

Recruitment Process for ESRC Grand Union DTP 2020/2021 (Students)

1. Start date will be 1st October 2019; Applications for 2020/2021 will open from 1st October 2019 and will close at Midday on 13th January 2020;
2. Initial enquiries will be directed to Emma Sigsworth BUL DTP manager @ emma.sigsworth@brunel.ac.uk from both pathways, Education & Health & Wellbeing;
3. You will be advised of the contact details for the appropriate Pathway Lead if you wish to obtain more information before developing their application. Guidance and advice from potential supervisors will be available as appropriate;
4. You will find more information here : <http://www.brunel.ac.uk/research/Research-degrees/Doctoral-Training-Partnerships>
5. Before applying, please check your eligibility via the link below;
Please see [annex 1 of the ESRC postgraduate funding guide](#) ;also you will need to propose the academic you wish to work with as part of your application procedure. We encourage you to contact them before submitting your application to discuss your proposal. Search for research staff in your chosen field of study <https://www.brunel.ac.uk/people/cbass/education> or <https://www.brunel.ac.uk/people/chls> .If you need help finding the right person please get in touch with our <https://www.brunel.ac.uk/research/Research-degrees/Contact-us> .
6. Please see the information listed below which will be required as part of the application to Emma Sigsworth BUL DTP manager @ emma.sigsworth@brunel.ac.uk – stating which pathway they are applying for
 - a. Grand Union Health and Wellbeing Pathway at Brunel
 - b. Grand Union Education Pathway
 - i. Completed application form: [\(Appendix 1\)](#)
 - ii. An up-to-date CV;
 - iii. Details of residential eligibility. Please see [annex 1 of the ESRC postgraduate funding guide](#) Two academic references or names and contact details of two academic referees. One professional reference (if applicable).
 - iv. A copy of an Undergraduate transcript, certificate, Masters Transcript, and certificate (if applicable). If the applicant has not yet completed a course, they should provide an up-to-date transcript.
 - v. A copy of an English language qualification, where applicable. Any non-native speaker who has not been awarded a degree by a University in the UK will be expected to demonstrate English language skills to IELTS 7.0 (minimum 6.0 in any section) for the Health & wellbeing pathway and the Education pathway
 - c. Deadline for applications: 13th January @ midday 2020.
7. After the deadline, applications will be sent to the GU DTP Associate Director and Brunel Pathway Leads. The relevant PGR office will be informed of all applications received and those who have

been shortlisted for interview will be emphasised, as these candidates will be asked to apply online via the admissions process.

8. DTP Manager will ask candidates chosen for interview to complete an online application form via Admissions. You will be sent the application link for your particular course e.g. PhD Welfare, Health and Wellbeing; PhD Education; Integrated PhD in Clinical Sciences; Integrated PhD in Education , please ensure you upload all the documents as listed <https://www.brunel.ac.uk/research/Research-degrees/How-to-apply-for-a-research-degree>
9. You will need to apply online via the link sent to you, please keep a note of your student id number, as you will need this later on; **PLEASE NOTE** if you are an alumina of BUL then you application number will automatically revert to your original student id. You can track the progress of you application through the online portal;
10. NOTE: PhD applications are now processed via the online PhD application tracker, which allows potential supervisors to receive a direct link to a web page where they will be able to review all of your application documentation and record their decision.
11. Interview Panels should include the Pathway Lead and potential supervisor. (If supervisor is pathway lead, then an independent academic will be required). An external member of the GUDTP will be allowed as an observer. DTP Manager to take notes at all interviews; DTP Manager should complete Decision & Interview forms for all applicants, both successful and unsuccessful. The decision forms are to be signed by the first supervisor and pathway lead and forwarded onto the relevant college PGR offices.
12. The DTP Manager to email all candidates with an **informal** outcome of the interviews to in the following categories; successful – offer, unsuccessful – reject, Not successful in being awarded scholarship, but eligible for self-funding PhD. Offer will be provisional, subject to a formal offer from the Admissions Office;
13. If successful from the interview, you will be put forward for a nomination, this may involve some revisions to your proposal. The pathway lead will complete the required DTP pathway nomination forms and forward to DTP Manager 2 days before all documentation needs to be submitted to the Social Sciences Division office in Oxford, which will be by approximately around 3rd Week of March.
14. A DTP Panel will then peer review each applicant to the Studentship, a panel of 10 pathway leads will meet and review the 90 applications, nominations caps to be confirmed. Each application will be reviewed independently by six academics, giving marks out of 20 as per marking criteria. The trim mean is then taken on each application, which determines the final score. The quality threshold is 16.00 out of 20.00, those that have match funding and meeting the quality threshold will receive a studentship.
15. On receipt of details of successful awards from the DTP Selection Panel TO BE CONFIRMED BY APRIL 2020, DTP Manager to advise the relevant College PGR Programme Admin team
16. BUL to send out studentship terms and conditions offer letter to successful applicants, cc to Oxford DTP Manager ;
17. Applicant returns a signed copy of studentship letter to BUL with two weeks of date of letter and advises bank details to DTP Manager @ BUL. Applicant also needs to formally accept offer of PhD via the Admissions process;
18. DTP Manager sends a copy of the signed studentship terms and conditions offer letters to the relevant College PGR Programmes office;