



UNIVERSITY COLLEGE CORK

COLLEGE OF ARTS, CELTIC STUDIES & SOCIAL SCIENCES

Excellence Scholarships (PhD)

TERMS AND CONDITIONS

1. The *College of Arts, Celtic Studies & Social Sciences Excellence Scholarships (PhD)* will take the form of payment of the EU PhD fee by the *CACSSS Graduate School* for one year initially.
2. Subject to a satisfactory report annually from supervisors and application for the IRC Postgraduate Scholarship and at the discretion of the *Graduate School*, the scholarship may be extended up to a maximum of 3 years. The duration of the scholarship is dependent on the number of years the applicant has already completed at the time the scholarship is awarded. Scholarships will not be awarded beyond the third year of registration (PhD3). For example, new students can potentially receive a maximum of 3 years funding, students in first year can receive up to 2 years funding and students in second year PhDs will receive 1 years funding.
3. The scholarship is not extendable for any reason beyond the maximum of 3 years.
4. Recipients of the scholarship will be awarded the title 'College of Arts, Celtic Studies and Social Sciences Excellence Scholar (PhD)'.

Application Process

5. Applications for the scholarship are invited from:
 - Applicants who have already applied for a doctoral research or MPhil programme in Arts on [UCCApply](#). Please note that new applicants must have at least a 2H1 or equivalent in their first or subsequent degree

- Registered doctoral research or MPhil in Arts students in their first or second year of registration in CACSSS at the time of registration.
6. While it is not necessary to have been offered a place on the programme at the time of application, the award of a scholarship is subject to the applicant being accepted onto, and registering for, the relevant programme.
 7. The scholarships are open to EU and Non-EU applicants. However, the funding will only cover the EU fee, so successful Non-EU applicants will be responsible for the balance.
 8. Applicants must submit the online Excellence Scholarship (PhD) application form.
 9. Applicants must ensure that one supervisor/potential supervisor submit the online 'letter of support' form speaking to the quality of the proposal/project.

Selection Process

10. Selection of successful applicants, based on the materials supplied*, will be made by the *College of Arts, Celtic Studies & Social Sciences Graduate Studies Committee*. Scholarships will be awarded to candidates of sufficient merit who have feasible research topics of academic value.* **PLEASE NOTE:** While it is not a formally graded criterion of the adjudication process, applicants are required to ensure that a supervisor has submitted a letter of support for their application.
11. Applications will be assessed by a panel of reviewers according to the following criteria:

	Criterion	Max marks
1	Academic excellence, merit of the proposal/project	40
2	Social, cultural, or other impact of the project	20
3	Personal statement	20

12. Scholarships will only be awarded if the Committee is satisfied that the applications are of sufficient merit and the *CACSSS Graduate Studies Committee* reserves the right at all times to determine the beneficiaries of the scholarship.
13. Successful applicants must confirm their intention to take up the Scholarship within 2 weeks of the initial offer.
14. Renewal of the scholarship beyond year one is contingent on adhering to conditions above (see point 2) and is at the discretion of the *Graduate School*.
15. All scholarship and funding schemes are subject to availability of funds, and details given here are subject to change at any time.

Responsibilities of successful applicants

16. By accepting the scholarship, recipients are agreeing to these terms and conditions.
17. Renewal of the scholarship is at the discretion of the *Graduate Studies Committee* and is contingent on the scholarship holder
 - a. submitting evidence of their successful completion of the annual progress review, signed by the local *Graduate Studies Committee* within 12 months of the start of their PhD and on an annual basis thereafter;
 - b. application for the IRC Postgraduate Scholarship programme each year until the maximum allowable attempts is reached.
18. Scholarship holders must submit a 200-word abstract, a 100-word bio and a photograph to be displayed on the *Graduate School* website.
19. Scholarship holders must attend and present at the annual Postgraduate Conference for the duration of their scholarship.
20. Should, during the period of the scholarship, a successful applicant also become the recipient of any other scholarship or grant or stipend of a like or greater magnitude, they will be required to forego the scholarship but will retain the title of 'College of Arts, Celtic Studies and Social Sciences Excellence Scholar (PhD)'.
21. Scholarship holders must acknowledge the scholarship received from the *Graduate School* in all presentations and publications emanating from their PhD work. This should take the form of the UCC logo and the caption "support received for this research from the *Graduate School* in the *College of Arts, Celtic Studies & Social Sciences, UCC*".
22. Should a leave of absence be required during the tenure of the scholarship, the *CACSSS Graduate School* must be notified by email to graduateschool.cacsss@ucc.ie of the scholarship holder's intention to take leave before the application for leave is submitted.
23. There is no service requirement attached to this scholarship. Any tutoring or teaching requested of scholarship holders must be paid for at the hourly rate for postgraduate students.

Changes in registration and the CACSSS Excellence Scholarship

1. For technical or administrative changes in registration – for example, from full time to part time, or for a period of leave – a request for approval must be made to the *Graduate Studies Office*. Ordinarily this will be approved by the Vice Head of College (*Graduate Studies*) but may be brought to the *Graduate Studies Committee* for review.
2. For substantive adjustments to the academic side of the project, an application must be made to the *Graduate Studies Office*. These include, but are not limited to, changes:
 - a. in the project title that reflects a significant alteration in the focus of the research;
 - b. in the composition, the subject matter or the aims and objectives of the project;
 - c. in the “lead” or “primary” supervisor, or the supervision team;
 - d. in the researcher’s school, department or discipline.

If a request is being made under number 2, the following guidelines and requirements must be adhered to, and the listed documentation be provided by the student to the *Graduate Studies Office*. This will be reviewed by the *Head of Graduate Studies* and the *Graduate Studies Committee* at the next meeting scheduled following receipt of the documents.

Guidelines:

- a. The *Terms and Conditions of the time at which the award was originally made* will provide the framework for adjudication. Should the award be extended, the latest version of the Terms & Conditions will be applied.
- b. The applicant may not have been in receipt of any other scholarship in the period prior to submission of the change in registration request.
- c. Because the maximum period of receipt of the award is three years, the time for which the applicant has already received the award will be deducted from that maximum.
- d. Any subsequent substantial changes to the academic profile of the project (including those listed in 2 [above]) will result in the termination of the Scholarship.

Requirements:

The applicant must provide the following documentation when requesting continuation of the Scholarship in the light of the project changes detailed above:

- a. Evidence of having applied for an *Irish Research Council* award (if one has not been in receipt of the same);
- b. Confirmation of having presented at the *CACSSS Postgraduate Conference* (in the academic year prior to the request);
- c. *Annual Progress Review* documentation (in the academic year prior to the request);
- d. A description on the progress made on the previous incarnation of the research project [approximately 250 words, from the previous supervisor(s)];

- e. A description of the new project, including an explanation of the change of focus [*approximately 400 words, by the applicant*];
- f. A brief description on the social, academic, cultural or *other* impact(s) of the new project [*approximately 200 words, by the applicant*];
- g. An outline of the research objectives and targets for the next twelve months [*approximately 150 words, by the applicant*];
- h. A letter of support from one or more of the new supervisors explaining their endorsement of the project [*approximately 200 words, from the new supervisor(s)*].