



**Bournemouth
University**

Vice-Chancellor Doctoral (Fee Waive) Scholarships 2015 – Policy

We are delighted to announce the launch of the **2015 Vice-Chancellor Doctoral (Fee Waive) Scholarships** (VC PhD Scholarships) which will offer support to up to **25 outstanding postgraduate research students** (PGRs).

The VC PhD Scholarships will be awarded, via the process set out below, to candidates who meet the eligibility criteria, have the support of their supervisory teams, are accepted by the relevant Faculty and must be approved by the Faculty's Dean and UET.

Full details and criteria are set out in this Policy Document. Staff are asked to check the eligibility criteria carefully before nominating any candidate.

Applications to the Vice-Chancellor Doctoral Scholarships should be submitted on the [BU Research Degree Application Form 2015](#) and emailed directly to the Postgraduate Research Administrator for Admissions Suzy Kempinski email: pgradmissions@bournemouth.ac.uk.

Applications can be submitted at any time until the closing date of 31st May 2015.

Details of the Scholarships

The VC PhD Scholarships will provide a **full fee waive** for up to 36 months, and exceptionally to a maximum of 48 months in the case of part-time candidates. Fees will be charged after 36/48 months respectively. To be clear about the '**48 month exception**': this is included so that in some cases a sponsor or employer may continue to provide candidates with part-time employment, effectively releasing them for doctoral study part-time. Please note these scholarships will only be allocated to part-time candidates in exceptional circumstances. The Scholarships may NOT be used to support professional doctorates, current BU postgraduate research students, nor may they be used to support BU staff to complete doctoral programmes.

Stipends, to cover living expenses, are NOT included in the scholarships and candidates must demonstrate at application stage that they are able to support themselves as part of the application process. Financial support for stipends must be sourced privately by the candidate (self or family funding) or by an external sponsor such as an employer, industry, or government.

Each successful candidate will have access to the Doctoral Study Fund of up to £3k, depending on the nature of the project, over 36/48 months for use by the candidate to support research and training activities. However, the candidate will have to apply to the Faculty and make appropriate justification for use of funds. . VC PhD Scholarship terms and conditions will apply.

The Scholarships are open to **outstanding candidates** who meet the eligibility criteria outlined below. This rolling programme of VC PhD Scholarships may be used to support:

- (1) **Supervisor or industry, sponsor proposed projects;** in this case the project is provided to outstanding candidates once they have received a scholarship. In the case of projects specified by industry or sponsor this must be with the full agreement in advance of the supervisor team.
- (2) **Candidate proposed projects;** the research project would be developed by the candidate under guidance from a potential supervisory team within a Faculty.
- (3) **Hybrid model;** supervisors, sponsor and candidates may work together to develop an appropriate project proposal.

Candidate Eligibility Criteria

The VC PhD Scholarships are open to UK, EU and International candidates, who must demonstrate outstanding qualities and be motivated to complete a PhD in 3 years full-time or 4 years part-time.

All candidates must satisfy the University's minimum doctoral entry criteria for research degrees of an honours degree at Upper Second Class (2.1) and/or an appropriate Masters degree. An IELTS (Academic) score of 6.5 minimum (or equivalent) is essential for candidates for whom English is not their first language.

In addition to satisfying the basic entry criteria, BU will look closely at the qualities, skills and background of each candidate and what they can bring to their chosen research project in order to ensure successful completion. **It is important to consider that in most cases the interpretation of 'outstanding' is likely to be those candidates with a First Class (Hons) degrees and/or a distinction at Masters, with clear documented evidence of drive and commitment.**

To evidence their understanding of the proposed research, candidates will be asked to provide a synopsis, of not more than 1500 words, to include the following:

- The **title** of the proposed research;
- The **research context and significance** in the form of a short literature review of key articles and books in the proposed area of research;
- An **overview** of the general area of study and of the discipline of which it is a part;
- A **summary** of the proposed research, including identification of the research questions you will be seeking to answer and an explanation as to why they are significant;
- A **statement of methodology** and their understanding of the methods that will be used to conduct the research;
- A **timescale**, i.e. what they hope to achieve in each year of the research
- A **bibliography/reference list** of the key articles and books mentioned in their application.
- **Research Costs** – Estimate the cost of proposed research (e.g. data collection, fieldwork).

Supervisor Eligibility Criteria

A supported research degree programme should have a balanced supervisory team, with no supervisor currently supervising more than 6 research students as first supervisor, including this

project. The first supervisor, (who must be a permanent member of BU academic staff) must be an experienced supervisor defined as having a current “certificate of supervision”.

Scholarship Process

The VC PhD Scholarship process will be managed and overseen by the Graduate School but administered through the Faculties and will involve 5 key steps:

- (1) *VC PhD Scholarships Advertised.* BU will promote VC PhD Scholarship opportunities within the generic market place.
- (2) *Candidate Selection.* Recruitment should be undertaken by the **Postgraduate Research Administrator for Admissions** and **Faculty** in line with BU policy. When applications are received they will be evaluated for eligibility and suitability by the Deputy Dean for Research and Professional Practice (DDRPP) or delegated authority. All recruitment arrangements, for candidates who meet the criteria and for whom there is a potential interested supervisor, will be the responsibility of the Postgraduate Research Administrator for Admissions. Interviews should refer to the interview form and person specification available from the Graduate School. Successful candidates should receive endorsement by the Dean of School.
- (3) *Scholarship Approval.* Selected candidates require UET approval before a Scholarship can be offered. Full details of the candidate should be sent on the **VC PhD Scholarship Nomination Form**, together with a copy of the application form, to the **Postgraduate Research Administrator for Admission** (email: pgradmissions@bournemouth.ac.uk). It should be made clear on the nomination form how the candidate meets the specified criteria and a project outline should also be included at this stage (if not included with the Application Form). Once approved for a VC PhD Scholarship by UET, the standard conditional offer letter (offering the place on a research degree programme subject to project development) will be sent by the Postgraduate Research Administrator for Admissions as per the Research Degree Admission Policy and Procedure. *If the Research Proposal is ready at the nomination stage, please provide a copy and an unconditional offer will be made.*
- (4) *Project Development.* Working in parallel with the application process, the candidate and supervisors should work together to develop project proposals. The VC PhD Scholarship cannot be taken up by the candidate until a full project proposal is accepted by the Supervisory team and approved by the DDRPP (or delegated authority) on behalf of the Faculty Research Committee (or equivalent). The offer of a Scholarship will be withdrawn if an agreed project is not approved within 3 months of the conditional offer. A copy of the approved project, signed by the relevant Faculty authority should be sent to the Graduate School.
- (5) *Unconditional Offer.* Once the project has been formally approved and any conditions met, the Postgraduate Research Administrator for Admissions should issue an unconditional offer.

Timetable

The Graduate School will manage the recruitment process along the following timetable:

March 2015	Information will be made available on the Research Blog, Staff Portal, BU website and via all-staff e-mail
<i>March – May 2015</i>	Ongoing review of applications and offers. <i>Faculties may decide to wait until the closing date before shortlisting.</i> All shortlisted candidates should interviewed following BU standard policy and procedures
31 May 2015	Final Deadline for submission of applications
<i>June - August 2015</i>	Development of projects and final offers made
Two intakes: September 2015 or January 2016	Scholarships Start

All of the forms and further information on the scheme are available from the Staff Intranet and BU Research Blog.

VC PhD Scholarships 2015 Process

