



UCD College of Human Sciences

UCD School of Politics and International Relations

Application for admission to

MLitt and PhD PROGRAMMES

2009-2010

SPIRe MLitt or PhD Programme

Before submitting this application, please ensure that you have satisfied the requirements on the check list on the back page. Applicants must complete this form and return it, together with a non-refundable application fee of €30.00 (cash, bank draft or cheques). Cheques to be crossed and made out to School of Politics and International Relations to be included with your application to the address below:

Postgraduate Administrator
UCD School of Politics & International Relations,
Newman Building,
University College Dublin
Belfield, Dublin 4, Ireland

1. PERSONAL DETAILS

Surname: _____

First Names _____

Affix 2 current
passport size
photographs in this
space

Address for correspondence:

Telephone Number(s)

Home: _____ Work: _____

Fax: _____ Mobile: _____

Email address: _____

Date of Birth: _____ Nationality: _____

2. HIGHER EDUCATION

(a) Undergraduate

Please give details of undergraduate studies and qualifications obtained.

Please attach **original** official transcripts stating all courses undertaken and grades obtained.

If you are a UCD graduate, a photocopy will suffice and please provide UCD Student Number _____

Name and address of Institution(s)	Dates attended		Courses and full title of award	Results: Specify 1 st class Hons 2 nd Class Hons (2.1 or 2.2) Special, Pass or other grade with details
	From	To		

(b) Graduate

Please give details of **all** graduate courses and qualifications obtained.

If non-UCD graduate or non-UCD postgraduate, please attach original of official transcripts.

Please attach an additional page if needed for this.

Name and address of Institution(s)	Dates Attended		Courses and full title of award	Results: Specify 1 st class Hons 2 nd Class Hons (2.1 or 2.2) Special, Pass or other grade with details
	From	To		
Thesis Title (if any)				

3. LANGUAGES

Please indicate your proficiency in languages other than English (excellent, good, fair, poor)

Language	Reading	Speaking	Writing

4. ENGLISH LANGUAGE

If English is not your first language, please give TOEFL / IELTS / Cambridge English Test or equivalent score/grade below.

Examination (TOEFL/IELTS/ Cambridge etc) _____

Grade/Score _____

Date of Test _____

(Please enclose copy of the official record)

5. AWARDS AND OTHER ACHIEVEMENTS

6. EMPLOYMENT

Please give details of professional or other experience relevant to your qualifications.
A separate sheet may be used if necessary.

Job Title	Dates of Employment		Name and Address of Employer
	From	To	

7. ACADEMIC REFERENCES

All applicants must supply two university academic references. These should be returned by the referee directly or sealed and signed to be included with the application to Katarzyna Glosnicka, UCD School of Politics and International Relations, Newman Building, University College Dublin, Belfield, Dublin 4, Ireland.

Please list the names of the referees to whom you are sending the attached reference forms.

1. Name and Title	
Institution Address	
2. Name and Title	
Institution Address	

We would be grateful if you would complete the following giving details on how you heard about this programme

Newspaper Ad (if so, which newspaper?) _____

Web Search (Specify Website) _____

SPIRe PG Open Evening at UCD _____

Other PG Fair (if so, which one?) _____

Poster (if so where did you see it?) _____

Word of Mouth:

(a) A graduate of the Programme _____

(b) Lecturer/tutor _____

(c) Other source (Please elaborate) _____

CHECK LIST

Complete applications should include:		Please tick
1	Completed Application Form	
2	A thesis proposal of 3 – 5 typed pages, which includes a brief overview of the context of the study, a statement of aims and objectives, and a preliminary bibliography. You may find it useful to consult <i>'The Craft of Research'</i> by Wayne C Booth, Gregory Colomb and Joseph Williams Chicago Press, or <i>'How to plan, draft, write and finish a doctoral dissertation or thesis.'</i> Palgrave, 2003 while drawing up your proposal.	
3	Official university transcripts if not a graduate/current student at UCD (with certified English translation if relevant) if UCD graduate photocopy will suffice	
4	Two samples of written work in English (approx. 3000-5000 words)	
5	Statement of interest	
6	Two passport size photographs (with name clearly printed on the back)	
7	Two academic references in envelopes sealed and signed by referees	
8	Curriculum Vitae/Resume (max. 2 pages)	
9	Evidence of English Language Competence (if English is not first language)	
10	Non-refundable Application Fee €30 (cash or cheque made payable to 'UCD School of Politics and International Relations')	
11	Copy of birth certificate	

Completed application forms should be returned to:

Postgraduate Administrator, UCD School of Politics and International Relations, Newman Building, University

College Dublin, Belfield, Dublin 4, Ireland,

Tel: 353-1-716 8182, Fax: 353-1-716 1171, [E-mail: spire.graduate@ucd.ie](mailto:spire.graduate@ucd.ie)

UNIVERSITY COLLEGE DUBLIN
Belfield, Dublin 4, Ireland

Academic reference for admission to:

MLitt or PHD in Politics 2008/2009

Note: This reference is confidential. Please enclose it in a sealed signed envelope and either return to the applicant for inclusion with all application details or send directly to the following address; **Postgraduate Administrator, School of Politics and International Relations, Newman Building, University College Dublin, Belfield, Dublin 4, Ireland.** Tel: 353-1-716 8182, Fax: 353-1-716 1171, [Email: spire.graduate@ucd.ie](mailto:spire.graduate@ucd.ie)

*To be filled in **by applicant**. Please ensure that you send this sheet to your referee.*

Name of Applicant:

Address for correspondence:

Name of Referee:

Name and Address of Institution:

Email:

Referee: We would appreciate a confidential typewritten report on the applicant named above. In your report please indicate for how long and in what capacity you have known the applicant, your assessment of her/his capacity to undertake successfully post-graduate study and the applicant's particular strengths and/or weaknesses. Please attach your report to this sheet and return it to the applicant in a sealed and signed envelope. If you prefer you can send it to this office directly.

Katarzyna Glosnicka,
UCD School of Politics & International Relations,
Newman Building,
University College Dublin
Belfield, Dublin 4, Ireland

Tel.: +353 (0)1 716 8182; Fax: +353 (0)1 716 1171; [E-Mail: spire.graduate@ucd.ie](mailto:spire.graduate@ucd.ie)

Note: This reference is confidential, subject to provisions of the Freedom of Information Act 1997, under which students, by law, may request access to their personal files.

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