will provide the Selection Panel with a copy of the letter of approval from SUSI as a means of verifying your household income as soon as you receive same

The copy of the letter can be scanned and sent by email to nodlaig.brolly@optum.com or by post to the address below as soon as it is received by the Applicant.

Applicants are advised to apply to SUSI as soon as possible to ensure that they receive a letter of approval from SUSI in time to accept a scholarship offer.

SECTION 4: DECLARATION

1. I hereby give my consent to the Principal to verify all information in the completed Application form in the Reference and verify that I am exempt from the Leaving Cert Exam Fee if this is the case
2. If successful in obtaining a Scholarship I agree to allow the Institution to provide an annual statement on my academic standing, conduct and achievements until I have successfully completed the course of study
3. I understand that applications are seen only by the scholarship scheme administrator and Panel. It may be necessary for additional supporting information to be sought from the Registrar of the Institution (LYIT, Ulster University, NUIG) in order for the Panel to reach a decision
4. I certify that all information provided in this application is true and correct and that I have completed all sections myself
5. I have read, understand and agree to the Terms and Conditions as contained in the Scholarship information booklet
6. I understand that should any part of the information I have provided prove to be incorrect or untrue that I will be disqualified
7. I understand that if I discontinue my studies Optum reserve the right to revoke partially or in full the award amount with 14 days written notice
8. I understand that my application will be passed to the Optum Scholarship panel for consideration
9. I have read the privacy notice as set out in Section 5 and understand that all information provided in this application is subject to the privacy notice

Name of Applicant (in **BLOCK** capitals) _____

Signature _____ Date: _____

If Applicant Under 18 the declaration must also be signed by a parent/guardian:-

Name of Parent/ Guardian (in **BLOCK** capitals) _____

Signature of Parent/ Guardian _____ Date: _____

SECTION 5: PRIVACY NOTICE

Optum Services (Ireland) Limited (“Optum”) observes principles of good information handling and takes all reasonable care when handling “personal data” - information that identifies, or is capable of identifying individuals. Optum processes personal data in accordance with applicable data protection laws. Optum is a controller of personal data processed in administering the Scholarship.

Optum may collect the following information from you for the purpose of administering the Scholarship: name, course, student ID number, institution, details of educational and personal background, personal statement, home address, phone number, email address, personal and academic references, academic records, photographs and video images. Special categories of personal data may be collected by us if included in the details of educational and personal background.

Optum’s legal bases to use and process your personal data include:

- The performance of a contract with you and/or the Institution for your benefit in obtaining the Scholarship;
- Your consent, where applicable, which you may subsequently withdraw at any time by contacting us through the details provided below, without affecting the lawfulness of processing based on consent before its withdrawal;
- Optum’s legitimate interests to establish and manage the Scholarship including promoting the Scholarship; and
- Optum’s legal obligation to comply with applicable laws and regulations.

Optum will only retain personal data about you that is necessary for the purposes described above and will take all reasonable steps to ensure that it is kept up-to-date and accurate. From time to time we may ask you to review and update the personal data we hold.

We will need to share your personal data with the Institution and third parties. We will only do so when necessary for legitimate purposes such as the administration of the Scholarship and promoting the Scholarship. The Institution will process your personal data in accordance with its own privacy policy.

You are entitled to request access to, rectification or erasure of your personal data or restriction of processing or to object to processing of such data and other rights in accordance with applicable law. Requests should be submitted to Shamil Chotai, the Optum Privacy Contact, at Shamil.Chotai@optum.com. We will provide you with a response in accordance with applicable data protection law. Optum may refuse to provide such information in limited circumstances under applicable law.

If, having considered your personal data that we hold, you find that it is inaccurate or you otherwise have any concerns, you may request that your information be amended, erased or restricted in accordance with applicable requirements. You may contact Shamil Chotai, the Optum Privacy Contact, via email at Shamil.Chotai@optum.com at any time about concerns you may have regarding the processing of your personal data. You also have the right to lodge a complaint before the relevant data privacy authority should we violate applicable data privacy laws(s) in our processing of your personal data.

We request that you provide us with accurate and up-to-date personal data. Should you make a request to access the information we hold about you, we may require that you provide us with further information so that we can be satisfied of your identity, subject to any applicable local restrictions.

Optum takes appropriate physical, technical and organisational security measures to guard against unauthorised or unlawful access and processing of your personal data, and against accidental loss or destruction of, or damage to, your personal data, and to ensure that your personal data is stored lawfully and securely. Examples of our security measures include:

- Optum employees who have access to personal data are made aware of their obligations to protect that information;
- Personal data in paper form is kept in filing cabinets that are only accessible by authorised Optum employees on a need-to-know basis;
- Personal data stored electronically is only accessible by authorised personnel; and
- Printed material displaying personal data is disposed of securely, for example, by shredding.

Optum may revise this Privacy Notice and the way in which it processes your personal data from time to time. You will be notified of any significant changes.

CHECKLIST

Please tick once completed:-

I have completed all sections of the application form

I have completed the *Section 4 Declaration* and it has been signed by myself *and* my parent/guardian (for Applicants under 18)

I have provided a copy of the Application form to the Principal and the reference and requested the Principal to complete the Reference

**Closing date for receipt of applications forms:
5pm on Friday, 3rd May, 2019**

- Please do not email your application form
- Only applications with supporting documentation received by post/ by hand will be accepted at the Optum Scholarship contact address below
- Please ensure that a scanned copy of the reference is e-mailed by the Principal directly to nodlaig.brolly@optum.com

The Optum Healthcare Scholarship Scheme

Attention: Nodlaig Ní Bhrollaigh

Optum
Windyhall
Letterkenny
County Donegal

Please send enquiries *only* to: nodlaig.brolly@optum.com



Creating the Healthcare Workers of the Future
Todhchaí Slán