**COMPLIANCE WITH THE DATA PROTECTION ACT 1998**

In accordance with the Data Protection Act 1998, the personal data provided on this form will be processed by the University of Birmingham DTC and may be held on computerised database and/or manual files.



**University of Birmingham ESRC Doctoral Training Centre Funding Application Form**

Application Deadline: **4pm on Friday 19th February 2016**

Please note you will need to consult your proposed supervisor(s) and refer to **University of Birmingham ESRC Doctoral Training Centre Funding Application Guidance notes** in order to complete this form.

***1: Pathway***

|  |  |
| --- | --- |
| **Pathway Name** |  |
| **Project Title** |  |

***2: Applicant Details***

|  |  |  |  |
| --- | --- | --- | --- |
| Title | First name(s) | Last name Date of birth | Application ID number |
|  |  |  |  |  |

##### 3: Contact details

##### CORRESPONDENCE ADDRESS ALTERNATIVE ADDRESS

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Valid to: |  |  | From: |  | To: |  |
| Address  |  |  | Address  |  |
| Address  |  |  | Address  |  |
| Address |  |  | Address |  |
| Postcode |  |  | Postcode |  |
| Country |  | Country |  |
| Telephone: |  |  | Telephone: |  |
| Email Address: |  | Email Address: |  |

##### 4: Mode of Study

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **FT** | **[ ]**  |  **PT** | **[ ]**  | **Award Structure\***  |  |

\*Available Award Structures comprise:

* +3 programme: funding for a 3 year PhD (assumes that a student has already met the majority of the core training requirements or the PhD focus is largely on more advanced training)
* 1+3 programme: an integrated masters programme supersedes the 3 year PhD which will deliver the majority of the core training requirements

##### 5: Student Classification

|  |  |
| --- | --- |
| **Nationality** |  |

**Have you checked your eligibility? Only Home and EU students are eligible to apply**

|  |  |  |  |
| --- | --- | --- | --- |
| **NO** | **[ ]**  |  **YES** | **[ ]**  |

**EU students with less than 3 years residence in the UK on 1st October 2016 will receive Fees only awards**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Home** | **[ ]**  |  **EU** | **[ ]**  | **Have you been resident in the UK for 3 years immediately preceding the proposed start date?**  | **NO** | **[ ]**  |  **YES** | **[ ]**  |

##### 6: Collaborative and joint studentships

 **Are you applying for one of the separately advertised collaborative or joint studentship opportunities?**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **NO** | **[ ]**  |  **YES** | **[ ]**  | **If yes, what is the project reference?** |  |

##### 7: Professional experience that is relevant to this application

|  |  |  |  |
| --- | --- | --- | --- |
| **Dates** **(month and year)** | **Full or part-time?** | **Employer/Organisation****(including location)** | **Status and responsibilities** |
| **From** | **To** |
|  |  |  |  |

***8: Career in higher education to date***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Undergraduate degree** | **Master’s degree** | **PhD (if already started)** | **Other (e.g. PGCE)** |
| Name of university and/or collegeCountry (if not UK) |  |  |  |  |
| Mode of attendance (please indicate) | Full-time**[ ]**  | Part-time**[ ]**  | Full-time**[ ]**  | Part-time**[ ]**  | Full-time**[ ]**  | Part-time**[ ]**  | Full-time**[ ]**  | Part-time**[ ]**  |
| Month and year in which your programme started and finished (or will finish) | Start datemm yy | End datemm yy | Start datemm yy | End datemm yy | Start datemm yy | End datemm yy | Start datemm yy | End datemm yy |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Qualification and title of award |  |  |  |  |
| Degree classification (where awarded) |  |  |  |  |

***9: Supervisor details***

**This section must be completed by the supervisors. Non completion or superficial completion will prejudice the application’s prospect of acceptance. At least one supervisor must have supervised at least one PhD to completion.**

Do you intend to have joint supervision across two or more Academic institutions during your studentship?

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **NO** | **[ ]**  |  **YES** | **[ ]**  |  |

|  |  |
| --- | --- |
| **Main Supervisor** |  |
| Contact Details (Email & Telephone) |  |
| Have student and supervisor met or corresponded? (please give brief details) |  |
| Doctoral Supervision experience (number of students supervised to completion and currently; details of successful ESRC supervision) |  |
| Brief description of supervisor’s research interests |  |
| Supervisor’s experience in relation to applicant’s research project |  |

|  |  |
| --- | --- |
| **Second Supervisor** |  |
| Contact Details (Email & Telephone) |  |
| Have student and supervisor met or corresponded?(please give brief details) |  |
| Doctoral Supervision experience (number of students supervised to completion and currently; details of successful ESRC supervision) |  |
| Brief description of supervisor’s research interests |  |
| Supervisor’s experience in relation to applicant’s research project |  |

***10: Summary of proposed research project***

|  |
| --- |
| **Please provide a summary of your full-length research project proposal to 3,800 characters and shorten your project title to 80 characters including spaces or less (if necessary) in this section. Please refer to University of Birmingham ESRC Doctoral Training Centre Funding Application Guidance notes (max. 3,800 characters).****Project Title:****Proposal:** |

***11: Proposed research project***

|  |
| --- |
| **Describe the proposed research in simple terms in a way that could be publicised to a general audience. Please ensure your proposal includes background to the topic, literature review, methods to be used (including any facilities needed, periods of overseas fieldwork envisaged and difficult language training) and connection with applicant’s previous work or studies. Please refer to University of Birmingham ESRC Doctoral Training Centre Funding Application Guidance notes (max. 5,000 characters excluding spaces).****Project Title:****Proposal:** |

|  |  |
| --- | --- |
|

|  |
| --- |
|  |

**Word count (note: this should be no more than 5,000 characters including references):** **Any text exceeding 5000 characters will be blacked out and the assessor will not be able to read it.** |

***12: Supporting statement***

|  |
| --- |
| **Please provide a statement to support your application and research project, commenting on your motivation for PhD research and reason for choosing the University of Birmingham. Please also detail any expected knowledge exchange or impacts you envision to be generated by your research in this box. Please refer to University of Birmingham ESRC Doctoral Training Centre Funding Application Guidance notes (max. 5,000 characters excluding spaces).** |

|  |  |
| --- | --- |
|

|  |
| --- |
|  |

**Word count (note: this should be no more than 5,000 characters including references):** **Any text exceeding 5,000 characters will be blacked out and the assessor will not be able to read it.** |

***13: Details of Project Partners and Collaborators***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Do you have Project Partners?** | **NO (please move to section 14)** | **[ ]**  | **YES (please complete this section)** | **[ ]**  |
| Organisation: |  |
| Name and contact information of supervisor at the organisation (if applicable) |  |
| Sector of organisation (public, private, voluntary/charitable) |  |
| Has a formal collaboration agreement been signed by all parties involved? | **NO** | **[ ]**  | **YES** | **[ ]**  |

**If there are additional project partners please duplicate this section and fill in as necessary**

**Funding**

|  |  |
| --- | --- |
| Total contribution in cash to the DTC: |  |
| Total contribution in kind to the DTC: |  |
| Total contribution in cash to Student: |  |
| Total contribution in kind to Student: |  |

**Description of contribution:** Include here whether the partner has experience of research student supervision or plans to have any input into supervision; why the partnership will be of benefit to the student; whether there is a past history of working with the partner on research activity, and what monitoring procedures will be in place (*max. 200 words)*

|  |
| --- |
|  |

***14: Ethical Considerations***

**Ethical Considerations**

**The question of ethical approval must be properly addressed throughout the duration of the research project and demonstrated as necessary.**

**If you intend to refer to a professional code of ethics governing research in your area, please specify below:**

**Please explain whether or not there are any ethical issues raised by your proposed project:**

***15: Overseas Fieldwork***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Do you intend to undertake overseas fieldwork?** | **NO**  | **[ ]**  | **YES**  | **[ ]**  |

 **If yes please complete this section:**

|  |  |  |  |
| --- | --- | --- | --- |
| Country: |  | Anticipated length of visit (in weeks) |  |
|  |  |
| Estimated cost of fieldwork: |  |
| **In order to qualify for overseas fieldwork funding this section must be completed.** |

***16: Difficult Language Training***

**Will you require Difficult Language Training?**

**NO [ ]  YES [ ]**

**If yes please complete this section:**

|  |  |  |  |
| --- | --- | --- | --- |
| Language: |  | Anticipated length of course (in weeks) |  |
|  |  |
| Estimated cost of difficult language training: |  |

Please refer to Annex 3 in the [ESRC Funding Guidelines](http://www.esrc.ac.uk/files/skills-and-careers/studentships/postgraduate-funding-guide-for-accredited-doctoral-training-centres/) to view the ESRC’s definition of a difficult language.

**Do you anticipate requiring an extension to your PhD in order to carry out difficult language training?**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **NO** | **[ ]**  |  **YES** | **[ ]**  |  |  |  |  |  |

|  |  |
| --- | --- |
| **If yes please indicated the anticipated length of the extension:** |  |

 **Please note that in order to qualify for an extension for difficult language training this section must be completed.**

***17: Your referees***

Please complete the referees' contact details below. Referees must be able to comment on your academic ability and potential - **only one referee may be part of your supervisory team**

**Referee 1**

|  |  |
| --- | --- |
| Name (block capitals) |  |
| Contact telephone number |  |
| Contact e-mail address |  |
| Institution/Organisation |  |
| Position |  |
| Contact address |  |

**Referee 2**

|  |  |
| --- | --- |
| Name (block capitals) |  |
| Contact telephone number |  |
| Contact e-mail address |  |
| Institution/Organisation |  |
| Position |  |
| Contact address |  |

***18: RCUK terms and conditions***

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| If you are successful you will be subject to the RCUK training grant terms and conditions, which can be viewed at [online](http://www.rcuk.ac.uk/funding/grantstcs/). As part of this the following information will be made available on Research Councils UK Gateway to Research:

|  |  |
| --- | --- |
| **Item of data**  | **Notes**  |
| Student Name  | for students starting from 2016 onwards  |
| Training Grants  | The grant(s) from which the student is funded. A student may be funded by more than one grant. These are already published on GtR.  |
| Project Title  | This should be as informative as possible, even if final title not yet confirmed  |
| Summary  | Sensitive or confidential information should NOT be included in this summary  |
| Supervisor  | The academic supervisor(s)  |
| Project Partner Organisation  | This will be displayed to highlight collaborative working  |
| Registration Date  | The date on which the student started their studies  |
| Expected Submission Date  | The date by which the thesis is due to be submitted.  |

 |

**Please contact the studentships team (****studentships@contacts.bham.ac.uk****) if you have any concerns about the potential impact of publishing your research project on Gateway to Research**

***19: Applicant's declaration***

I confirm that the information I have provided in this form is complete and accurate to the best of my knowledge at this date. I fully understand that it is my responsibility to ensure that the relevant forms are submitted to the relevant contact person in due time and that any missing information may render my application incomplete and ineligible. I authorise the University of Birmingham Doctoral Training Centre to disclose to the ESRC any information that is relevant to my application. If my application is successful, I have read and acknowledge the full terms and conditions of RCUK training grants (available [online](http://www.rcuk.ac.uk/funding/grantstcs/)).

|  |  |  |  |
| --- | --- | --- | --- |
| **Signature** |  | **Date** |  |

***20: Application Checklist***

**[ ]** A signed, dated and fully completed application form

**[ ]** A place to study at the University

**[ ]** Attached certified copies of your transcripts

**[ ]** Contacted your referees to provide a reference to studentships@contacts.bham.ac.uk

***21: Next Steps***

* Send completed application form with copies of Degree Transcripts (evidence of your marks and degree results) to each of your referees so that they can complete their references using the **University of Birmingham ESRC Doctoral Training Centre Referee Form** in time for the deadline of **4pm on Friday 19th February 2016.**
* Submit your completed application form and Degree Transcripts (evidence of your marks and degree results) to studentships@contacts.bham.ac.uk by the deadline **4pm on Friday 19th February 2016.** The referees also must send complete references directly to studentships@contacts.bham.ac.uk
* The deadline by which the University of Birmingham ESRC Doctoral Training Centre must have received the completed application form, reference forms and all the supporting documents is **4pm on Friday 19th February 2016.**

**Please note that it is the applicant's responsibility to monitor the progress of the application and check that all Parts are completed on time. The DTC will not request references on your behalf from your referees, and your application will not be considered if both references are not received.**