

UCD Economics PhD Scholarships

Terms and Conditions 2017-2018

1. The aim of the UCD School of Economics PhD Scholarship scheme is to attract applicants of the highest academic standards to participate in the UCD School of Economics PhD programme and provide them with the training, experience, and mentorship necessary to their professional development.
2. UCD Economics PhD Scholarships will comprise a tax-free annual stipend of between €12,000 to €15,000 payable in ten equal monthly instalments plus a full remission of the fee of the programme to which the student is registered. All students are liable for the Student Centre Levy.
3. The applications are open to any new or continuing PhD students to the PhD in Economics. Applicants who not yet received an MSc or MA by September 2017 may be awarded a scholarship on a temporary basis if the student enrolls in the school's MLitt programme. However, the student must receive an MSc or MA and transfer to the PhD programme by the start of semester 2 (January 2018) or the scholarship will terminate.
4. Scholarships will be awarded for up to four years, with annual reviews of progress. Continuation of the scholarship is contingent on satisfactory progress, to be determined by the School PhD Studies Committee. The Scholarship will terminate on any student's withdrawal from their programme.
5. All students in receipt of a Scholarship are given the opportunity to develop the practical application of their academic skills by ongoing training and experience of undergraduate tutorial teaching, assessment and pedagogical development. This process is a core component of this scholarship programme, and it also ensures that our undergraduate students benefit from the expertise and knowledge of high-performing graduate students. As with the formal taught component of the student's graduate programme, this is a required element. It will amount to a maximum of 50 hours of mentored undergraduate teaching during each of the two 12-week teaching semesters. It will include the following: mentored undergraduate teaching; attendance at lectures relevant to the module(s) being taught; meetings with module coordinators; preparation of teaching materials; office hours for students at designated times during the semester; updating a module's virtual learning environment (Blackboard); grading and recording tutorial-related assignments; advising students and assisting with the administration of a course and other related duties.
6. This professional training will include the aforementioned tutoring as well as guidance on teaching and preparing teaching materials from module co-ordinators.
7. Students may also be requested to undertake duties such as invigilation, supervised examination of scripts or holding office hours for undergraduate student feedback on assignments, but these duties will be paid in addition at normal university rates and conditions.
8. Applications will be considered from suitably qualified applicants regardless of nationality or residence. Applicants, however, must make their own visa/consular arrangements to ensure that they are eligible to reside in Ireland for the duration of their studies. Applicants are strongly advised to make any visa application as early as possible because this process may be time consuming and failure to obtain a visa in time for the commencement of the academic year will likely necessitate cancellation of the scholarship award. Applicants must also provide evidence of the capacity to teach at graduate level through the medium of English.
9. In order to be considered, applicants must complete the appropriate scholarship application form, and must also have completed an application for admission to the PhD programme of the UCD School of Economics. They must include the relevant supporting materials. A provisional offer of a Graduate Scholarship may be subject to specified conditions.
10. Successful applicants must be present at UCD by the start of the semester.
11. Once scholarship awards are issued, students must indicate acceptance in writing within the time period specified in the acceptance letter. It is the student's responsibility to formally accept the scholarship offer, a non-response will be considered as declining the offer. Offers will be conditional on verification of original transcripts.
12. A selection board of School of Economics faculty members will review applications and make its recommendations on selection to the Head of School.

13. Applications will be evaluated and ranked by the Selection Board according to the following criteria:

- Academic excellence (transcripts, previous research experience, etc.);
- The academic testament of referees;
- Quality and clarity of the research proposal;
- Fit with the research strengths of the School;
- Teaching potential (past teaching experience, English proficiency, etc.);
- Availability of other funding to applicant (such as Irish Research Council awards).

Applicants may be required to undertake a short interview with the Selection Board, by telephone or Skype, to determine their suitability for the scholarships.

14. The selection board will decide on the size of the stipend to be awarded to students on the basis of the criteria listed in part 13.
15. Scholarships will be awarded only to those who are full-time students and who will engage full-time in research during the period of the Scholarship. Applicants who wish to combine the scholarship with additional academic-year employment beyond the duties mentioned above must request permission in writing from the Selection Board. Applicants with additional academic-year employment who fail to request and obtain permission may face termination of the scholarship.
16. All scholarship students will be required provide a general progress report on research and teaching at the conclusion of each academic year.
17. Continuation is conditional on annual progress reports to be reviewed by the School PhD Studies Committee and passing the Transfer Assessment as part of the structured PhD programme.
18. All Doctoral Scholarship students are welcomed as part of the UCD Economics research community and as such are expected to participate fully in the scholarly life of the School, including of research seminars, conferences and other scholarly events.
19. Should a scholar be unable for any reason (including medical reasons) to pursue his/her studies in accordance with the Terms and Conditions of the Scholarship, he/she must inform the School (via his/her supervisor) within two weeks of such a situation coming to his/her attention. However, given the basis on which scholarships are awarded, UCD reserves the right to withdraw, suspend, reallocate or seek reimbursement of all or part of the scholarship.
20. Should a Scholar receive an external scholarship, the recipient must inform the Head of the School of Economics. The School reserves the right to decide not to renew scholarships in cases where a PhD candidate has obtained a substantial external award (such an Irish Research Council postgraduate scholarship.)
21. These Scholarships are held subject to these Terms and Conditions. If any of the above are breached by a Scholarship holder, UCD School of Economics reserves the right to suspend or terminate the Scholarship and/or will require the Scholar to reimburse UCD School of Economics for such payments as have already been made.
22. Successful applicants may be required to sign a form of consent under the Data Protection Act 1988 in relation to data records concerning their registration status and academic record as well as the handling of student and other data.
23. UCD School of Economics reserves the right to revise the Terms and Conditions of this scheme at any time.
24. Scholarship holders will be subject to the general regulations, policies and codes of practice of the university, and the specific regulations, policies and codes of practice governing graduate studies and research, as may be amended from time to time by the university.