



UCD SPIRe Doctoral Scholarship

Terms and Conditions 2018-2019

1. The overall aim of the UCD SPIRe Doctoral Scholarship is to attract applicants of the highest academic standards to participate in the UCD SPIRe PhD programme and provide them with the training, experience and mentorship necessary to their professional development.
2. Doctoral Scholarships will comprise an annual stipend of €14,000 payable in ten equal monthly instalments plus a fee remission of the scheduled fee of the programme to which they are registered. The scholarship is open to EU and non-EU students. All students are liable for the Student Centre Levy.
3. The applications are open to any new PhD students to the PhD in Politics and International Relations. Continuing students, or students transferring only part of their PhD studies to UCD, cannot apply.
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 Selection Board. The Scholarship will terminate on any student's withdrawal from their programme.
5. Scholarship recipients must apply to the Irish Research Council during their first two years of study. If successful, the SPIRe Doctoral Scholarship will be rescinded, on award of the IRC scholarship.
6. 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 teaching, assessment and pedagogical development, either by way of mentored tutorial teaching and associated duties (up to a total of 6 hours per week during each of the 12-week semesters) or, in the third year of study, the possibility of a full undergraduate module delivery, under the mentorship of an academic member of staff.
7. All Doctoral Scholarship students are welcomed as part of the UCD SPIRe research community and as such are expected to participate fully in the scholarly life of the School, inclusive of research seminars, conferences and other scholarly events.
8. All scholarship students will be required to maintain a log of their professional development and submit a reflective professional learning journal, in combination with a general progress report on their research, at the conclusion of each academic year.
9. Applications will be accepted 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 advised to make any visa application as early as possible as 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 evidence capacity to conduct research and to teach at graduate level through the medium of English.

10. In order to be considered, applicants must send the scholarship application form to the School PhD administrator as part of, or subsequent to, the application to the PhD in Politics and International Relations.
11. The School Graduate Studies Committee will construct an appropriate selection board and make its recommendations on selection to the Head of School.
12. Applications will be evaluated and ranked by a Selection Board according to the following criteria:
 - Transcripts and other evidence of academic skills (publications, teaching, research assistance, etc.)
 - Quality (clarity, feasibility, academic relevance, innovation) of the research proposal
 - Personal motivation and social or policy relevance
 - Fit with the research strengths of the school
13. 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.
14. It is the responsibility of the Scholarship holder to inform the University of any change to the circumstances on which the award of the scholarship was based. The scholar must also take responsibility for updating their personal records including any change of address, telephone, or e-mail on the UCD Student Web system within two weeks of such a change.
15. Once scholarship awards are issued, students must indicate acceptance in writing within two weeks of the notification being distributed by the committee. 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.
16. Successful applicants must be present at UCD by the start of the semester.
17. 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.
18. Continuation is conditional on annual progress reports to be reviewed by the Selection Board and passing the Transfer Assessment as part of the structured PhD programme.
19. These Scholarships are held subject to these Terms and Conditions. If any of the above are breached by a Scholarship holder, UCD SPIRe reserves the right to suspend or terminate the Scholarship and/or will require the Scholar to reimburse UCD SPIRe for such payments as have already been made.
20. 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.
21. Scholarship holders must be available to assist in the promotion of graduate studies at UCD recruitment events and within associated activities at School, College and University levels.
22. All publicity, including public lectures, publications, print materials and press releases, television and radio advertisements, websites, film, video and audio recordings associated with or arising from the research undertaken by a Scholar while in receipt of a Scholarship must contain acknowledgment of funding received from the 'UCD SPIRe Doctoral Scholarship'.



**UCD School of Politics and
International Relations**

**Scoil na Polaitíochta agus na
nGnóthaí Idirnáisiúnta UCD**

University College Dublin,
Belfield, Dublin 4, Ireland

An Coláiste Ollscoile, Baile Átha Cliath,
Belfield, Baile Átha Cliath 4, Éire

T +353 1 716 8195
F +353 1 716 1171

<http://www.ucd.ie/spire>

23. UCD School of Politics and International Relations 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.