

# **ESRC Research Studentships at the UCL, Bloomsbury and East London Doctoral Training Partnership (UBEL DTP)**

## **Application Guide for 2019 Entry – Full Application**

1+3, +3, 2+3, +4, 3.5 and 3.25 applicants

### **Deadline for 2019 Entry**

#### **Full application**

Due via FluidReview by **Monday 4 March 2019 23:59 (GMT)**

This deadline applies to ESRC studentship applications in any of the DTP pathways at any of the five DTP institutions, which are:

University College London  
Birkbeck, University of London  
London School of Hygiene & Tropical Medicine  
SOAS, University of London  
University of East London

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The information on pages 3-5 is repeated from the Preliminary guidance as a reminder for candidates.

## Types of ESRC funding available at the UBEL DTP

### 1+3, +3, 2+3 and +4 funding

ESRC studentships at the UBEL DTP are structured around the following routes: 1+3, +3, 2+3 and +4 funding.

**1+3 programme:** a one-year Master's programme precedes the three-year MPhil/PhD which will deliver the majority of the core training requirements;

**+3 programme:** funding for a three-year MPhil/PhD, which assumes that a student has already met the majority of the core training requirements or that the MPhil/PhD focus is largely on more advanced training;

**2+3 programme:** an extended two-year Master's for specialist training followed by a standard three-year MPhil/PhD programme;

**+4 programme:** up to four years' funding for a PhD which assumes that core and advanced training requirements can be met during the course of the programme. The requirements are normally met by undertaking modules from a linked Master's programme.

You may only apply for one route and it is important that you discuss which one is appropriate for you with your proposed supervisor.

The above time-frames are for full-time students; part-time ESRC students undertake their studentships at 60% of the full-time rate. Therefore, 1+3 and +4 routes are seven years long in total for part-time students, and +3 routes are five years long for part-time students. The 2+3 route is nine years in total for part-time students.

### 3.5 and 3.25 funding

**3.5 programme:** funding for three and a half years for a PhD which assumes that core and advanced training requirements can be met during the course of the programme. The requirements are normally met by undertaking modules totalling 60 credits from a linked Master's programme.

**3.25 programme:** funding for three and a quarter years for a PhD which assumes that core and advanced training requirements can be met during the course of the programme. The requirements are normally met by undertaking modules totalling 30 credits from a linked Master's programme.

Note that if you require more than 60 credits of modules to complete your training requirements, you should normally select the +4 route.

Please also note the following points about the routes:

- Your application will not be disadvantaged if you select the ‘wrong’ route: the DTP Board (which considers full applications at the final stage) will recommend an appropriate route based on previous training if that is the most appropriate one for your studies;
- Occasionally – in consultation with the proposed supervisor(s) – a candidate’s route may change between the Preliminary and the Full applications. We ask candidates to note their route again on the Full application form so that the panels have the latest information;
- Occasionally, candidates may be awarded a slightly different configuration (eg 3.5 years depending on previous training, or two years if the candidate has already started doctoral study);
- Applications for all routes are considered equally by the pathways, Group Panels and DTP Board. There are no quotas at the UBEL DTP for applications to any particular route.

## Applying for doctoral study at a DTP Institution

### Your application for doctoral study

Doctoral study at the UCL, Bloomsbury and East London DTP is arranged in **25 pathways** organised into seven groupings across the five DTP institutions. Each pathway is led by one of the five institutions but many of them have shared arrangements with the other DTP partner institutions.

As well as applying for an ESRC studentship, you will also need to **apply for the relevant doctoral programme of study** at your chosen DTP institution, unless you are a current doctoral student. In some cases, the application deadlines for these programmes may be earlier than for the DTP studentship deadlines, so you will need to check with the relevant pathway contact for your chosen programme (see <https://ubel-dtp.ac.uk/eligibility/pathways/>) or with the relevant member of administrative staff, whose details are listed under Institutional Contacts below. For 1+3 and 2+3 applications, you will usually need to make an application for both your Masters and doctoral programmes, in accordance with the institution’s requirements.

For a very small number of 1+3 candidates, you might undertake your Master’s programme at one of the DTP institutions and your MPhil/PhD at another – this is due to shared pathway arrangements across institutions in these cases. Administrative colleagues will be able to advise if this is the case when you make your Master’s application.

### Institutional Contacts (Administrative staff)

#### UCL Institute of Education

Alison Freeman, UBEL DTP Manager

[ubel-dtp@ucl.ac.uk](mailto:ubel-dtp@ucl.ac.uk)

**UCL (other than Institute of Education)**

Vanessa Riegl-Parr, UBEL DTP Manager  
[uclesrcdtc@ucl.ac.uk](mailto:uclesrcdtc@ucl.ac.uk)

**Birkbeck, University of London**

Richard Abbott, Registry Officer  
[graduateresearchschool@bbk.ac.uk](mailto:graduateresearchschool@bbk.ac.uk)

**London School of Hygiene & Tropical Medicine**

Lara Crawford, Scholarships Manager  
[scholarships@lshtm.ac.uk](mailto:scholarships@lshtm.ac.uk)

**SOAS, University of London**

Alicia Sales, Deputy Manager (Scholarships)  
[scholarships@soas.ac.uk](mailto:scholarships@soas.ac.uk)

**University of East London**

Richard Bottoms, Postgraduate Research Student Manager  
[r.bottoms@uel.ac.uk](mailto:r.bottoms@uel.ac.uk)

**Institutional Contacts (Academic staff)**

Details of the groupings and pathways, along with Pathway Leaders and their teams, can be found on our UBEL website at: <https://ubel-dtp.ac.uk/eligibility/pathways/>

## Full application for ESRC funding

Candidates who have been successful at the Preliminary stage will need to complete and submit the Full application on the FluidReview portal by **Monday 4 March 2019 23:59 (GMT)**.

The Full application asks for details of your route and pathway (in case these have changed since the Preliminary application), publications, prizes, research proposal and funding requirements. You will also need to provide detailed information about your supervisory team, training requirements and proposed collaborative work. A number of questions on the form are self-explanatory.

### Section One – Institution and Pathway Details

Please complete the details required here as in some cases they may have changed since your Preliminary application.

### Advanced Quantitative Methods (AQM)

If you will be using AQM in your research you must complete and submit the separate AQM form, which is on the task list on the portal.

### Section Two – Prizes and Publications

This section contains questions that are not compulsory if not relevant, but please complete details here if they relate to you.

### Section Three – Your Proposed Research

You must upload your research proposal as well as completing the questions.

Your research proposal can be up to **four A4 pages in length** (single spaced text), irrespective of the route you are undertaking. This is to give candidates plenty of room in which to describe your research. Footnotes and bibliographic material must be **included** within this four-page limit.

Please use Arial or Times New Roman font (minimum 10 point) with a minimum 1.5cm margin on all sides.

### Research ethics

Please complete this question as fully as possible, explaining ethical issues that may arise during your research and the steps that will be undertaken here. You may need to consult your supervisor for further guidance. If there are no ethical issues, please briefly explain why.

### Funding requirements and start dates

Please enter your mode of attendance here and the start and end dates of your studentship (the information about routes on page 3 will provide this information). If you are a current doctoral student, you will need to deduct any time spent on doctoral study from the total studentship dates.

Studentships usually start on 1 October; if you need to start on a different date, please consult your supervisor and ensure this information is noted on the form.

## **Type of Award**

If you are eligible for a Full award, this is what you will be granted if your application is successful. Note that you cannot apply for a Fees-only award if you are eligible for a Full award.

## **Overseas Fieldwork/Difficult Language Training**

We need an indication of this information at this stage for planning purposes. Please note that if your studentship application is successful, you would need to make separate applications for Overseas Fieldwork and Difficult Language Training. These usually need to be approved by your own institution before receiving approval by the DTP, to ensure that you are meeting institutional requirements on registration and submission.

## **Section Four – Supervisory Arrangements and Collaboration**

You will need to liaise with your supervisor(s) for this information. Please note that it is very important that the information about research expertise and links to the research community are completed as fully as possible.

### **External Collaboration**

Please complete this section if you will be undertaking any collaborative activity during your research. Note that collaborations should be outside of higher education institutions and involve knowledge exchange.

## **Section Five – Research Foundation Entry for +3 Funding**

You need only complete this section if you are applying for +3 funding.

If you undertook your Master's programme within a DTC or DTP in the UK, it will be accredited by the ESRC in terms of the research training it provides. Please provide the title of the programme and institution.

Otherwise, you will need to consult the *DTP Guidance on Research Foundation Statements* and provide details as to how the training you received in your Master's programme maps on to the subject area given in the *Guidance*.

## **Training Plan**

You must provide details of the training you will undertake during your award if successful. The academic panels will expect to see that your training needs are being met via courses and programmes within your department and institution. In consultation with your supervisor(s) you may also need to undertake training courses in other institutions.

## **Related Data and Feasibility of the Study**

This question will not apply to a great number of candidates, but if your research relies on data which has been generated by another project, the academic panels will need to know that this has received ethical approval. This ensures that there are no delays to the student's research

while such approval is received.

## **Declaration and Submission**

You will need to sign the Declaration and confirm that you abide by the regulations of the ESRC Postgraduate Funding Guide (Version 10, September 2018) if your application is successful.

Please ensure that you press Submit once your application is complete. When all mandatory tasks have been completed, the Submit button will turn bright green, allowing you to submit your application.

Note that the only optional task on the Full application is the AQM form; if you have selected YES for the AQM question in section one of the application form, you will also need to submit an AQM application.

You will receive an email confirmation a short while after submitting your application. If you do not receive an email within a few hours of submission, please contact [ubel-dtp@ucl.ac.uk](mailto:ubel-dtp@ucl.ac.uk) and we will check your application status for you.

## **Selection process at the Full stage**

When you submit your Full application it will be routed to a Group Panel consisting of academic colleagues in the DTP, depending on your choice of principal pathway. Important areas of consideration by the Group Panels will be the quality of the research proposal and the supervisory team and expertise.

Applications are then reviewed by the DTP Board, which makes the final decision on awards.

## **The outcome of your application**

All candidates (successful or unsuccessful) will be informed of the outcome of their studentship application by **mid-May 2019**.

All candidates will receive information as to whether their Full application has been successful or unsuccessful. The notification will be made via email from the FluidReview system – please ensure you check any junk email folders in case the message goes there. Successful candidates will be sent an offer letter shortly after the confirmation of their award and will need to confirm acceptance of their award via the FluidReview system.

Unfortunately, due to the volume of applications received, we are not able to provide feedback about unsuccessful applications.