

Hong Kong Scholarship Application Form 2018

Please **type** in the boxes below using **Arial font size 11 pt**. Do **not** complete by hand. This application must be submitted by 26 January 2018.

|  |  |
| --- | --- |
| Title |  |
| First name |  |
| Middle names (s) |  |
| Surname |  |
|  |  |
| Telephone number |  |
| Email address |  |
|  |  |
| Middle Temple  membership number |  |
| Call date (if applicable) |  |
|  |  |
| Please explain why you are applying for the scholarship and why it should be awarded to you. **Max 250 words**. | |
|  | |

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| --- |
| I hearby submit my application (including CV and academic reference) for the above named scholarship. I declare that the information I have provided is true in all respects.  **Signature** ……………………………………………………………    **Date** ………………………  (If this application is submitted by email, by doing so you confirm that the above declaration is true)  *The information contained in your application will be processed and held in accordance with the Inn’s data protection policy.* |

## Data Protection

The Honourable Society of the Middle Temple (the Inn) processes and stores personal information in accordance with the Data Protection Act 1998 and the Inn’s Data Protection Policy.

By submitting your scholarship application you are agreeing to the Inn storing and using your data to administer your scholarship application, and to produce summary information for statistical, regulatory and audit purposes. The information that the Inn holds is mainly provided by yourself, but may also be collected from other sources such as references or information already in the public domain. The information will be held securely and will only be accessed by Inn staff with appropriate permissions. This information will be kept and used for the duration of the scholarship process and will be stored for 6 years, after which it will be confidentially destroyed. If you later become a member of the Inn you will need to complete an admission application form which will detail how your admission information is used and stored by the Inn.

## Third Parties

Your information will not be distributed to third parties unless it is anonymised, you give us explicit consent to do so, we are required to do so under a statutory or legal obligation, or are permitted to do so by the Data Protection Act. There are a small number of reasons where we may need to share some of your information with Third Parties for processes essential to managing your membership. In order to manage scholarship applications we will need to share some of your basic information with the other Inns of Court. For example, we will need to share your name and which University you are attending/have attended, for the sole purpose of ensuring that you have not applied for a scholarship at more than one Inn of Court in this current round of applications. We will also provide the General Council of the Bar (also known as the Bar Council) with some equality information, if provided, for statutory purposes.

If you want to view the Inn’s Data Protection Policy, have any queries or want to see the personal data the Inn holds on you by making a Subject Access Request, please visit the Data Protection page on our website for information <http://www.middletemple.org.uk/about-us/data-protection>

**If your contact details change it is your responsibility to update us so that the information we hold on you is accurate and up to date.**